

SLO Report Business & Workforce Development

Fall 2014

Unit Name	Course ID	Course Name	Unit Name	Course SLO Name	Course SLO	Criterion for Success	Reporting Period	Criterion for Success Met
Academic (BUS&TECH) - Accounting	Accounting for Income Taxes	Calculate Income	Academic (BUS&TECH) - Accounting	Calculate income using the components of the Federal Income Tax Formula for individuals, corporations, partnerships, and fiduciaries (trusts & estates).	2014-2015 (Fall 2014)		01/29/2015	
	Bookkeeping for Small Business	slo#C Accounting Equation	Academic (BUS&TECH) - Accounting	Analyze business transactions involving all five elements of the fundamental accounting equation for a service or merchandise business.	2014-2015 (Fall 2014)		02/10/2015	
	Computerized Accounting	slo#3 New company data	Academic (BUS&TECH) - Accounting	Develop records in QuickBooks for a new company set-up including chart of accounts, data entry, and security procedures.	2014-2015 (Spring 2015)		01/20/2015	
	Financial Accounting	CSLO 2 Communicate Financial Information	Academic (BUS&TECH) - Accounting	Prepare, analyze and interpret the four basic financial statements to communicate financial information to others.	2016-2017 (Fall 2016)		02/03/2015	
	Intermediate Accounting	slo#3 Financial Statements	Academic (BUS&TECH) - Accounting	Assess, apply, and compare financial accounting concepts and alternative methods	2014-2015 (Fall 2014)		01/20/2015	

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				set forth in Generally Accepted Accounting Principles (GAAP) in the preparation and analysis of the balance sheet, income statement, statement of cash flows, retained earnings statement, and the statement of comprehensive income.				
		slo#4 Financial Statement Disclosures	Academic (BUS&TECH) - Accounting	Evaluate complex financial statement measurements and disclosure requirements for the reporting of earnings per share, discontinued operations, extraordinary items, changes in accounting methods, and recognition of gains and losses.	2014-2015 (Fall 2014)		01/20/2015	
	Managerial Accounting	slo#2 Cost Accounting	Academic (BUS&TECH) - Accounting	Prepare and analyze accounting information for job order costing, process costing, and activity-based costing.	2015-2016 (Spring 2016)		02/10/2015	
Academic (BUS&TECH) - Air Conditioning/Ref rigeration	Air Conditioning Control Systems	SLO2 - Pneumatic Control Systems	Academic (BUS&TECH) - Air Conditioning/Ref rigeration	Describe pneumatic control system: air compressor station and control devices.	2014-2015 (Fall 2014)	Without this basic understanding, a technician is at a loss approaching an air compressor and its constituent mechanisms	12/21/2014	

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	Electrical Principles for Air Conditioning/Ref rigeration	SLO1 - Principles AC/Refrigeration	Academic (BUS&TECH) - Air Conditioning/Ref rigeration	Understand Principles of Electricity.	2015-2016 (Fall 2015)	and operation.	11/02/2015	
		SLO4 - Electrical Components and Preventative Maintenance	Academic (BUS&TECH) - Air Conditioning/Ref rigeration	Have knowledge to install electrical components and perform preventative maintenance checks.	2014-2015 (Fall 2014)	83% of students successfully achieved the required skills (23 students). Of the 17%, those remaining 5 students were able to complete their final lab on the second attempt. It was necessary that all students complete this SLO.	12/21/2014	
	Hydronics and Air Distribution	SLO3 - Concepts of Hydronic Cooling/Heating Systems	Academic (BUS&TECH) - Air Conditioning/Ref rigeration	Describe fundamental concepts of hydronic cooling/heating systems.	2014-2015 (Fall 2014)	Due to the complexities for these two systems, some of the students will find this difficult to retain and understand completely.	12/21/2014	
	Intermediate Air Conditioning	SLO3 - Psychometrics	Academic (BUS&TECH) - Air Conditioning/Ref rigeration	Apply practical psychrometrics to maintain an efficient system.	2014-2015 (Fall 2014)	this is a very complicated level of understanding	02/23/2015	
	Refrigeration Principles	SLO4 - Preventative Maintenance Checks	Academic (BUS&TECH) - Air Conditioning/Ref rigeration	Have knowledge to part-take in preventative maintenance checks.	2015-2016 (Fall 2015)		12/21/2014	
	Refrigeration Service	SLO4 - EPA Certification Test	Academic (BUS&TECH) - Air Conditioning/Ref rigeration	Attempt to pass the EPA Certification test (Section 608, Safe Handling of Refrigerants).	2014-2015 (Spring 2015)		02/23/2015	
	Sheet Metal Principles	SLO7 - Assemble and Install	Academic (BUS&TECH) - Air Conditioning/Ref rigeration	Fabricate and install sheet metal for architectural sheet metal applications.	2014-2015 (Fall 2014)	Ongoing modification to the 'learn by doing' approach to AIRC 145, Sheet Metal Principles, is based on the latest changes to the Uniformed Mechanical	04/28/2015	

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						Code and feedback from the other HVAC instructors and local Mechanical contractors.		
Academic (BUS&TECH) - Business	Accounting for Income Taxes	Calculate Income	Academic (BUS&TECH) - Accounting	Calculate income using the components of the Federal Income Tax Formula for individuals, corporations, partnerships, and fiduciaries (trusts & estates).	2014-2015 (Fall 2014)		01/29/2015	
	Bookkeeping for Small Business	slo#C Accounting Equation	Academic (BUS&TECH) - Accounting	Analyze business transactions involving all five elements of the fundamental accounting equation for a service or merchandise business.	2014-2015 (Fall 2014)		02/10/2015	
	Computerized Accounting	slo#3 New company data	Academic (BUS&TECH) - Accounting	Develop records in QuickBooks for a new company set-up including chart of accounts, data entry, and security procedures.	2014-2015 (Spring 2015)		01/20/2015	
	Financial Accounting	CSLO 2 Communicate Financial Information	Academic (BUS&TECH) - Accounting	Prepare, analyze and interpret the four basic financial statements to communicate financial information to others.	2016-2017 (Fall 2016)		02/03/2015	
	Intermediate Accounting	slo#3 Financial Statements	Academic (BUS&TECH) - Accounting	Assess, apply, and compare financial accounting concepts and	2014-2015 (Fall 2014)		01/20/2015	

