

## Washtenaw Community College Comprehensive Report

### SPN 205 Second Year Spanish for Business

Effective Term: Spring/Summer 2020

#### Course Cover

**Division:** Humanities, Social and Behavioral Sciences

**Department:** Humanities, Languages & the Arts

**Discipline:** Spanish (new)

**Course Number:** 205

**Org Number:** 11400

**Full Course Title:** Second Year Spanish for Business

**Transcript Title:** 2nd Year Spanish for Business

**Is Consultation with other department(s) required:** No

**Publish in the Following:** College Catalog

**Reason for Submission:** Inactivation

**Change Information:**

**Consultation with all departments affected by this course is required.**

**Rationale:** This course has not been taught in over a decade.

**Proposed Start Semester:** Fall 2019

**Course Description:** Spanish for business is an intermediate level four-skills language and culture course designed specifically for students in their fourth semester of Spanish who have an interest in business. It will help to prepare students to be linguistically and culturally aware participants in international business in the Spanish-speaking commercial market.

#### Course Credit Hours

**Variable hours:** No

**Credits:** 4

**Lecture Hours: Instructor: 60 Student: 60**

**Lab: Instructor: 0 Student: 0**

**Clinical: Instructor: 0 Student: 0**

**Total Contact Hours: Instructor: 60 Student: 60**

**Repeatable for Credit:** NO

**Grading Methods:** Letter Grades

Audit

**Are lectures, labs, or clinicals offered as separate sections?:** NO (same sections)

#### College-Level Reading and Writing

College-level Reading & Writing

#### College-Level Math

#### Requisites

**Prerequisite**

SPN 201 minimum grade "C"

or

**Prerequisite**

score of 428 or above on the Spanish placement exam

**General Education****MACRAO**

MACRAO Humanities

**General Education Area 6 - Arts and Humanities**

Assoc in Applied Sci - Area 6

Assoc in Science - Area 6

Assoc in Arts - Area 6

**Michigan Transfer Agreement - MTA**

MTA Humanities

**Request Course Transfer****Proposed For:**

Central Michigan University  
 College for Creative Studies  
 Eastern Michigan University  
 Ferris State University  
 Grand Valley State University  
 Jackson Community College  
 Kendall School of Design (Ferris)  
 Lawrence Tech  
 Michigan State University  
 Oakland University  
 University of Detroit - Mercy  
 University of Michigan  
 Wayne State University  
 Western Michigan University

**Student Learning Outcomes**

1. Students will demonstrate mastery of vocabulary and grammar used to understand, speak, read, and write in specific business situations.

**Assessment 1**

Assessment Tool: short answer/short essay questions on the final examination  
 Assessment Date: Winter 2017  
 Assessment Cycle: Every Three Years  
 Course section(s)/other population: all sections  
 Number students to be assessed: all students  
 How the assessment will be scored: departmentally developed rubric  
 Standard of success to be used for this assessment: 70% of students score 70% or higher  
 Who will score and analyze the data: full time members of department

2. Students will recognize culturally appropriate behavior in specific business situations.

**Assessment 1**

Assessment Tool: Multiple choice questions on the final examination. Business situations will be presented and students will choose culturally appropriate response.  
 Assessment Date: Winter 2017  
 Assessment Cycle: Every Three Years  
 Course section(s)/other population: all sections  
 Number students to be assessed: all students  
 How the assessment will be scored: answer key  
 Standard of success to be used for this assessment: 70% of students will score 70% or higher  
 Who will score and analyze the data: full time departmental faculty

**Course Objectives**

1. Answer the telephone, make introductions, make arrangements for travel.

2. Be interviewed or interview a candidate for a specific position.
3. Answer questions and fill out forms for buying and selling.
4. Comprehend and express very basic economic concepts such as the law of supply and demand, inflation, interest rates, etc.
5. Comprehend and express banking activities such as opening and closing accounts, credit cards, and fees and penalties
6. Identify and interpret components of an advertisement and compare/contrast ads in Spanish to American ads in English.
7. Comprehend and employ basic terms of finance and read and interpret an income statement and/or a balance sheet.

### **New Resources for Course**

Articles, advertisements, videos, and forms downloaded from the internet or from magazines and trade publications published in Spanish speaking countries at the discretion of the instructor

### **Course Textbooks/Resources**

Textbooks

Manny, Karoling. *Negocios sin fronteras*, ed. Upper Saddle, NJ: Prentice Hall, 2003, ISBN: 0-13-020685.

