



Why should I hire a student/graduate with a Liberal Arts education?

Here are some of the skills that our students and graduates possess:

Information Management Skills -- will give them the ability to...

- sort data and objects
- compile and rank information
- apply information creatively to specific problems or tasks
- synthesize facts, concepts and principles
- understand and use organizing principles
- evaluate information against appropriate standards

Design & Planning Skills -- will give them the ability to...

- identify alternative courses of action
- set realistic goals
- follow through with a plan or decision
- manage time effectively
- predict future trends and patterns
- accommodate multiple demands for commitment of time, energy and resources
- set priorities

Research & Investigation Skills -- will give them the ability to...

- use a variety of sources to access information including computer technology
- apply a variety of methods to test the validity of data
- identify problems and needs
- design an experiment, plan, or model that systematically defines a problem
- identify information sources appropriate to special needs or problems
- formulate questions relevant to clarifying a particular problem topic or issue

Communication Skills -- will give them the ability to...

- listen with objectivity and paraphrase the content of a message
- communicate with words
- speak to individuals and groups
- use media formats to present ideas imaginatively
- express one's needs, opinions, wants and preferences without violating the rights of others
- identify and communicate value judgments effectively
- describe objects or events with a minimum of factual errors
- convey a positive self-image to others
- use a variety of computer programs to facilitate communication

Human Relations & Interpersonal Skills -- will give them the ability to...

- keep a group moving toward the achievement of a common goal
- maintain group cooperation and support
- delegate tasks and responsibilities
- interact effectively with peers, superiors, and subordinates
- express one's feelings appropriately
- understand the feelings of others
- use argumentation techniques
- be willing to take risks
- make commitments to persons
- teach a skill, concept or principle to others
- analyze behavior of self and others in group situations

Management & Administration Skills -- will give them the ability to...

- analyze tasks
- identify people who can contribute to the solution of a problem or task
- identify resource materials useful in the solution of a problem or task
- delegate responsibility for completion of a task
- motivate and lead people
- organize people and tasks to achieve a specific goal

Valuing Skills -- will give them the ability to...

- assess a course of action in terms of its long-range effects on the general human welfare
- make decisions that will maximize individual and collaborative good
- appreciate the contributions of art, literature, science and technology
- assess self values in relation to important life decisions
- identify one's own values

Personal/Career Development Skills -- will give them the ability to...

- analyze and learn from life experiences - both one's own and others
- relate the skills developed in one environment (e.g., school) to the requirements of another environment (e.g., work)
- match knowledge about one's own characteristics and abilities to information about job or career opportunities
- identify, describe and assess the relative importance of one's needs, values, interest, strengths, and weaknesses

Critical Thinking Skills -- will give them the ability to...

- identify quickly and accurately the critical issue when making a decision or solving a problem
- identify a general principle that explains related experiences or factual data
- define the parameters of a problem
- adapt one's concepts and behavior to changing conventions and norms
- apply appropriate criteria to strategies and action plans
- take given premises and reason to their conclusion
- analyze ideas and events