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				alternative methods set forth in Generally Accepted Accounting Principles (GAAP) in the preparation and analysis of the balance sheet, income statement, statement of cash flows, retained earnings statement, and the statement of comprehensive income.				
		slo#4 Financial Statement Disclosures	Academic (BUS&TECH) - Accounting	Evaluate complex financial statement measurements and disclosure requirements for the reporting of earnings per share, discontinued operations, extraordinary items, changes in accounting methods, and recognition of gains and losses.	2014-2015 (Fall 2014)		01/20/2015	
	Managerial Accounting	slo#2 Cost Accounting	Academic (BUS&TECH) - Accounting	Prepare and analyze accounting information for job order costing, process costing, and activity-based costing.	2015-2016 (Spring 2016)		02/10/2015	
	Business English and Writing	008-c	Academic (BUS&TECH) - Business	C. Analyze the differences among various types of documentation and select the most	2015-2016 (Fall 2015)		03/06/2015	

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					appropriate medium			
	Human Relations and Leadership	135-4	Academic (BUS&TECH) - Business	4. Analyze the importance of human relation in team building and management.	2015-2016 (Fall 2015)		06/12/2015	
	Introduction to Business	General Theory and Practice	Academic (BUS&TECH) - Business	#1. Describe the conditions and structure of the contemporary business environment.	2015-2016 (Fall 2015)	Midterm 2, Q2-11	05/22/2015	
	Introduction to Investments	025-4	Academic (BUS&TECH) - Business	4. Explain types of investments, and risk and return on investments.	2015-2016 (Fall 2015)		07/21/2015	
		025-5	Academic (BUS&TECH) - Business	5. Describe the factors of retirement and estate planning.	2014-2015 (Fall 2014)		07/21/2015	
		1	Academic (BUS&TECH) - Business	1.Analyze personal financial statements.	2014-2015 (Spring 2015)		06/12/2015	
	Legal Environment of Business	General Theory and Practice	Academic (BUS&TECH) - Business	#1. Explain the basics of the legal system and describe the legal process. #2. Evaluate business regulations and identify various torts and business crimes.	2014-2015 (Fall 2014)		05/29/2015	
	Marketing Principles	120-1	Academic (BUS&TECH) - Business	1.Discuss the evolution of marketing philosophies in relationship to business and the economy. (I:A, C)	2014-2015 (Fall 2014)	Plan and develop an effective marketing mix for a non-profit organization.	06/12/2015	
	Principles of Management	113-1	Academic (BUS&TECH) - Business	1. Define the term management and	2014-2015 (Fall 2014)		06/12/2015	

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			Business		identify the functions and roles of a manager.			
	Small Business Management	068-5	Academic (BUS&TECH) - Business	5.Develop a business plan.	2015-2016 (Spring 2016)		06/12/2015	
Academic (BUS&TECH) - Computer Applications	Computer Keyboarding	SLO #1 Apply	Academic (BUS&TECH) - Computer Applications	Apply touch keyboarding techniques.	2015-2016 (Spring 2016)	Students start off strong in attendance, but near the middle of the semester begin to slack off due to personal problems, finances, childcare issues, etc. Instructors advise students of services that are available to help so they can continue their educational experience, but sometimes this is not enough. Ongoing efforts continue to be investigated to help solve these issues. Each week the calendar is reviewed; whereby, at the end of the semester, students know where they should be. JP The SLOs are reviewed every semester for synchronization and to ensure students meet the objectives of each course.	03/05/2015	
		SLO #5 Determine	Academic (BUS&TECH) - Computer Applications	Determine keyboarding speed	2014-2015 (Fall 2014)		03/05/2015	
	Computer Literacy	SLO #5 Documents	Academic (BUS&TECH) - Computer Applications	5. Construct documents in Microsoft Word, Excel, and PowerPoint.	2014-2015 (Fall 2014)		03/10/2015	
	Document Processing	SLO #1 5-min. timings	Academic (BUS&TECH) -	1. Demonstrate 40 net words per	2015-2016 (Spring 2016)		03/05/2015	

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			Computer Applications	minute or higher on five minute timed writings using touch-keyboarding skills.				
		SLO #3 Reports	Academic (BUS&TECH) - Computer Applications	3. Construct reports, business letters, envelopes, memos, and tables into professional documents.	2015-2016 (Spring 2016)		06/23/2015	
	Getting Started with PowerPoint	SLO #1	Academic (BUS&TECH) - Computer Applications	Construct a presentation.	2015-2016 (Fall 2015)		04/10/2015	
		SLO #3	Academic (BUS&TECH) - Computer Applications	Format a presentation	2014-2015 (Fall 2014)		04/10/2015	
	Getting Started with Excel	SLO #1	Academic (BUS&TECH) - Computer Applications	Construct a worksheets and print	2014-2015 (Spring 2015)		04/10/2015	
		SLO #3	Academic (BUS&TECH) - Computer Applications	Use of functions and formulas.	2014-2015 (Fall 2014)		04/10/2015	
	Getting Started with Microsoft Word	SLO #5	Academic (BUS&TECH) - Computer Applications	Produce documents using clip art and other graphics.	2014-2015 (Fall 2014)		03/10/2015	
	Getting Started with the Internet	SLO #7	Academic (BUS&TECH) - Computer Applications	Construct key word searches.	2015-2016 (Fall 2015)		04/30/2015	
	Microsoft Access Expert	SLO #1	Academic (BUS&TECH) - Computer Applications	Create and customize forms and reports, macros, Pivot Tables, and Pivot Charts.	2015-2016 (Fall 2015)		04/07/2015	
	Microsoft	SLO #2	Academic	Utilize wizards on	2014-2015 (Fall 2014)		04/07/2015	

