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## Academic Assessment

### Program Learning Outcomes

Division	Math, Science, Business & Technology
Program	Business Administration
Degree/Certificate	Associate in Applied Science
Program Learning Outcomes	Students will be able to: <ol style="list-style-type: none"><li>1. Apply appropriate problem solving and decision making skills.</li><li>2. Write business documents clearly, concisely and analytically.</li><li>3. Work effectively with a range of current, standard office productivity software applications in a business environment.</li><li>4. Define the ethical responsibilities of business organization and identify relevant ethical issues.</li><li>5. Demonstrate effective written and verbal communication skills.</li></ol>

Submitted 11/7/2019