

Western Nevada College

2016-2017

College Catalog

Printed: October 6, 2016

College Profile

Western Nevada College is a comprehensive community college that serves more than 5,000 students each year within a five-county area, spanning more than 10,000 square miles. One of four community colleges in the Nevada System of Higher Education, it is accredited by the Northwest Commission on Colleges and Universities. Documents detailing accreditation approval are available at the WNC library.

Western offers a diverse curriculum that is tailored to meet students' individual educational goals. By offering multiple college degree, certificate and career-building programs, smaller class sizes, and personalized counseling opportunities, WNC helps to ensure students a positive and successful college experience.

WNC reaches out to its urban and rural communities with campuses in Carson City, Fallon and Minden/Gardnerville. In addition, distance education offerings, including interactive video and online classes, allow those in widespread locations access to higher education.

The college offers academic degrees, certificates and certifications that can lead to diverse careers and transfer to a university or state college. Areas of study include business, liberal arts, sciences, technologies, fine arts, humanities, and more.

Associate of Arts and Associate of Science degrees prepare students for university transfer in many fields of the arts, social sciences and physical sciences. A sampling of program areas include information technology, law, geographic information systems, criminal justice, graphic communications, and musical theatre. Students may complete up to two years of many baccalaureate degree programs, including teacher preparation, for transfer to a state college or university. WNC also offers a four-year Bachelor of Technology degree in Construction Management and a partnership with Nevada State College to prepare teachers and other skilled workers with bachelor's degrees, without having to leave the area.

Students can attain WNC Associate of Applied Science degrees in accounting, automated systems, auto mechanics, business, criminal justice, computer information technology, computer networking, construction technology, deaf studies, general industrial technology, graphic communications, machine tool technology, management, nursing, or welding technology.

In response to industry needs, the college also offers specialized training programs in construction, machine tool, drafting, welding, computing and other technical areas. Customization often includes providing specialized instruction at the times and locations most convenient to employers, including on-site programs.

Workplace certification preparation programs include Automotive Service Excellence (ASE), Bookkeeping, Certified Inspector of Structures, Certified Nursing Assistant, Cisco Certified Networking Associate, CompTIA Security+, Deaf Studies-Interpreting, Emergency Medical Services, Microsoft Certified Technology Specialist, Microsoft Certified IT Specialist, Phlebotomy/Venipuncture, Welding, and Western Nevada State Peace Officer Academy.

Western's faculty is recognized as highly educated and accessible to students. Faculty dedication is reflected in the college's commitment to free and unfettered inquiry; tolerance and respect for differences; development of critical thinking skills; and good citizenship.

WNC students represent the individualism and diversity of our society. They enter college with different goals and expectations. WNC offers them opportunities to pursue their career dreams in a more affordable and nurturing environment. Students can "Start Here, Go Anywhere!"

Message from the President

A Message from President Chester (Chet) Burton

I bid you a warm welcome to Western Nevada College, on behalf of the entire student-centered, dedicated faculty and staff. We at Western really believe in our motto, "Start Here, Go Anywhere." Everything we do each day that you are at Western will be geared toward preparing you for the next step in your life, be it a career, transfer to another college or university, or continuing the lifelong learning process. Everyone here at Western is 100% committed to helping you reach your academic and career goals. We strive to do this in a positive, student-centric environment.

We are fortunate to be located at the base of the majestic Sierra Nevada Mountains and a very short distance to beautiful Lake Tahoe. In addition to our academic programs and learning opportunities, you will have the opportunity to enjoy some of the finest recreational opportunities in the entire United States, including skiing, water recreation, hiking, mountain biking, and climbing.

Beyond our main campus in Carson City, Nevada's capital, we offer satellite campuses in the communities of Fallon and Gardnerville. We strive to be totally committed to the communities we serve, endeavoring to tailor learning opportunities to student needs, be it in a classroom, laboratory or technical facility, or through distance learning using interactive video technology and web based learning tools.

At Western, we seek to ensure that everyone has the opportunity to pursue a career and personal goals. Our counseling, financial assistance and student services staffs are second to none. Make an appointment with them so they may help you determine your desires and goals, and develop a plan both academically and financially to get you to the finish line. You will receive personalized attention and focus that you may not find at a larger school. We are personally committed to seeing our students succeed.

The decision of where to attend college is a major milestone in your life. I personally invite you to meet with our faculty and staff to discuss your goals and learn how Western Nevada College can help you achieve those goals. I welcome the opportunity to meet with you at some point along your educational journey.

Sincerely,
President Chet Burton

For additional information, please contact:

President's Office Phone: 775-445-4236
Western Nevada College Fax: 775-445-3127
Bristlecone Building 142
2201 West College Parkway
Carson City, NV 89703

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<http://lr.wnc.edu/president/>

Mission and Themes

Mission Statement

Western Nevada College inspires success in our community through opportunities that cultivate creativity, intellectual growth and technological excellence, in an environment that nurtures individual potential and respects differences.

Institutional Themes

Student Success

- Students graduate with a degree or certificate.
- Students engage in the college experience.