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	Access Specialist		(BUS&TECH) - Computer Applications		forms and reports.			
		SLO #4	Academic (BUS&TECH) - Computer Applications	Create a calculated field and add a row to a query.	2014-2015 (Fall 2014)		04/07/2015	
	Microsoft Excel Expert	SLO #1	Academic (BUS&TECH) - Computer Applications	Create, format and edit charts and work with diagrams	2015-2016 (Fall 2015)		04/07/2015	
		SLO #2	Academic (BUS&TECH) - Computer Applications	Work with pivot tables and pivot charts and auditing tools	2014-2015 (Fall 2014)		04/07/2015	
	Microsoft Excel Specialist	SLO #1	Academic (BUS&TECH) - Computer Applications	Create, save, navigate, and print Excel workbooks	2015-2016 (Fall 2015)		04/06/2015	
		SLO #3	Academic (BUS&TECH) - Computer Applications	Demonstrate and experiment with formulas and cell referencing	2014-2015 (Fall 2014)		04/06/2015	
	Microsoft Office	SLO #2 Charting	Academic (BUS&TECH) - Computer Applications	Apply spreadsheet and charting techniques using Excel, Access, and PowerPoint.	2015-2016 (Fall 2015)		03/10/2015	
		SLO #4 Presentations	Academic (BUS&TECH) - Computer Applications	Create, enhance, and edit presentations.	2015-2016 (Spring 2016)		03/05/2015	
	Microsoft PowerPoint Expert	SLO #1	Academic (BUS&TECH) - Computer Applications	Apply advanced graphics using pictures and wordart	2015-2016 (Fall 2015)		04/07/2015	
	Microsoft PowerPoint Specialist	SLO #1	Academic (BUS&TECH) - Computer Applications	Create a presentation	2015-2016 (Fall 2015)		04/07/2015	
	Microsoft Word Expert	SLO #1 Table Styles	Academic (BUS&TECH) - Computer Applications	Demonstrate advanced table	2014-2015 (Fall 2014)		03/10/2015	

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			Computer Applications		style features.			
	Microsoft Word Specialist	SLO #3 Styles	Academic (BUS&TECH) - Computer Applications	Demonstrate usage of various styles, multilevel lists, charts, and building blocks.	2015-2016 (Fall 2015)		03/10/2015	
	Speed and Accuracy	SLO #4 Diagnostic timings	Academic (BUS&TECH) - Computer Applications	4. Analyze diagnostic timings for continued improvement	2015-2016 (Spring 2016)		03/05/2015	
		SLO #5 Increase rates	Academic (BUS&TECH) - Computer Applications	5. Increase speed and accuracy rates from Beginning to Intermediate level by a score of 20% or higher	2014-2015 (Fall 2014)		03/05/2015	
Academic (BUS&TECH) - Computer Information Systems	A+ Core PC Hardware Technology	Explain and interpret a problem scenario.	Academic (BUS&TECH) - Computer Information Systems	Given a scenario, explain and interpret common hardware and operating system symptoms and their causes.	2014-2015 (Fall 2014)		05/04/2015	
	A+ Core PC Operating Systems Technology	Windows Operating Systems	Academic (BUS&TECH) - Computer Information Systems	Compare and contrast the different Windows Operating Systems and their features	2015-2016 (Fall 2015)		05/04/2015	
	Administering Microsoft SQL Server	Microsoft SQL server login.	Academic (BUS&TECH) - Computer Information Systems	Demonstrates understanding of SQL server login and SQL server database user login.	2014-2015 (Fall 2014)		05/04/2015	
	C/C++ Programming	File access	Academic (BUS&TECH) - Computer Information Systems	6. Create programs that use sequential and random access files	2014-2015 (Fall 2014)		05/04/2015	
	Cisco Network Essentials	Network layer protocols.	Academic (BUS&TECH) - Computer Information Systems	Given a scenario on the functions of TCP/IP Network-layer protocols; analyze where problems are	2015-2016 (Fall 2015)		05/04/2015	

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					likely to occur in a LAN or WAN.			
		OSI Model	Academic (BUS&TECH) - Computer Information Systems	Identifying and describe the basic functions of the OSI model.	2015-2016 (Fall 2015)	success criteria	03/30/2016	
	Cisco Router and IOS Software	RIP and IGRP routing protocols.	Academic (BUS&TECH) - Computer Information Systems	Recognize problems that occur after adding RIP and IGRP routing protocols to a router configuration.	2014-2015 (Fall 2014)		05/04/2015	
	Database Technology	Database setup	Academic (BUS&TECH) - Computer Information Systems	6. Describe and differentiate tables, buffer pools, and recovery methods along with Connect and Prep processes that are unique to relational databases.	2014-2015 (Fall 2014)		05/04/2015	
	Internet Principles and Protocols	IPV 6	Academic (BUS&TECH) - Computer Information Systems	Explain the need for a new version of TCP IP	2014-2015 (Fall 2014)		05/01/2015	
	Introduction to Computer Information Systems	Communication Concepts	Academic (BUS&TECH) - Computer Information Systems	Students Interpret technology communication concepts including wired and wireless networks, servers and clients, users interfaces, operating systems, applications, utilities, and programming languages.	2014-2015 (Fall 2014)		05/04/2015	
	Introduction to PC Hardware and Diagnostics	Recognize diverse computer	Academic (BUS&TECH) - Computer	Recognize diverse computer architectures and	2014-2015 (Fall 2014)		05/04/2015	

