COURSE #	SLO		FA 2015	Spr 2016	FA 2016	Spr 2017	FA 2017	Spr 2018	FA 2018	Spr 2019	FA 2019	Spr 2020	FA 2020	Spr 2021	Spring 2015
~~BUS 086~~	~~1~~	~~To demonstrate the knowledge of communicating ideas (written) of a business presentation.~~													
	~~2~~	~~To describe the process of reducing a fraction to lowest terms.~~													
	~~3~~	~~To list steps in the test-taking/study skills process.~~													
	~~4~~	~~To learn the basic computer operation.~~													
~~BUS 109~~	~~1~~	~~**CROSSLISTED: SEE BOT 109**~~													
BUS 110	1	Students will be able to identify the common functional departments within modern business, explain the responsibilities of each department, and understand the terminology used within each of these departments. Competency will be assessed by student's ability to demonstrate knowledge of terminology and comprehension of responsibilities for these departments						x							
	2	Students will be able to define the common forms of business ownership and describe the pros and cons of each ownership type. Competency will be assessed by student's ability to demonstrate knowledge of terminology and identify appropriate ownership forms for different scenarios				x									
BUS 115	1	Discuss how interpersonal skills in teamwork and leadership influence the workplace												x	
	2	Identify and explain the different motivational theories and how they impact the workplace.												x	
	3	Demonstrate how technology is changing how people communicate.												x	
	4	Compare the difference between diversity and affirmative action plans and discuss the most beneficial plan for employees and businesses.												x	

COURSE #	SLO		FA 2015	Spr 2016	FA 2016	Spr 2017	FA 2017	Spr 2018	FA 2018	Spr 2019	FA 2019	Spr 2020	FA 2020	Spr 2021	Spring 2015
BUS 118	1	Identify basic consumer laws governing consumer transactions and demonstrate knowledge of the history and current status of consumer protection and regulatory responses to market failures.												x	
	2	Describe basic economic retail principles of pricing, quality and customer service issues and demonstrate knowledge of contemporary and traditional ethical issues in retail.												x	
	3	Discuss the ways in which retailers communicate with customers including visual merchandising, personal selling, advertising, sales promotions, advertising and public relations.												x	
	4	Explain the structure of retailing by ownership, type of merchandise sold, and store versus non-store selling methods.												x	
BUS 120	1	BUS 120 Students will be able to generate and understand what financial statements are, from where and how they originate, and what information they provide about a business entity's strengths and weaknesses	ASP												
BUS 121	1	BUS 121 Students will be able to categorize costs and determine relevancy in generating information for business management decision-making	ASP (F08), AAR												
~~BUS 123 A-D~~	~~1~~	~~Select work related situation and execute a contract with the cooperating agency.~~													
	~~2~~	~~Demonstrate technical skills while working in the professional business environment.~~													
	~~3~~	~~Demonstrate appropriate course techniques for on-the-job-skills.~~													
BUS 125	1	To identify legal issues and assess the financial and other risks affecting business			x										

COURSE #	SLO		FA 2015	Spr 2016	FA 2016	Spr 2017	FA 2017	Spr 2018	FA 2018	Spr 2019	FA 2019	Spr 2020	FA 2020	Spr 2021	Spring 2015
	2	To understand key principles of the U.S. Constitution, administrative rules, and state laws and regulations and how each impacts the operation of a business for the purpose of risk avoidance, and to establish control mechanisms.					x								
	3	To have the confidence to make sound and rational legal decisions, and to use changes in the law opportunistically.							x						
	4	To understand how to achieve a satisfactory resolution of business disputes, and compare and contrast various means of resolution, including Alternative Dispute Resolution									x				
BUS 128	1	Students will be able to prepare and deliver competent oral presentations for a variety of business situations. Competent presentations will be defined as those that generate a positive audience response via a clear, compelling, credible and concise presentation.							x						
	2	Students will be able to analyze common business scenarios, determine the appropriate response method for that scenario, and prepare a typed business message/response within a timed deadline.			x										
	3	Given a business scenario, students will be able to research and evaluate possible solutions and then summarize their findings via a persuasive analytical report that recommends the best choice among those options.					x							x	
BUS 131	1	Utilize freight tariffs and select the optimum mode of transportation in terms of cost versus time.												x	X
	2	Prepare and utilize freight documents, including bills of lading, pack lists, commercial invoices and shipper's letters of instructions.												x	
	3	Negotiate transportation contracts and analyze claim prevention.												x	