Institutional Excellence

- WNC is the educational institution of choice in western Nevada.
- All academic programming is of the highest quality.
- All support programs and services meet the needs of the WNC community.
- WNC has an exemplary system of governance and management.
- WNC strives for institutional sustainability.

One College Serving Many Communities

- WNC promotes access to higher education in western Nevada.
- WNC serves as a catalyst for personal and community enrichment.
- WNC promotes community connections.

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Principles of Community

Western Nevada College Policies

Policy iii: Principles of Community

Procedure: Principles of Community

Policy No.: Introduction: iii

Department: President's Office

Contact: Assistant to the President

As members of the WNC community, we choose to be part of an academic community dedicated to those principles that foster personal and professional integrity, civility, and acceptance.

We strive toward lives of personal integrity and academic excellence--We will encourage in ourselves, and in one another, those responsible actions which lead to lives of productive work, personal enrichment, and useful citizenship in an increasingly interdependent world.

We commit to treat one another with civility--Recognizing that there will be differences of opinion, we will explore the differences in a courteous and forthright manner, always acknowledging individual rights to the freedom of expression and association.

We embrace diversity--We encourage those of all cultures, orientations, and backgrounds to understand and respect one another in a safe and supportive educational environment.

Date Adopted January 25, 2005

Dates Revised October 17, 2008; September 2, 2008

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<http://lr.wnc.edu/policymanual/0-3.php>

ACADEMIC CALENDAR

Fall 2016 / Spring 2017 / Summer 2017

July 1, 2016	Fall 2016: Last day to complete financial aid application, checklist items and loan forms, and to meet Satisfactory Academic Progress Standards, in order to receive aid in time for fees to be paid by class cancellation deadlines
July 4, 2016	Independence Day holiday: College Closed
Aug 12, 2016	Fall 2016: Full payment (100%) due by 5 p.m. for 100% of classes Fall 2016: Full payment (100%) due by 5 p.m. for all classes or first payment due for 3-Pay plan Fall 2016: Students who have not made this payment may be removed from 100% of classes
Aug 26, 2016	Fall 2016: Full payment (100%) due by 5 p.m. for all classes or first payment due for 2-Pay plan Fall 2016: Last day to sign up for the 2-pay plan Fall 2016: Short-term classes added after this date must be paid for in full at the time of registration Fall 2016: Students who have not made this payment may be removed from 100% of classes
Aug 29, 2016	Fall 2016: Semester Begins
Sep 2, 2016	Fall 2016: Last day to add full-term classes through myWNC. After this date, a Late Registration Form must be submitted to Admissions and Records. Fall 2016: Last day to drop full-term classes for 100% refund Fall 2016: Second payment due for 3-Pay plan; after this date, unpaid balance is subject to a late payment fee of 10% or \$10, whichever is greater
Sep 5, 2016	Labor Day holiday: College Closed
Sep 6, 2016	Fall 2016: Even exchange of credits for full-term classes begins with an Even Exchange Enrollment Form to Admissions and Records
Sep 9, 2016	Fall 2016: Full payment (100%) due by 5 p.m. for all classes, unless first deferred payment was made Fall 2016: Students who have not made this payment may be removed from 100% of classes
Sep 12, 2016	Fall 2016: \$25 late payment fee applies Fall 2016: Even exchange of credits ends Fall 2016: Payment in full must be made before a student may be reinstated into a full-term class; a Late Registration Form must be submitted to Admission and Records Fall 2016: Second payment due for 3-Pay plan; after this date, unpaid balance is subject to a late payment fee of 10% or \$10, whichever is greater
Sep 23, 2016	Fall 2016: \$25 late payment fee applies Fall 2016: Last day to submit late registration form with payment to enroll in full-term classes
Sep 26, 2016	Fall 2016: Second and final payment due for 2-Pay plan; after this date, unpaid balance is subject to a late payment fee of 10% or \$10, whichever is greater
Oct 12, 2016	Fall 2016: Third and final payment due for 3-Pay plan; after this date, unpaid balance is subject to a late payment fee of 10% or \$10, whichever is greater
Oct 27, 2016	Fall 2016: Last day to change credit to audit or audit to credit for full-term classes through myWNC Fall 2016: Last day to drop full-term classes with a "W"
Oct 28, 2016	Nevada Day holiday: College Closed
Nov 1, 2016	Fall 2016: Last day to apply for graduation
Nov 7, 2016	Spring 2017: Registration begins for credit classes via myWNC for returning and continuing students. Enrollment appointments may be viewed through the myWNC student center.
Nov 11, 2016	Veterans Day holiday: College Closed
Nov 14, 2016	Spring 2017: Registration begins via myWNC for new students
Nov 23, 2016	Instructional holiday: No Classes; College is Open
Nov 24, 2016	Thanksgiving Day holiday: College Closed
Nov 25, 2016	Family Day holiday: College Closed
Nov 26, 2016	Family Day holiday: College Closed
Nov 27, 2016	Family Day holiday: College Closed
Dec 1, 2016	Spring 2017: Last day to complete financial aid application, checklist items and loan forms, and to meet Satisfactory Academic Progress Standards, in order to receive aid in time for fees to be paid by class cancellation deadlines
Dec 12, 2016	Fall 2016: Final examinations begin
Dec 17, 2016	Fall 2016: Semester Ends
Dec 25, 2016	Christmas Day holiday
Dec 26, 2016	Christmas Day holiday (Observed): College Closed
Dec 27, 2016	Spring 2017: Limited college services offered until January 5.