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			Information Systems		implementations.			
	Java Programming	Organize solution	Academic (BUS&TECH) - Computer Information Systems	3. Organize a solution to a large program by breaking the program into smaller parts.	2014-2015 (Fall 2014)		05/04/2015	
	Javascript Programming	Client/Server	Academic (BUS&TECH) - Computer Information Systems	4. Describe and illustrate the different tiers in a multi-tier client/server system.	2014-2015 (Fall 2014)		05/04/2015	
	Object Oriented Programming Using C++	Polymorphism	Academic (BUS&TECH) - Computer Information Systems	6. Create dynamic objects that are instantiated during run-time and develop solutions using polymorphism.	2014-2015 (Fall 2014)		05/04/2015	
	Unix System Administration	Setup accounts	Academic (BUS&TECH) - Computer Information Systems	2. Setup user accounts, file systems, disks, ?X? window system, print spoolers, and networks.	2014-2015 (Fall 2014)		05/04/2015	
	Visual Basic Programming	Procedures & Functions	Academic (BUS&TECH) - Computer Information Systems	3. Analyze and use sub procedures and function procedures.	2014-2015 (Fall 2014)		05/04/2015	
	Web 2.0 Programming	Ajax	Academic (BUS&TECH) - Computer Information Systems	2. Apply the crucial features of Ajax	2014-2015 (Fall 2014)		05/20/2015	
	Windows 2003 Server	Windows Server configuration.	Academic (BUS&TECH) - Computer Information Systems	Identify and describe the proper configuration for Windows Server printing, Windows Server environment,	2015-2016 (Fall 2015)		05/19/2015	

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				and Data Storage.				
		Windows Server options.	Academic (BUS&TECH) - Computer Information Systems	Compare and contrast Windows Server full and core options.	2015-2016 (Fall 2015)		05/19/2015	
		Windows Server services deployment.	Academic (BUS&TECH) - Computer Information Systems	Demos for deployment of Internet information services (IIS) and Certificates of Authority (CA).	2014-2015 (Fall 2014)		05/19/2015	
		Windows server setup.	Academic (BUS&TECH) - Computer Information Systems	Install and configure Windows Server.	2014-2015 (Fall 2014)		05/01/2015	
	Windows XP Professional	Windows configuration.	Academic (BUS&TECH) - Computer Information Systems	Identify and described the proper configuration for Windows printing, environment, and Data Storage.	2015-2016 (Fall 2015)		05/01/2015	
	XML Fundamentals	Namespace	Academic (BUS&TECH) - Computer Information Systems	6. Describe the purpose of XML namespaces and illustrate their usage.	2014-2015 (Fall 2014)		05/04/2015	
Academic (BUS&TECH) - Construction Technology	Architectural Drawing and Home Planning	A.	Academic (BUS&TECH) - Construction Technology	Organize, analyze, and interpret building codes for residential housing.	2014-2015 (Fall 2014)		04/10/2015	
		D	Academic (BUS&TECH) - Construction Technology	Draw foundation plans, showing all city/state building department requirements for a building permit.	2014-2015 (Fall 2014)		04/10/2015	
	Blueprint Reading	A. Organize construction drawings	Academic (BUS&TECH) - Construction Technology	A.Organize construction drawings	2014-2015 (Spring 2015)		01/12/2015	

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		B. Identify print sections, specifications, and state local building codes	Academic (BUS&TECH) - Construction Technology	B. Identify print sections, specifications, and state and local building codes, applicable to given blueprints.	2015-2016 (Fall 2015)		01/12/2015	
		C. Identify symbols found on construction drawings	Academic (BUS&TECH) - Construction Technology	C Identify symbols found on construction-related drawings and match them with materials, including green materials	2012-2013 (Fall 2012)		01/12/2015	
		D. Interpret and reproduce a sketch	Academic (BUS&TECH) - Construction Technology	D. Interpret and reproduce a sketch to match an existing blueprint plan.	2011-2012 (Spring 2012)		01/12/2015	
	Building Code for the Construction Industry	Building code	Academic (BUS&TECH) - Construction Technology	B. Identify and differentiate various building codes.	2014-2015 (Fall 2014)		06/08/2015	
	Concrete Construction	C	Academic (BUS&TECH) - Construction Technology	Interpret and analyze topographical plot plans and read engineering rods.	2014-2015 (Fall 2014)		05/19/2015	
	Construction Blueprint Reading, Estimating, Codes and Specifications	B	Academic (BUS&TECH) - Construction Technology	Identify the various print sections and specifications included in a set of drawings.	2014-2015 (Fall 2014)		05/19/2015	
	Construction Tools, Materials and Processes	SLO 0-1-1 A. Choose Proper Tools	Academic (BUS&TECH) - Construction Technology	Choose the proper tools and safely use them for common construction processes.	2015-2016 (Fall 2015)		01/12/2015	
		SLO 0-1-2 B. Protect Personal Health	Academic (BUS&TECH) - Construction Technology	Identify ways to protect personal health in the work place.	2011-2012 (Fall 2011)		01/12/2015	
		SLO 0-1-3 C.	Academic	Recognize and	2014-2015 (Spring 2015)		01/12/2015	