COURSE #	SLO		FA 2015	Spr 2016	FA 2016	Spr 2017	FA 2017	Spr 2018	FA 2018	Spr 2019	FA 2019	Spr 2020	FA 2020	Spr 2021	Spring 2015
BUS 133	1	Design and select the appropriate medium for a direct marketing campaign.												x	
	2	Plan the utilization of creative agencies, list brokers, letter shops, fulfillment houses and telephone marketers.												x	
	3	Estimate the profitability of a direct marketing campaign												x	
~~**BUS 137 A-D**~~	~~1~~	~~Select work related situation and execute a contract with the cooperating agency~~													
	~~2~~	~~Demonstrate technical skills while working in the professional business environment~~													
	~~3~~	~~Demonstrate appropriate course techniques for on-the-job-skills~~													
BUS 140	1	Assemble market information and prepare, execute and evaluate a new business feasibility study in preparation for writing a business plan.												x	
	2	Develop a marketing plan to introduce a new product or service into the US market place from product development to delivery to the consumer.												x	
	3	Prepare a complete business plan for submission to a bank or investor including cash flow and profit and loss analysis, balance sheets, and facilities, equipment and personnel requirements												x	
BUS 141	1	Compare and contrast small business management to large corporate management.												x	
	2	Identify ways a small business owner can develop time and money saving techniques for small business management.												x	
	3	Manage a small business using practical solutions to common problems and inspire and maintain ethical behavior from employees.												x	
BUS 142	1	Summarize the effects of selling in a market economy.			x										

COURSE #	SLO		FA 2015	Spr 2016	FA 2016	Spr 2017	FA 2017	Spr 2018	FA 2018	Spr 2019	FA 2019	Spr 2020	FA 2020	Spr 2021	Spring 2015
	2	Create a prospecting plan and develop and use closing techniques.					x								
	3	Evaluate and apply ethical practices in persuasion and selling.							x						
BUS 144	1	Demonstrate the principles of advertising and design an advertising plan.												x	
	2	Design effective promotional programs for a wide assortment of media applications.												x	
	3	Understand the elements and ethical issues relating to advertising												x	
BUS 146	1	Utilize marketing analysis and strategy to identify marketing opportunities.				x									
	2	Define ideal target markets for broad industries as well as specific products and services, utilizing demographic and psychographic descriptions.						x							
	3	Develop effective promotional mix strategies for specific products and services, and their related target markets.								x					
BUS 147	1	Learn the background and history of how the web works												x	
	2	Evaluate domain and hosting options and analyze search engine optimization and keywords												x	
	3	Explore affiliate marketing and learn how to launch and maintain successful, non-spam email marketing campaigns.												x	
	4	Create banner ads and sell your own ads												x	
BUS 148	1	Identify and demonstrate skills and attitudes necessary to provide excellent customer relations.												x	
	2	Describe how communicating with customers can improve customer relations by defusing angry situations and handling complaints effectively and efficiently.												x	