Jan 2, 2017	New Year's holiday: College Closed
Jan 6, 2017	<p>Fall 2016: Full payment (100%) due by 5 p.m. for 100% of classes</p> <p>Fall 2016: Full payment (100%) due by 5 p.m. for all classes or first payment due for 3-Pay plan</p> <p>Fall 2016: Grades available through myWNC</p> <p>Fall 2016: Students who have not made this payment may be removed from 100% of classes</p> <p>Spring 2017: Full payment (100%) due by 5 p.m. for 100% of classes</p> <p>Spring 2017: Full payment (100%) due by 5 p.m. for all classes or first payment due for 3-Pay plan</p> <p>Spring 2017: Grades available through myWNC</p> <p>Spring 2017: Students who have not made this payment may be removed from 100% of classes</p>
Jan 16, 2017	Martin Luther King holiday: College Closed
Jan 20, 2017	<p>Spring 2017: Full payment (100%) due by 5 p.m. for 100% of classes</p> <p>Spring 2017: Full payment (100%) due by 5 p.m. for all classes or first payment due for 2-Pay plan</p> <p>Spring 2017: Last day to sign up for the 2-pay plan</p> <p>Spring 2017: Short-term classes added after this date must be paid for in full at the time of registration</p> <p>Spring 2017: Students who have not made this payment may be removed from 100% of classes</p>
Jan 23, 2017	<p>Spring 2017: Classes begin.</p> <p>Spring 2017: Semester Begins</p>
Jan 27, 2017	<p>Spring 2017: \$25 late payment fee applies</p> <p>Spring 2017: Last day to add full-term classes through myWNC. After this date, a Late Registration Form must be submitted to Admissions and Records.</p> <p>Spring 2017: Last day to drop full-term classes for 100% refund</p>
Jan 30, 2017	Spring 2017: Even exchange of credits for full-term classes begins with an Even Exchange Enrollment Form to Admissions and Records
Feb 3, 2017	<p>Spring 2017: Even exchange of credits ends</p> <p>Spring 2017: Full payment (100%) due by 5 p.m. for all classes, unless first deferred payment was made</p> <p>Spring 2017: Unless first deferred payment was made, students who have not made this payment may be removed from 100% of classes</p>
Feb 6, 2017	<p>Spring 2017: \$25 late payment fee applies</p> <p>Spring 2017: Payment in full must be made before a student may be reinstated into a full-term class; a Late Registration Form must be submitted to Admission and Records</p> <p>Spring 2017: Second payment due for 3-Pay plan; after this date, unpaid balance is subject to a late payment fee of 10% or \$10, whichever is greater</p>
Feb 17, 2017	<p>Spring 2017: \$25 late payment fee applies</p> <p>Spring 2017: Last day to submit late registration form with payment to enroll in full-term classes</p>
Feb 20, 2017	<p>Spring 2017: Second and final payment due for 2-Pay plan; after this date, unpaid balance is subject to a late payment fee of 10% or \$10, whichever is greater</p> <p>President's Day holiday: College Closed</p> <p>Spring 2017: Last day to apply for graduation</p>
March 1, 2017	
March 6, 2017	Spring 2017: Third and final payment due for 3-Pay plan; after this date, unpaid balance is subject to a late payment fee of 10% or \$10, whichever is greater
March 20, 2017	Spring Break: No Classes, College is Open
March 21, 2017	Spring Break: No Classes, College is Open
March 22, 2017	Spring Break: No Classes, College is Open
March 23, 2017	Spring Break: No Classes, College is Open
March 24, 2017	Spring Break: No Classes, College is Open
March 25, 2017	Spring Break: No Classes
March 26, 2017	Spring Break: No Classes
March 31, 2017	<p>Spring 2017: Last day to change credit to audit or audit to credit for full-term classes through myWNC</p> <p>Spring 2017: Last day to drop full-term classes with a "W"</p>
April 3, 2017	Summer 2017: Registration begins for credit classes via myWNC for returning and continuing students. Enrollment appointments may be viewed through the myWNC student center.
April 5, 2017	Summer 2017: Registration begins via myWNC for new students
May 15, 2017	Spring 2017: Final examinations begin
May 20, 2017	Spring 2017: Semester Ends