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		Common Building Materials	(BUS&TECH) - Construction Technology	properly name common building materials.				
		SLO 0-1-4 D. Plan and Build Projects	Academic (BUS&TECH) - Construction Technology	Plan and build simple projects.	2012-2013 (Spring 2013)		01/12/2015	
	Estimating	B	Academic (BUS&TECH) - Construction Technology	Estimate, calculate and organize construction costs from blueprints	2014-2015 (Spring 2015)		01/12/2015	
		C	Academic (BUS&TECH) - Construction Technology	Compare and contrast green material to dimensional lumber.	2014-2015 (Spring 2015)		01/12/2015	
	Green Construction	1	Academic (BUS&TECH) - Construction Technology	Describe the advantages of green building.	2014-2015 (Spring 2015)		01/12/2015	
		2	Academic (BUS&TECH) - Construction Technology	Compare several methods to build green structures.	2012-2013 (Fall 2012)		01/12/2015	
			Academic (BUS&TECH) - Construction Technology	Compare several methods to build green structures.	2015-2016 (Fall 2015)		01/12/2015	
		3	Academic (BUS&TECH) - Construction Technology	Identify systems of a healthy and comfortable indoor environment.	2012-2013 (Fall 2012)		01/12/2015	
			Academic (BUS&TECH) - Construction Technology	Identify systems of a healthy and comfortable indoor environment.	2015-2016 (Fall 2015)		01/12/2015	
		4	Academic (BUS&TECH) - Construction Technology	Discuss methods of conserving water and energy.	2012-2013 (Fall 2012)		01/12/2015	
		5	Academic (BUS&TECH) - Construction	Analyze methods of conserving resources in	2012-2013 (Fall 2012)		01/12/2015	

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			Technology		buildings.			
	6		Academic (BUS&TECH) - Construction Technology		Discuss methods to rate green buildings and identify green washing.	2012-2013 (Fall 2012)	01/12/2015	
	Interior/Exterior Finish	A	Academic (BUS&TECH) - Construction Technology		Identify and describe various common construction defects.	2014-2015 (Fall 2014)	06/08/2015	
			Academic (BUS&TECH) - Construction Technology		Identify and describe various common construction defects.	2015-2016 (Fall 2015)	06/08/2015	
	Introduction to National Electrical Code	A.	Academic (BUS&TECH) - Construction Technology		Identify and categorize basics of the National Electrical Code (NEC).	2014-2015 (Fall 2014)	05/19/2015	
	OSHA Construction Safety Standards	B Hazardous	Academic (BUS&TECH) - Construction Technology		Recognize and classify hazardous materials on a construction site.	2014-2015 (Fall 2014)	06/08/2015	
	Residential Construction Framing	Analyze (A)	Academic (BUS&TECH) - Construction Technology		Analyze basic building plans.	2014-2015 (Spring 2015)	01/12/2015	
		B	Academic (BUS&TECH) - Construction Technology		Apply building codes and specifications.	2011-2012 (Spring 2012)	01/12/2015	
		C	Academic (BUS&TECH) - Construction Technology		Explain ways to build healthy, energy and resource efficient buildings.	2012-2013 (Fall 2012)	01/12/2015	
		D	Academic (BUS&TECH) - Construction Technology		Demonstrate the rough framing of floors, walls, and ceilings of a building.	2012-2013 (Fall 2012)	01/12/2015	

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		Properly and safely use construction tools (E)	Academic (BUS&TECH) - Construction Technology	Properly and safely use construction tools and equipment, and personal protective equipment, on the jobsite.	2015-2016 (Fall 2015)		01/12/2015	
	Residential Construction Plumbing	3	Academic (BUS&TECH) - Construction Technology	Design, sketch, and revise basic plumbing systems.	2014-2015 (Fall 2014)		06/08/2015	
	Residential/Commercial Wiring	A.	Academic (BUS&TECH) - Construction Technology	Classify and describe various sources of electrical power and units of electricity.	2014-2015 (Fall 2014)		06/08/2015	
	Roof Framing Systems	D	Academic (BUS&TECH) - Construction Technology	Compare and contrast green construction materials to non-green materials.	2014-2015 (Fall 2014)		05/19/2015	
Academic (BUS&TECH) - Cosmetology	Cosmetology Freshman Laboratory	SLO #5 Chemical Services	Academic (BUS&TECH) - Cosmetology	Perform chemical services in accordance with manufacturer's directions and safety protocols.	2014-2015 (Fall 2014)		06/01/2015	
	Cosmetology Freshman Theory	4	Academic (BUS&TECH) - Cosmetology	4. Identify the chemical compounds used in hair, skin, and nail products and their effects.	2015-2016 (Spring 2016)		03/06/2015	
	Cosmetology Senior Laboratory	slo# 5 and # 6	Academic (BUS&TECH) - Cosmetology	5. Perform advanced waxing techniques. 6. Execute the skills and techniques of a professional cosmetologist.	2014-2015 (Spring 2015)		03/06/2015	

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	Cosmetology Teacher Training I	#1 Curriculum	Academic (BUS&TECH) - Cosmetology	Write curriculum and lesson plans for all Cosmetology skills	2014-2015 (Fall 2014)	Students presented in class, were graded by the instructor and evaluated by their peers.	06/01/2015	
	Senior Laboratory Special Problems	Massage Manipulations	Academic (BUS&TECH) - Cosmetology	1.Demonstrate a variety of salon procedures with respect to controlling infectious disease transmission according to California State Board criteria. 2.Execute various hairstyles and hair removal procedures in a safe, sanitary manner 3. Utilize knowledge of body tissue to perform massage manipulations and nail procedures	2014-2015 (Fall 2014)		03/06/2015	
Academic (BUS&TECH) - Dental Assisting	Beginning Dental Assisting 1	SLO-4 Obtain a thorough dental and medical history on a patient and record findings	Academic (BUS&TECH) - Dental Assisting	Obtain a thorough dental and medical history on a patient and record findings	2014-2015 (Fall 2014)		02/10/2015	
	Beginning Dental Assisting 2	SLO 2 Application of Disinfection and sterilization methods	Academic (BUS&TECH) - Dental Assisting	Application of principles and techniques of disinfection and sterilization methods.	2014-2015 (Fall 2014)		02/08/2015	
	Beginning Dental Assisting 3	SLO-1- Professional policies	Academic (BUS&TECH) - Dental Assisting	Demonstrate adherence to dental assisting profession, policies, procedures, and safe work practices.	2014-2015 (Fall 2014)		02/11/2015	
	Clinical Dental	SLO-1-	Academic	Demonstrate	2014-2015 (Fall 2014)		02/25/2015	