COURSE #	SLO		FA 2015	Spr 2016	FA 2016	Spr 2017	FA 2017	Spr 2018	FA 2018	Spr 2019	FA 2019	Spr 2020	FA 2020	Spr 2021	Spring 2015
	3	Recognize the concept of internal and external customers, customer satisfaction and customer retention.												x	
BUS 152	1	Student will be able to recognize the cost of home ownership, identify the types of mortgages and compute their corresponding monthly mortgage payment amounts.												x	
BUS 155	1	Describe the external and global environments relevant to human resources management.												x	
	2	Describe and define the current field of human resources management, including the roles played by members of the HRM function in organizational strategy formulation and the functions of job design and job analysis.												x	
	3	Identify and describe equal employment opportunity laws and other regulations affecting the field of human resources management.												x	
	4	Explain work rules, policies, and procedures within a functioning organization, including grievance and progressive-discipline procedures and common union contract provisions.												x	
	5	Apply basic HR planning, staffing, training and development, performance management, compensation, health and safety, and employee and labor relations strategies to business objectives.												x	
BUS 156	1	Describe the relationship of the functions of management such as planning, organizing, leading and controlling to the contribution of the effective and efficient attainment of organizational goals.				x									
	2	Discuss and explain the main issues affecting businesses today such as globalization, ethics, diversity, time management, the economy, communications and group dynamics.													

COURSE #	SLO		FA 2015	Spr 2016	FA 2016	Spr 2017	FA 2017	Spr 2018	FA 2018	Spr 2019	FA 2019	Spr 2020	FA 2020	Spr 2021	Spring 2015
	3	Recognize change in today's global business environment and identify ways to positively initiate change in the business organization													
BUS 158	1	Demonstrate knowledge of the many segments of the tourism & hospitality industry and the key management issues related to the industry.				x									
	2	Describe and apply best management and business practices in the tourism & hospitality industry workplace.						x							
	3	Apply quality management principles in tourism and hospitality industry situations								x					
~~BUS 159 A-D~~	~~1~~	~~Select work related situation and execute a contract with the cooperating agency~~													
	~~2~~	~~Demonstrate technical skills while working in the professional business environment~~													
	~~3~~	~~Demonstrate appropriate course techniques for on-the-job skills~~													
BUS 160	1	Analyze and evaluate financial reports that are unique to the hospitality industry and apply that knowledge in creating and analyzing budgets.												x	
	2	Apply analytical skills when facing a financial decision unique to the hospitality industry, providing a well thought-out and documented solution.												x	
	3	Demonstrate the importance of internal controls specifically within the hospitality environment and recognize the importance of ethical behavior in the hospitality and tourism industry.												x	
~~BUS 176~~	~~1~~	~~**CROSS-LISTED: SEE BOT 176**~~													

COURSE #	SLO		FA 2015	Spr 2016	FA 2016	Spr 2017	FA 2017	Spr 2018	FA 2018	Spr 2019	FA 2019	Spr 2020	FA 2020	Spr 2021	Spring 2015
BUS 195	1	Identify key characteristics and benefits to personal financial planning and budgeting, and apply appropriate techniques to optimize the development of an effective Personal Financial Plan.				x									
	2	Identify key characteristics and benefits to appropriate liquidity, long-term liability, investment, and risk management techniques.						x							
	3	Compare and contrast the various financial, banking, insurance, and investment institutions, analyze the differences in their products, and effectively utilize these products to assist in the attainment of specific financial and non-financial goals relative to personal financial planning								x					
~~BUS 199~~	~~1~~	~~Students will be able to identify, examine, and assess a component of the discipline in a study of individualized content~~													
BUS 229	1	Identify and assess principles of insurance types, policies and contracts.												x	
BUS 233	1	Interpret, analyze and apply the major components of personal insurance contracts including life and health insurance												x	
BUS 234	1	Interpret, analyze and apply the major components of commercial insurance contracts												x	
BUS 235	1	Understand and explain the three elements of continuous improvement: customer orientation, process improvement and employee involvement.												x	
BUS 250	1	Analyze and evaluate international business opportunities within the framework of differing legal and cultural environments around the world.				x									