May 26, 2017	Summer 2017: Full payment (100%) due by 5 p.m. for 100% of classes Summer 2017: Students who have not made this payment may be removed from 100% of classes
May 29, 2017	Memorial Day holiday: College Closed
June 2, 2017	Spring 2017: Grades available through myWNC
June 9, 2017	Summer 2017: Full payment (100%) due by 5 p.m. for 100% of classes Summer 2017: Short-term classes added after this date must be paid for in full at the time of registration Summer 2017: Students who have not made this payment may be removed from 100% of classes Summer 2017: Classes begin.
June 12, 2017	Summer 2017: Semester Begins
June 15, 2017	Summer 2017: Last day to apply for graduation
June 16, 2017	Summer 2017: Last day to add full-term classes through myWNC. After this date, a Late Registration Form must be submitted to Admissions and Records. Summer 2017: Last day to drop full-term classes for 100% refund
June 19, 2017	Summer 2017: Even exchange of credits for full-term classes begins with an Even Exchange Enrollment Form to Admissions and Records
June 23, 2017	Summer 2017: Even exchange of credits ends Summer 2017: Full payment (100%) due by 5 p.m. for 100% of classes Summer 2017: Students who have not made this payment may be removed from 100% of classes Summer 2017: \$25 late payment fee applies
June 26, 2017	Summer 2017: Full payment (100%) due by 5 p.m. for 100% of classes Summer 2017: Payment in full must be made before a student may be reinstated into a full-term class; a Late Registration Form must be submitted to Admission and Records Summer 2017: Students who have not made this payment may be removed from 100% of classes
July 4, 2017	Independence Day holiday: College Closed
July 7, 2017	Summer 2017: Last day to submit late registration form with payment to enroll in full-term classes
July 14, 2017	Summer 2017: Last day to change credit to audit or audit to credit for full-term classes through myWNC Summer 2017: Last day to drop full-term classes with a "W"
July 31, 2017	Summer 2017: Final examinations begin
Aug 5, 2017	Summer 2017: Semester Ends
Aug 18, 2017	Summer 2017: Grades available through myWNC

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<http://lr.wnc.edu/calendar/academics/>

Admissions Information

WNC has varying admissions criteria that allows any adult who can benefit from instruction at the college to enroll. WNC does not require new students to provide transcripts of previous educational experiences. General admission, however, does not necessarily guarantee admission into specific programs or classes.

Any adult may enroll as a non-degree seeking student.

WNC has admissions criteria for students who declare their education objective to seek a degree or certificate of achievement. Students who have graduated from high school or have obtained a high school equivalency diploma such as the GED, HISET or TASC will satisfy admissions requirements.

Students may be admitted as degree/certificate seeking under alternate criteria by satisfying one of the providing criteria:

- a. Provide evidence of placement test scores at levels that demonstrate college readiness; or
- b. Provide official transcripts from a regionally accredited institution demonstrating successful completion of six college units in English, math, or other general education course, or take the equivalent at WNC.

All new degree or certificate seeking students who have never attended any college will be required to attend a new student orientation session, take placement tests, and meet with a counselor before enrolling for classes. For information regarding academic programs or classes, contact a counselor or the appropriate academic division.

New Students

Any student who has not taken a credit class in the last two years will need to submit an [application for admission](#) prior to registering for a class. Please allow 3-5 business days for the application to be processed. Students will receive emails with their student ID number and password to login to myWNC. Students who do not receive emails within five business days should not apply again. Please contact Admissions and Records.

If assistance is needed, contact Admissions and Records at 775-445-3277, or e-mail admissions.records@wnc.edu.

All new students who apply for admission are assessed a one-time \$15 application fee when they register for their first credit/unit class. This fee is not deferrable or refundable, even if the courses are full, dropped, or canceled.

New students are advised to read the WNC catalog and schedule to become familiar with programs, services, policies, procedures, and deadline information. New students are also encouraged to take placement exams, attend a new student orientation and meet with a counselor for academic planning. Further information can be found on the [New Student Checklist](#).

Early Admission and High School Students

Jump Start College

Jump Start College is a partnership between Western Nevada College and 13 western Nevada high schools. It offers high-achieving junior and senior students the opportunity to earn up to 60 college credits prior to their high school graduation.

Enrollment for High School Students

High school juniors and seniors may enroll with written permission from their high school principal or designated official. High school students are required to submit a high school authorization form each semester prior to registering. Students may submit one form for the summer and fall semesters.

Students below the junior level of high school must have a minimum 3.0 GPA and be identified as academically talented by the designated high school official, and will be reviewed on a case by case for approval to enroll in credit courses by the director of Admissions and Records. The student and his/her parents must meet with a WNC counselor. The recommendation of the WNC counselor, test scores, courses taken, grades, and the academic requirements, required laboratory components and the recommendation of the instructor and/or division chair of the course(s) requested for enrollment will be taken into consideration. Otherwise, high school students below the junior level may enroll only in community education and College for Kids courses.

International Student Admissions

International students enjoy affordable quality education at WNC. Persons wishing to apply for an F-1 Student Visa, either as an initial applicant or as a change to their existing visa status, must apply with Admissions and Records for an I-20 Certificate of Eligibility. International student application packets and a complete list of admission

requirements are available in Admissions and Records. Applicants for the I-20 Certificate must complete and file all required documentation with Admissions and Records at least 16 weeks prior to the beginning of the semester in which they intend to begin their study. Students who have submitted all required documentation and have been approved will be issued the I-20 document with which they may then apply for a Student Visa.

To enroll for classes, approved international students must report to Admissions and Records with a current passport, visa, I-94 (port of entry document) and the I-20. Students must meet with an academic advisor and may be required to take English and math placement tests before registering. Based on test results, the student may be required to take additional related courses.