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	Assisting 2	Demonstrate intermediate dental assisting skills and knowledge	(BUS&TECH) - Dental Assisting	intermediate dental assisting skills and knowledge applicable to a dental office.				
	Clinical Dental Assisting 3	SLO-3- Create a Career Plan	Academic (BUS&TECH) - Dental Assisting	Create a career plan.	2014-2015 (Summer 2015)		02/25/2015	
	Expanded Dental Assisting 1	SLO-1 Describe each of the specialties of dentistry	Academic (BUS&TECH) - Dental Assisting	Describe each of the specialties of dentistry and classify the specific duties and levels of supervision according to the dental practice act.	2014-2015 (Fall 2014)		02/12/2015	
	Expanded Dental Assisting 2	SLO-2- Skills in Dental Office Computerized Management System	Academic (BUS&TECH) - Dental Assisting	Apply the skills needed to effectively use a dental office computerized management system	2014-2015 (Fall 2014)		02/12/2015	
	Fundamental Dental Assisting 1	SLO 5 Evaluate Diagnostic radiographic quality	Academic (BUS&TECH) - Dental Assisting	Evaluate diagnostic radiographic quality and revise knowledge, skills, techniques to achieve diagnostic quality as it relates to safety, exposure, re-exposure, developing films, mounting, labeling, and retaining radiographs.	2014-2015 (Fall 2014)		02/10/2015	
	Fundamental Dental Assisting 2	SLO 3 Assessment and Treatment of Syncope Patient	Academic (BUS&TECH) - Dental Assisting	Assessment and treatment of the syncope patient.	2014-2015 (Fall 2014)		02/08/2015	
	Fundamental Dental Assisting 3	SLO-3- Conditions for Removable	Academic (BUS&TECH) - Dental Assisting	Explain conditions that indicate for removable	2014-2015 (Spring 2015)		02/11/2015	

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		Prosthetic Appliances			prosthetic appliances, discuss advantages and disadvantages, describe roles of replacing missing dentition and restoring occlusion and function and state the criteria for removable appliances			
	Intermediate Dental Assisting 1	SLO-1- Proper use of Radiation Safety Equipment	Academic (BUS&TECH) - Dental Assisting	Demonstrate the proper use of radiation safety devices and methods used to protect the operator, dental team, and patient from excessive radiation exposure	2014-2015 (Fall 2014)		02/12/2015	
	Intermediate Dental Assisting 2	SLO-1- Legal and ethical responsibilities in DPA	Academic (BUS&TECH) - Dental Assisting	Describe the legal responsibilities and regulations stated in the California Dental Practice Act, California Dental Law, and ethical issues.	2014-2015 (Fall 2014)		02/12/2015	
Academic (BUS&TECH) - Emergency Medical Services	Emergency Medical Technician - B	SLO 3	Academic (BUS&TECH) - Emergency Medical Services	Define shock and formulate pre-hospital patient care using DOT and local protocols for the EMT-B.	2015-2016 (Fall 2015)	None	05/08/2015	
		SLO 7	Academic (BUS&TECH) - Emergency Medical Services	Efficiently demonstrate required skills at the National Registry level.			05/08/2015	
	Medical Terminology	SLO- 2	Academic (BUS&TECH) -	Identify the structural			05/08/2015	

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			Emergency Medical Services	organization of the body including body systems, body cavities, abdomino-pelvic regions and quadrants, positional and directional terms, and planes of the body				
	Emergency Medical Responder	3	Academic (BUS&TECH) - Emergency Medical Services	Manage respiratory disorders and demonstrate skills related to oxygen and drug therapy.	2014-2015 (Fall 2014)		05/08/2015	
		6	Academic (BUS&TECH) - Emergency Medical Services	Demonstrate required skills at the National Registry level for the EMR.	2014-2015 (Spring 2015)		05/08/2015	
			Academic (BUS&TECH) - Emergency Medical Services	Demonstrate required skills at the National Registry level for the EMR.	2014-2015 (Spring 2015)		05/27/2015	
	EMT-B Refresher	2	Academic (BUS&TECH) - Emergency Medical Services	Perform two patient evaluation skills contrasting a trauma with a medical call.	2014-2015 (Fall 2014)		05/27/2015	
Academic (BUS&TECH) - Facilities Maintenance Tech (FMT)	Electrical Concepts for Facilities Maintenance Technicians	SLO2 - Large Facility Electrical Distribution	Academic (BUS&TECH) - Facilities Maintenance Tech (FMT)	Understanding the different electrical distributions throughout a large facility	2014-2015 (Fall 2014)		02/23/2015	
	Intermediate Programmable Logic Controllers	SLO1 - PLC Programming	Academic (BUS&TECH) - Facilities Maintenance Tech (FMT)	Design PLC programs using structured programming principles.	2014-2015 (Fall 2014)		04/29/2015	
	Introduction to Facilities Operations	SLO5 - Safe Tool Usage	Academic (BUS&TECH) - Facilities	Proper and safe use of hand and power tools/meters	2014-2015 (Fall 2014)	Describe your findings in terms of the Course SLO. Does the data reflect the	12/22/2014	