Manuals

Periodicals

Software

### **Equipment/Facilities**

Level I classroom

Other: document camera

<b><u>Reviewer</u></b>	<b><u>Action</u></b>	<b><u>Date</u></b>
<b>Faculty Preparer:</b> <i>Michelle Garey</i>	<i>Faculty Preparer</i>	<i>Oct 10, 2019</i>
<b>Department Chair/Area Director:</b> <i>Jill Jepsen</i>	<i>Recommend Approval</i>	<i>Oct 16, 2019</i>
<b>Dean:</b> <i>Scott Britten</i>	<i>Recommend Approval</i>	<i>Oct 16, 2019</i>
<b>Curriculum Committee Chair:</b> <i>Lisa Veasey</i>	<i>Reviewed</i>	<i>Nov 04, 2019</i>
<b>Assessment Committee Chair:</b>		
<b>Vice President for Instruction:</b> <i>Kimberly Hurns</i>	<i>Approve</i>	<i>Nov 07, 2019</i>

# Washtenaw Community College Comprehensive Report

## SPN 205 Second Year Spanish for Business Effective Term: Winter 2014

### Course Cover

**Division:** Humanities, Social and Behavioral Sciences

**Department:** Foreign Language

**Discipline:** Spanish

**Course Number:** 205

**Org Number:** 11490

**Full Course Title:** Second Year Spanish for Business

**Transcript Title:** 2nd Year Spanish for Business

**Is Consultation with other department(s) required:** No

**Publish in the Following:** College Catalog

**Reason for Submission:**

**Change Information:**

**Rationale:** Spanish courses with content in special areas of interest are in high demand in US community colleges. Students need such courses as practical preparation for future jobs.

**Proposed Start Semester:** Winter 2014

**Course Description:** Spanish for business is an intermediate level four-skills language and culture course designed specifically for students in their fourth semester of Spanish who have an interest in business. It will help to prepare students to be linguistically and culturally aware participants in international business in the Spanish-speaking commercial market.

### Course Credit Hours

**Variable hours:** No

**Credits:** 4

**Lecture Hours: Instructor:** 60 **Student:** 60

**Lab: Instructor:** 0 **Student:** 0

**Clinical: Instructor:** 0 **Student:** 0

**Total Contact Hours: Instructor:** 60 **Student:** 60

**Repeatable for Credit:** NO

**Grading Methods:** Letter Grades

Audit

**Are lectures, labs, or clinicals offered as separate sections?:** NO (same sections)

### College-Level Reading and Writing

College-level Reading & Writing

### College-Level Math

#### Requisites

**Prerequisite**

SPN 201 minimum grade "C"

or

**Prerequisite**

score of 428 or above on the Spanish placement exam

### General Education

**General Education Area 6 - Arts and Humanities**

Assoc in Applied Sci - Area 6

## Request Course Transfer

### **Proposed For:**

Central Michigan University  
College for Creative Studies  
Eastern Michigan University  
Ferris State University  
Grand Valley State University  
Jackson Community College  
Kendall School of Design (Ferris)  
Lawrence Tech  
Michigan State University  
Oakland University  
University of Detroit - Mercy  
University of Michigan  
Wayne State University  
Western Michigan University

## Student Learning Outcomes

1. Students will demonstrate mastery of vocabulary and grammar used to understand, speak, read, and write in specific business situations.

### **Assessment 1**

**Assessment Tool:** short answer/short essay questions on the final examination

**Assessment Date:** Winter 2017

**Assessment Cycle:** Every Three Years

**Course section(s)/other population:** all sections

**Number students to be assessed:** all students

**How the assessment will be scored:** departmentally developed rubric

**Standard of success to be used for this assessment:** 70% of students score 70% or higher

**Who will score and analyze the data:** full time members of department

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**Standard of success to be used for this assessment:** 70% of students will score 70% or higher

**Who will score and analyze the data:** full time departmental faculty

## Course Objectives

1. Answer the telephone, make introductions, make arrangements for travel.

### **Matched Outcomes**

1. Students will demonstrate mastery of vocabulary and grammar used to understand, speak, read, and write in specific business situations.
2. Be interviewed or interview a candidate for a specific position.

### **Matched Outcomes**

1. Students will demonstrate mastery of vocabulary and grammar used to understand, speak, read, and write in specific business situations.

3. Answer questions and fill out forms for buying and selling.

**Matched Outcomes**

1. Students will demonstrate mastery of vocabulary and grammar used to understand, speak, read, and write in specific business situations.

4. Comprehend and express very basic economic concepts such as the law of supply and demand, inflation, interest rates, etc.

**Matched Outcomes**

5. Comprehend and express banking activities such as opening and closing accounts, credit cards, and fees and penalties

**Matched Outcomes**

1. Students will demonstrate mastery of vocabulary and grammar used to understand, speak, read, and write in specific business situations.

6. Identify and interpret components of an advertisement and compare/contrast ads in Spanish to American ads in English.

**Matched Outcomes**

1. Students will demonstrate mastery of vocabulary and grammar used to understand, speak, read, and write in specific business situations.

7. Comprehend and employ basic terms of finance and read and interpret an income statement and/or a balance sheet.

**Matched Outcomes**

1. Students will demonstrate mastery of vocabulary and grammar used to understand, speak, read, and write in specific business situations.

**New Resources for Course**

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Manuals

Periodicals

Software

**Equipment/Facilities**

Level I classroom

Other: document camera

**Reviewer**

**Faculty Preparer:**

*Nancy Ferrario*

**Department Chair/Area Director:**

*Juan Redondo*

**Dean:**

*Bill Abernethy*

**Vice President for Instruction:**

*Stuart Blacklaw*

**Action**

*Faculty Preparer*

*Recommend Approval*

*Recommend Approval*

*Approve*

**Date**

*Jun 20, 2012*

*Jun 26, 2012*

*Jul 03, 2012*

*Aug 31, 2012*