WNC is authorized under federal law to enroll nonimmigrant alien students. Enrollment limitations differ with respect to the type of visa a student holds. It is the student's responsibility to learn and adhere to United States Immigration regulations pertaining to particular visas.

Students holding F-1 visas must be aware of the following regulations:

1. Full-time enrollment is required for each semester during the student's entire program of study. At Western, 12 units constitutes full-time enrollment.
2. Financial obligations must be met in a timely manner.
3. Employment may not be accepted without prior authorization from Admissions and Records and the U.S. Citizenship and Immigration Service. Students on these visas, even when authorized, may not work more than 20 hours per week.
4. Address and phone number information must be kept current in myWNC and the U.S. Citizenship and Immigration Service.
5. Passports and I-20's must be kept current.
6. A tax return must be filed yearly.
7. The student must sign up and pay for an approved designated health insurance policy for the duration of enrollment.

It is the student's responsibility to contact Admissions and Records for detailed information regarding any and all of the above information.

Registration Information

Preparing for Enrollment

New students or those who have not taken a WNC credit course in the past two years should submit an application for admission at least four business days before planning to register for classes.

All students will be issued a NSHE ID number which will be a student's official identification number at WNC and at all other Nevada System of Higher Education schools. Students are provided with the number and a password to access myWNC online registration system when their application for admission is processed.

Degree seeking students should attend an orientation, take placement tests, and meet with a counselor.

High school students must submit a high school authorization form before they can register for classes.

English and Math Placement and Completion

WNC is committed to student success and facilitating course and degree completion.

All new degree/certificate seeking students will be required to attend a new student orientation, take placement tests or submit alternative test scores, and meet with a WNC Counselor. All students must enroll in math and English classes during their first semester and must be continuously enrolled in mathematics and English courses until a college level class (courses numbered 100 or higher) has been completed in both areas.

Registering for Classes

Students registering at the beginning of a semester registration period should check their student center in myWNC for their online enrollment appointment. Students can register any time after their enrollment appointment is active.

Students may add full-term courses through the first week of instruction; short-term classes may be added until the first day of class.

To add classes, students first add classes to their shopping cart in myWNC under "Enroll." Students need to ensure they finish the enrollment process (step 3 under "Enroll" in myWNC). A message will inform students if their enrollment was successful or if an error occurred.

Paying for Classes

Students should pay fees after registering for classes (no later than the published deadlines). Students who do not pay 100 % of all classes by payment deadlines or 100% of the first installment of a payment plan (when applicable) may be dropped from 100% of their classes. Students are ultimately responsible to drop their classes if they no longer choose to be enrolled. Students who do not drop their classes by refund deadlines may be responsible for payment, regardless of whether or not they attended classes, and may end up with an "F" grade on their transcript.

Invoices are emailed to students who register well in advance of the semester start date. Students can also view their charges through myWNC. Students are responsible for payment regardless of whether an invoice is received. It is the student's responsibility to be aware of all semester deadlines, including refunds and fee payments. Students who do not pay fees by published deadlines may be removed from class rosters. However, if a payment is made to a student's account for a previously registered class, or from any other source such as financial aid, a scholarship, a third party, etc. the student may not be removed from class rosters.

Dropping Classes

Students drop (withdraw from) classes using the "enroll" function in myWNC. Deadlines to drop classes are as follows:

- Full-term classes by the Friday of the ninth week of the semester
- Short-term classes four weeks in length or longer by the date that 60% of instruction has occurred
- Short-term classes less than four weeks in length by the day before the class begins

A short-term class is defined as a class that is not scheduled to meet for the entire semester (16 weeks for fall and spring, eight weeks for summer).

Classes dropped after the refund period will remain on the student's transcript with a grade of "W."

Information about refunds can be found at <http://www.wnc.edu/student-services/admissions/refunds.php>

Students should drop from classes by the published deadline if they are unable to attend or complete them. Students who do not withdraw themselves are subject to receive a grade issued by the instructor which could be a failing "F"

grade. Courses dropped by the student after the 100% refund period will remain on a student transcript with a grade of "W." A "W" grade does not affect grade point average but may affect financial aid and scholarship eligibility.

Classes with Prerequisites

Students should check the course catalog to ensure they have met the prerequisites for the classes they intend to enroll in; it is the student's responsibility to ensure that prerequisites are met.

Students currently enrolled at WNC in a class that fulfills a prerequisite may enroll in the subsequent class. If the prerequisite class is not successfully completed, the student may be dropped from the subsequent class that required the prerequisite.

Enrollment Limits

Students may register for up to 18 units for the fall and spring semesters and up to 12 units for the summer semester through myWNC. Additional registration requires approval by a WNC counselor; the maximum number of units that may be approved for one semester is 21 units for degree/certificate seeking students. Enrollment in more than 21 units (15 for summer term) requires the approval of the Vice President of Student and Academic Affairs.

Course Load

The number of classes taken by a student, excluding courses taken for audit, makes up the total unit load. The load of a student receiving veterans benefits or financial assistance may have restrictions which affect the classes that apply to his/her course of study. Full-time students are defined as those who carry 12 or more units (six or more for summer); three-quarter-time students carry 9-11 units; half-time students carry six-eight units.