Unit Name	Course ID	Course Name	Unit Name	Course SLO Name	Course SLO	Criterion for Success	Reporting Period	Criterion for Success Met
			Maintenance Tech (FMT)			SLO accurately? The data reflects a portion of the goals of the SLO. An analysis incorporating the entire goals of the subject would be prohibitive. However in examining the SLO goals for the class and my overall view of my results at the end of the term, we came up with the points stated in the recommendations section. While my findings only covered a portion of the subject, they did confirm that the class benefited from the presentation process of lecture, handouts and discussion on particular topics. In the overall analysis however I found that like the test, my classes should be less intensely technical and broader coverage of the material expressed in my student outcome.		
	Introduction to Programmable Logic Controllers	SLO1 - PLC Internal Architecture	Academic (BUS&TECH) - Facilities Maintenance Tech (FMT)	Diagram the main elements of PLC internal architecture.	2014-2015 (Fall 2014)	Enter and Test ladder logic programs in a PC and transfer to a PLC and test again.	04/28/2015	
	Low and High Pressure Boilers	SLO4 - Pressure Reducing Valve	Academic (BUS&TECH) - Facilities Maintenance Tech (FMT)	Detail the internal operation for pressure reducing valves (PRV)	2014-2015 (Fall 2014)	Since PRV's are a normal fabric of commercial facilities, it is important that each student recognize the action and operation for these valves.	02/23/2015	
Academic (BUS&TECH) - Health Education	Medical Terminology	SLO- 2	Academic (BUS&TECH) - Emergency Medical	Identify the structural organization of the body including body			05/08/2015	

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			Services	systems, body cavities, abdomino-pelvic regions and quadrants, positional and directional terms, and planes of the body				
Academic (BUS&TECH) - Laser Technology	Advanced Laser Technology	Device Tolerances	Academic (BUS&TECH) - Laser Technology	2. Determine laser and laser analyzer tolerances to establish their scopes and limitations.	2014-2015 (Fall 2014)		03/09/2015	
		Laser Auxilliary Devices	Academic (BUS&TECH) - Laser Technology	3. Evaluate how laser system performance is enhanced by the inclusion of amplifiers, mode-lockers, and thermal management systems.			03/09/2015	
		Laser Fabrication	Academic (BUS&TECH) - Laser Technology	1. Assemble/repair, test, and characterize a simple laser for optimal performance.	2014-2015 (Fall 2014)		03/09/2015	
		MyDAQ	Academic (BUS&TECH) - Laser Technology	4. Assemble and implement a computer-aided laser data acquisition and analysis system.			03/09/2015	
		Presentations	Academic (BUS&TECH) - Laser Technology	5. Collect and analyze data of an advanced solid state laser systems, then summarize and present the results and conclusions clearly			03/09/2015	

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	Introduction to Photonics	Applications	Academic (BUS&TECH) - Laser Technology	Apply optical and laser principles	2015-2016 (Fall 2015)		03/07/2015	
		Best Laser Lab and Manufacturing Practices	Academic (BUS&TECH) - Laser Technology	1. Utilize GLP (good laser practice) and GMP (good manufacturing practice) while performing lab activities	2013-2014 (Spring 2014)		03/07/2015	
		Lab Notebooks	Academic (BUS&TECH) - Laser Technology	Maintain laboratory notebooks to document proper procedures for possible patent litigation and objective pursuit of discipline	2013-2014 (Spring 2014)		03/07/2015	
			Academic (BUS&TECH) - Laser Technology	Maintain laboratory notebooks to document proper procedures for possible patent litigation and objective pursuit of discipline	2015-2016 (Fall 2015)		03/07/2015	
		Technical Reports	Academic (BUS&TECH) - Laser Technology	Prepare technical reports through observations, measurements, and lab write-ups.	2014-2015 (Fall 2014)		03/07/2015	
Academic (BUS&TECH) - Machine Technology	Advanced CAD/CAM Operations for Machinists and Operators	SLO5 - Utilize the proper Post-processor	Academic (BUS&TECH) - Machine Technology	Utilize the proper Post-processor to convert computer language into G-code or CNC language.	2014-2015 (Fall 2014)		03/06/2015	
		SLO6 - Compose setup sheets	Academic (BUS&TECH) - Machine Technology	Compose setup sheets documenting each process step.	2014-2015 (Fall 2014)		03/06/2015	

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	Introduction to Machine Technology	SLO1 - Identify commonly utilized processes	Academic (BUS&TECH) - Machine Technology	Identify commonly utilized processes in machining and define the general functions of each process.	2015-2016 (Fall 2015)		03/04/2015	
			Academic (BUS&TECH) - Machine Technology	Identify commonly utilized processes in machining and define the general functions of each process.	2015-2016 (Fall 2015)		03/04/2015	
	Introductory CAD/CAM Operations for Machinists and Operators	Construct a Basic CNC Program from imported CAD data or created geometry	Academic (BUS&TECH) - Machine Technology	Construct a Basic CNC Program from imported CAD data or created geometry	2014-2015 (Summer 2015)		03/06/2015	
		SLO2-0-0 Create geometric shapes_1	Academic (BUS&TECH) - Machine Technology	Create geometric shapes knowing the width, the height, and the anchor location	2014-2015 (Fall 2014)		03/06/2015	
	Operator/Programmer I	SLO2 - Identify the basic requirements	Academic (BUS&TECH) - Machine Technology	Identify the basic requirements of a Computerized Numerical Control (CNC) program.	2014-2015 (Fall 2014)		03/04/2015	
		SLO5 - Create a CNC part program	Academic (BUS&TECH) - Machine Technology	Create a CNC part program using Manual Data Input (MDI) or Edit Mode Procedures.	2014-2015 (Fall 2014)		03/05/2015	
	Operator/Programmer II	SLO3 - Demonstrate the ability to program	Academic (BUS&TECH) - Machine Technology	Demonstrate the ability to program cutter compensation and a bolt circle pattern.	2014-2015 (Spring 2015)		03/05/2015	