COURSE #	SLO		FA 2015	Spr 2016	FA 2016	Spr 2017	FA 2017	Spr 2018	FA 2018	Spr 2019	FA 2019	Spr 2020	FA 2020	Spr 2021	Spring 2015
	2	Implement programs that take into consideration regional economic integration and national differences in political economies and the effects of globalization on these programs.						x							
	3	Assess and evaluate the influence of international business strategies and ethical behavior								x					
BUS 251	1	Apply international trade terminology to cross border transactions.												x	
	2	Evaluate and select a US Customs Broker for international transactions.												x	
	3	Employ U.S. Customs regulations and tariffs using the Harmonized Tariff Schedule of the U.S.												x	
BUS 252	1	Student will be able to evaluate legal and cultural requirements associated with the international movement of goods and services.												x	x
	2	Evaluate and select competitive international supply chain options such as products, manufacturers, transportation, insurance and finance in order to maximize organizational profitability.												x	
	3	Demonstrate knowledge of US Customs documentation and legal procedures to facilitate rapid Customs clearance and movement of goods.												x	
	4	Analyze and apply trade data and statistics in international business and recognize new global business trends.												x	
BUS 253	1	Manage and resolve with expertise the complexities of dealing with cultural, political and economic differences in terms of interacting with an international customer base.												x	
	2	Compare and evaluate international market and economic indicators to forecast present and future market trends and conditions.												x	

COURSE #	SLO		FA 2015	Spr 2016	FA 2016	Spr 2017	FA 2017	Spr 2018	FA 2018	Spr 2019	FA 2019	Spr 2020	FA 2020	Spr 2021	Spring 2015
	3	Identify and apply international market research techniques to select profitable products and target markets and segments.												x	
	4	Employ efficient and effective professional commercial communication skills for successful international sales and customer service.												x	
BUS 256	1	Show knowledge and self confidence while negotiating best possible payment terms and alternatives with foreign clients.												x	
	2	Efficiently cope with and resolve the challenges that arise when dealing with Letters of Credit received with discrepancies and errors, as well as all other standard complexities of international payment systems.												x	
	3	Evaluate the foreign exchange forward market and adopt the best judgment in order to protect the company's profitability in the face of future payments and the foreign exchange risk associated with that future date.												x	
BUS 257	1	Compare and evaluate different modes of transportation such as land, air and ocean freight and their effects on the profitability of an import/export operation.												x	
	2	Apply basis business and accounting standards to freight and forwarding services and the negotiation and auditing of logistics contracts for profitability.												x	
	3	Discuss the importance of the many types of insurance for international transactions and shipments												x	
BUS 258	1	Categorize and interpret the differences in culture and their effects on international business.				x									
	2	Differentiate the cultural differences in countries around the world to ones own cultural background and establish common ground for negotiation and business success.						x							

COURSE #	SLO		FA 2015	Spr 2016	FA 2016	Spr 2017	FA 2017	Spr 2018	FA 2018	Spr 2019	FA 2019	Spr 2020	FA 2020	Spr 2021	Spring 2015
	3	Identify cultural perceptions and their effects on verbal and non-verbal communications.								x					
~~BUS 265 A-D~~	~~1~~	~~Select work related situation and execute a contract with the cooperating agency~~													
	~~2~~	~~Demonstrate technical skills while working in the professional business environment~~													
	~~3~~	~~Demonstrate appropriate course techniques for on-the-job-skills~~													
~~BUS 266~~	~~1~~	~~Select work related situation and execute a contract with the cooperating agency~~													
	~~2~~	~~Demonstrate technical skills while working in the professional business environment~~													
	~~3~~	~~Demonstrate appropriate course techniques for on-the-job-skills~~													
~~BUS 267~~	~~1~~	~~Select work related situation and execute a contract with the cooperating agency~~													
	~~2~~	~~Demonstrate technical skills while working in the professional business environment~~													
	~~3~~	~~Demonstrate appropriate course techniques for on-the-job-skills~~													
~~BUS 299~~	~~1~~	~~A: Students will be able to define and analyze components of the discipline within a specialized topic of the discipline.~~													
	~~2~~	~~B: Students will be able to define, analyze, and synthesize components of the discipline within a specialized topic of the discipline.~~													