According to the Northwest Commission on Colleges and Universities guidelines, a three-unit lecture class usually requires three hours of class time per week; and a one-unit lecture class usually requires one hour of class time per week. A one-unit laboratory class usually requires three hours of class time per week.

Auditing Classes

Auditing a class is a process in which a student pays the fee, attends class sessions, receives all the instruction, and generally does the assignments and the work of a regularly enrolled student. However, he/she does not receive a grade or credit. The student is not required to take examinations. The last semester date to change credit/audit status for full-term classes is the end of the ninth week of classes for a 16-week semester (fall and spring) or the end of the fifth week of classes for the summer session. For courses that meet longer than 16 weeks, or less than 16 weeks but for at least four weeks, students may change credit/audit status during the first 60 percent of the class. For classes that meet for less than four weeks, students may not change their credit/audit status after the class begins. After the semester begins, students enrolling in short-term classes must use an enrollment form to change credit/audit status. Full-term classes may be changed through myWNC using the "edit" function under "enroll."

Late Registration

Students may register late by submitting a Late Registration Enrollment Request form with instructor signature/approval during the second week of classes. After the second week of the semester, students must pay for a class in full before a class will be added using the Late Registration Request. The last day to pay for and submit a request to add a full-term class is the Friday of the fourth week of the semester.

Submission of a Late Registration form does not guarantee the request will be processed. Students are responsible to check to see if their request was granted and to verify the accuracy of their course schedule through myWNC. If not pre-paid, students must pay for courses approved for late registration immediately.

Even Exchanges

Requests to exchange one full-term class for another with the same amount of credits must be submitted after the first week of the semester, with an Even Exchange Enrollment Request form, by the end of the second week of the semester. An instructor's signature must be submitted for any class to be added. Even exchange of class/credit will remove the dropped class completely from a student's transcript. Classes dropped after the 100 percent refund period that are not "even exchanged" will remain on a transcript with a grade of "W," and may affect student financial aid.

Submission of an Even Exchange form does not guarantee the request will be processed. Students are responsible for checking to see if their request was granted and to verify the accuracy of their course schedule through myWNC.

Concurrent Registration

A student who plans to enroll for one or more courses at another college while enrolled at WNC should consult with a counselor prior to enrollment. The counselor will help the student select courses at a college as they relate to degree requirements at WNC. Courses taken at another college must be transferred and evaluated for credit if the student

wishes to use them in meeting WNC degree requirements. Veterans, international students and students receiving financial aid must indicate to the appropriate agency which institution is the school of primary enrollment.

Books

After registering for classes, students can locate information on required and recommended books for their classes through myWNC, by visiting the campus bookstore, or online. Students visiting the bookstore in person are encouraged to bring a printed copy of their class schedule.

Class Cancellation

Western Nevada College reserves the right to cancel classes in which there is insufficient enrollment.

Attendance

Students are expected to attend all classes for which they have registered. An instructor may fail any student when the student has an excessive number of absences as identified in the course syllabus. In general, if a student misses a number of hours greater than the number of units to be earned in the course, this may be considered excessive.

Name and Contact Information

Students are encouraged to keep their email address, address and phone number current in myWNC. A change or correction to a name, birthdate, or Social Security number requires submission of a Personal Identification Change form with documentation to Admissions and Records.

Student Responsibility

Students should periodically check their class schedule in myWNC throughout the semester to make sure that fees have been paid and they are still correctly registered. This is the student's responsibility.

Students are responsible for all costs associated with registration, regardless of any invoice that may or may not have been received, and regardless of attendance or class participation unless classes are dropped within the 100 percent refund period.

Transfer Information

Students declared as degree/certificate seeking may request to have transfer credits evaluated by submitting a "Petition for Transfer Credit Evaluation" form to Admissions and Records. Students must submit official transcripts or training records and then allow up to 2-3 months for the evaluation to be completed. When completed, students will be able to view their transfer credit in myWNC and can run a degree audit report to determine how transfer credits apply toward their intended degree or certificate program. An email will be sent to each student when the transfer evaluation is completed.

In general, only credits applicable to the student's specified degree or certificate program will be transferred to the student's WNC record.

Transcripts

Admissions and Records will accept only official transcripts from other colleges, universities, high schools, and educational testing sources; unofficial copies will not be accepted. A transcript must be sent directly to Admissions and Records by mail or electronically from the applicable institution to be considered official; faxed copies will not be accepted. A transcript that is hand carried in a sealed envelope to Admissions and Records that was mailed to the student directly from the applicable institution may be accepted as official provided the envelope has not been opened.

Regional Accreditation and Acceptance of Transfer Credits

Credits earned in institutions of higher learning that are accredited by one of the six regional accrediting associations (MSACS, NCACS, NEASC, NWASC, SACS, WASC) are normally transferable, provided the courses are comparable to those offered by WNC and are applicable toward degree requirements. Credits earned from schools that are not regionally accredited will be considered nontraditional education.