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		SLO4 - Generate a part program	Academic (BUS&TECH) - Machine Technology	Generate a part program to demonstrate circular and linear interpolation	2014-2015 (Fall 2014)		03/05/2015	
	Precision Measurement	SLO5 - Dimensioning & Tolerancing	Academic (BUS&TECH) - Machine Technology	Geometric Dimensioning & Tolerancing controls in the Calypso software for Form Control, Orientation Control, Profile Controls and Location Controls	2014-2015 (Fall 2014)		03/04/2015	
			Academic (BUS&TECH) - Machine Technology	Geometric Dimensioning & Tolerancing controls in the Calypso software for Form Control, Orientation Control, Profile Controls and Location Controls	2014-2015 (Fall 2014)		03/04/2015	
	Principles of Machine Tool Practices 1, Measurement Emphasis	SLO5-0-0 Explain CNC codes.	Academic (BUS&TECH) - Machine Technology	Explain the meaning of general CNC codes.	2014-2015 (Fall 2014)		03/05/2015	
			Academic (BUS&TECH) - Machine Technology	Explain the meaning of general CNC codes.	2014-2015 (Fall 2014)		03/05/2015	
		SLO6-0-0 Select the proper metrology instrument	Academic (BUS&TECH) - Machine Technology	Select the proper metrology instrument to measure and inspect machined parts to ensure compliance to blue print specifications.	2014-2015 (Fall 2014)		03/05/2015	

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	Principles of Machine Tool Practices 2, Lathe Emphasis	SLO4-0-0 Set up and operate CNC Lathes	Academic (BUS&TECH) - Machine Technology	Set up and operate CNC Lathes (Turning Centers) in order to fabricate mechanical components.	2014-2015 (Fall 2014)		03/05/2015	
		SLO6-0-0 Measure and inspect machined parts	Academic (BUS&TECH) - Machine Technology	SLO6-0-0 Measure and inspect machined parts to ensure compliance to Blue Print specifications.	2014-2015 (Fall 2014)		03/05/2015	
	Principles of Machine Tool Practices 3, Milling Machine Emphasis	SLO7-0-0 Produce mechanical components	Academic (BUS&TECH) - Machine Technology	Produce mechanical components with minimum supervision.	2014-2015 (Fall 2014)		03/06/2015	
Academic (BUS&TECH) - Meat Cutting (Apprenticeship)	Meat Cutting I	1. Identify factors in safe meat handling and refrigeration and consequences of not following protocols.	Academic (BUS&TECH) - Meat Cutting (Apprenticeship)	1. Identify factors in safe meat handling and refrigeration and consequences of not following protocols.	2014-2015 (Fall 2014)		05/01/2015	
Academic (BUS&TECH) - Medical Assisting	Electronic Health Records and Medical Billing	EHR software	Academic (BUS&TECH) - Medical Assisting	1. Compare and contrast the various versions of electronic health records (EHR) software.	2014-2015 (Fall 2014)		02/04/2015	
	Introduction to Medical Assisting	Law, ethics, contracts, and physician licensing	Academic (BUS&TECH) - Medical Assisting	5. Discuss the law and ethics of the medical assistant and legal obligations of the physician-patient contract and determine the general requirements for	2014-2015 (Spring 2015)		02/25/2015	

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					obtaining and maintaining a license.			
	Medical Front Office Procedures	communication skills patient needs	Academic (BUS&TECH) - Medical Assisting	2. Demonstrate communication skills that apply to individual client/patient's needs.	2014-2015 (Fall 2014)		01/26/2015	
	Medical Office Emergencies	acute illness and MA role	Academic (BUS&TECH) - Medical Assisting	5. Identify and differentiate various emergency medical office situations related to acute illness, and assess the medical assistant's role in the intervention of acute medical office emergencies.	2014-2015 (Spring 2015)		02/26/2015	
	Medical Office Laboratory Procedures	CLIA, OSHA protocols	Academic (BUS&TECH) - Medical Assisting	2. Safely and properly utilize laboratory supplies and equipment to perform all laboratory activities in compliance with CLIA, OSHA, and other safety agency laws and protocols.	2014-2015 (Fall 2014)		02/26/2015	
	Medication Administration for Medical Assistants	medication and injection safety protocols	Academic (BUS&TECH) - Medical Assisting	1. In compliance with OSHA, the DEA, and other safety and regulatory agencies execute all necessary medication administration and injection safety protocols including procedures designed to prevent and manage	2014-2015 (Fall 2014)		01/26/2015	

Unit Name	Course ID	Course Name	Unit Name	Course SLO Name	Course SLO	Criterion for Success	Reporting Period	Criterion for Success Met
				infectious disease exposure.				
	Structure and Function of the Human Body	Global health initiatives	Academic (BUS&TECH) - Medical Assisting	1. Correlate knowledge of health and disease to the state of medical research efforts and other domestic and global health initiatives.	2014-2015 (Fall 2014)		02/25/2015	
Academic (BUS&TECH) - Real Estate	Principles of Real Estate	General Theory & Practice	Academic (BUS&TECH) - Real Estate	#1. Prepare for the real estate salesperson exam. #2. Discuss real estate history; recognize legal descriptions; describe methods of holding title; and explain forms of encumbrances.	2014-2015 (Spring 2015)		01/21/2015	
	Real Estate Practice	General Theory & Practice	Academic (BUS&TECH) - Real Estate	#1. Develop the criteria to be considered as preparation for getting started in the real estate business.	2014-2015 (Fall 2014)		01/21/2015	
Academic (BUS&TECH) - Solar Technology	Introduction to Photovoltaic Installation	Correct Use of Multimeter and Verification of Array voltage within limits	Academic (BUS&TECH) - Solar Technology	Demonstrate the correct use of a multimeter, Verify the array voltage is within operating limits	2014-2015 (Fall 2014)		06/08/2015	
Academic (BUS&TECH) - Work Experience	General Work Experience	SAM	Academic (BUS&TECH) - Work Experience	Demonstrate their comprehension of workplace success skills which are directly related to writing Specific,	2014-2015 (Fall 2014)		01/21/2015	

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				Measureable, and Attainable (SAM) job objectives.				