Only transfer credits that apply toward a requirement (including required electives) will be applied toward a degree or certificate. WNC can accept transfer credit as follows:

- A maximum of 45 semester credits or 75 percent of the total credits required for a degree, whichever is greater, may be accepted from regionally accredited colleges or universities toward an associate degree.
- A maximum of 90 semester credits or 75 percent of the total credits required for a degree, whichever is greater, may be accepted from regionally accredited colleges or universities toward a bachelor's degree.
- A maximum of 30 semester hours of credit may be accepted from approved credit by examination programs.
- A maximum of 15 semester hours of credit may be accepted from non-traditional programs.
- A maximum of 45 credits or 75 percent of the total credits for a degree, whichever is greater, from other sources as listed above may be applied toward an associate degree. A maximum of 90 credits or 75 percent of the total credits for a degree, whichever is greater, from other sources as listed above may be applied toward a bachelor's degree.
- A maximum of 15 semester hours of credit from other sources as listed above may be applied toward a certificate.
- Grades are not transferable but may be utilized when determining eligibility for financial assistance and/or admission to special academic programs and to determine the minimum GPA required for graduation.
- A quarter unit is worth 2/3 of a semester unit.

Evaluation of Transfer Requirements

Courses from NSHE institutions will be accepted for equivalent courses per common course numbering. Courses from other institutions will be evaluated on a case-by-case basis based on the course title, designator, credits, course numbering system used by the institution and course description if available. Upper division courses are generally not acceptable for general education requirements, but may apply towards emphasis requirements on a case by case basis. Graduate level courses are not accepted to fulfill degree and/or certificate requirements.

If the information provided on the transcript is not sufficient for Admissions and Records to make a determination as to course applicability towards the student's desired program, the student will need to provide additional information from the transfer institution regarding the course, such as a course outline or syllabus. If necessary, a WNC faculty member from the corresponding program will be consulted.

Fractional Credits

Quarter credits are worth 2/3 of a semester credit. If a student lacks fractional credits in any area(s) of general education requirements, the student may satisfy the requirement(s) by completing other listed general education courses provided the student completes at least the minimum total requirements listed in the general education section for any degree or certificate. While an area or areas may be a fraction of a credit less than required, the total general education credits may not be reduced. While a specific program requirement can be satisfied with a fraction

of a credit less than required, the total program requirements can not be reduced. Students who lack fractional credits in any area(s) of general educational or program requirements should see a counselor.

Credit - Non-Traditional Education

WNC will consider awarding credit for prior experiential learning to students who have been accepted to the college. A minimum of 45 contact hours or 15 hours of instruction plus two hours of outside preparation per contact hour is required for each credit awarded. The college may accept a maximum of 15 credits from non-traditional sources to include the following:

- Military training
- Correspondence courses
- Extension courses
- Post-secondary institutions without regional accreditation
- Certificate training
- Other recognized sources

The above sources must meet the minimum standards for accreditation by nationally or state recognized agencies. Credits from non-traditional sources are evaluated on a case-by-case basis. In general, credit is awarded only for those courses or training experiences that are comparable to those courses offered by Western Nevada College. Certain credits may be applicable to satisfy course requirements for occupational degrees while others may be used as elective credit primarily for the AGS and AAS and Bachelor of Technology degrees and for Certificate of Achievement only. The only nontraditional credit applicable towards the AA and/or AS degrees is from military service as documented by a DD2-14, or correspondence or extension courses from a regionally accredited institution. Nontraditional education credit from any source other than correspondence classes from a regionally accredited institution will not be awarded to fulfill general education requirements, except for the human relations requirement when applicable.

For occupational program requirements for an Associate of Applied Science or Certificate of Achievement, students may request an exception to the 15 unit limit. Exceptions must be approved by the Vice-President of Academic and Student Affairs.

Credit For Military Service

Admitted students who are veterans and have completed more than one year of active duty and were honorably discharged may be granted non-traditional credit from a DD2-14, up to a maximum of four credits. Students may also receive credit for additional military training by sending an official military transcript.

International Colleges

Credit may be awarded from some recognized colleges and universities outside of the country. Students must have a course by course evaluation completed by an approved transcript evaluation service. An official copy of the transcript and English translation might also be required depending on the transcript evaluation service used. Credit for English/communications requirements is accepted only from institutions located in the following countries: Australia, Canada, England, Ireland and New Zealand. Contact Admissions and Records for further information.

Credit By Examination

A maximum of 30 credits for an associate degree or 60 credits for a bachelor's degree, accumulated through an acceptable credit by examination process, may be accepted toward degree requirements. A maximum of 15 credits in a single subject area is allowed; a maximum of 15 credits for challenge examinations is allowed. Credit earned by examination may not apply toward satisfying the minimum on-campus resident credit requirements.

Challenge Examinations:

The college recognizes that students accumulate a great deal of information outside the classroom without formal instruction. There are times when this information may be extensive enough to satisfy the requirements of courses offered by the college. For this reason, with approvals, an enrolled student may be allowed to take challenge examinations to receive credit in certain courses. A student interested in these examination procedures should contact Admissions and Records.

Policies relating to challenges are:

1. A student may not challenge a lower level course in the same subject area that the student has already received credit in at a more advanced level.
2. A student enrolled in a more advanced course may not challenge a lower level course in the same subject area.
3. A student may not challenge a course that has been previously attempted.
4. A maximum of 15 credits for challenge examinations is allowed
5. Credit earned in challenge examinations are not considered resident credit, do not count as part of a student's credit load for any given semester, nor are they computed into the grade point average.

6. Successful challenge examinations are posted as a "pass" on the student's transcript.
7. Challenge examinations may not transfer to other academic institutions and may not count for licensing agencies.
8. WNC reserves the right to deny any petition for challenge examination credit.
9. A student must be currently enrolled and have completed coursework for credit at WNC before credit by examination will be placed on an official academic transcript.

College Level Examination Program (CLEP):

Credit may be granted for the satisfactory completion of the College Level Examination Program (CLEP) general examinations.

A maximum of three semester credits may be granted for each of the five general examinations (except English), earning the following standard scores:

- Tests taken before July 1, 2001: 500 or above.
- Tests taken after July 1, 2001: 50 or above.

Students may earn three to six English credits if their test includes an essay and the following scores are earned on the examination:

- **Three credits (ENG 101):**
Tests taken before July 1, 2001: 500-639.
Tests taken after July 1, 2001: 50-63.
- **Six credits (ENG 101 and 102):**
Tests taken before July 1, 2001: 640 or above.
Tests taken after July 1, 2001: 64 or above

A maximum of three semester credits may be granted for each subject examination. Only certain examinations are acceptable; inquire at the Admissions and Records office for the list of approved CLEP subject examinations. Contact Admissions and Records for information on credit granted for course equivalents and/or elective credit for general and/or subject exams. Students will not receive credit if they already completed an equivalent course.

College Board Advanced Placement Examinations

Upon receipt of an official score report from the College Board and a satisfactory essay when required, credit may be granted for examinations with a score of 3 or higher, with the exception of some examinations, which require a score of 4 or higher. In general, WNC will award credit as approved by the University of Nevada, Reno. Contact Admissions and Records for further information.

Transfer Credit Appeals Process

If a student disagrees with a transfer credit evaluation, the student is encouraged to obtain and submit further written information about the course in question, such as a course outline or syllabus and/or a course description if it was not originally available. If a student questions an evaluation from a nontraditional source, the student is encouraged to obtain further written information about the training, including number of hours of the training, information about the training source, accreditation, etc. Admissions and Records will reconsider amending the original evaluation. If the reason to deny course equivalency is a result of a course not meeting basic rules and policies, such as fulfilling the minimum number of credits required, the course was developmental, not completed at a regionally accredited institution, the course was upper division and will not fulfill general education requirements, the course was graduate level, etc., the decision of Admissions and Records will be final.

If the reason is not based on such a policy and the student disagrees with the decision of Admissions and Records, the student may submit a transfer credit evaluation appeal. The appropriate faculty member in the specific applicable department and/or the division director will be consulted for an opinion. Admissions will provide the faculty member or director with a copy of the course description and any additional information submitted by the student. The decision of the division director and/or faculty member will be final. If the division cannot make a determination, the Registrar will make the final determination. If a request is denied, the student will be given a reason for the denial in writing. The decision of the appeal will be final.

Graduation Information

Application

Each student seeking a degree or a certificate of achievement is required to submit an online Application for Graduation to Admission and Records and pay \$25. Students enrolled in their last required class(es) should apply at the beginning of that semester.

Application Deadlines

- Fall Semester - November 1
- Spring Semester - March 1
- Summer Semester - June 15

Applications received after the published deadline may be considered for the following semester.

Continuing Students

Students who continue taking classes at WNC after a degree or certificate is finalized should be aware that their degree status may be changed to non-degree seeking. Students who plan to strive towards a different degree or certificate should declare this by submitting an online Degree Program Change form to Admissions and Records after the semester of their graduation date has ended. This is especially important for students applying for financial aid; failure to declare a new degree could result in revocation of financial aid funds.

Diplomas

Students should type their name on the graduation application exactly as they would like it to appear on their diploma (name must match student records). Successfully completed degrees/certificates will be posted to students' official transcripts approximately 12 weeks after the end of the graduating semester in which the application was filed. Printed diplomas will be mailed to the student at the address indicated on the graduation application approximately **14-16** weeks after the end of the semester of application.

Commencement

All graduating students are encouraged to participate in commencement ceremonies held at the close of the spring semester each year. At that time, all degrees and certificates of achievement are conferred for graduates from the spring semester and from the summer and fall semesters preceding the spring semester ceremonies. Letters of invitation are emailed to qualified students in April.

Additional Information on commencement ceremonies can be found on the [Commencement Information](#) page.

Requirements for Graduation

Associate Degree and Certificate of Achievement

A student seeking to obtain a degree or certificate of achievement from Western Nevada College must have satisfied the following requirements:

1. Completed the curriculum requirements for the degree or certificate. The student may select either the catalog year under which he/she initially enrolls and completes a course, or the year under which he/she will complete the curriculum requirements for a degree/certificate. Students may also select the catalog year when he/she officially declares a program of study for the first time, if declared in fall 2007 or later. Students applying to the nursing program, which has selective admission criteria, must follow the catalog in effect at the time the program admission application is submitted. Each WNC catalog is effective for the upcoming fall, spring and subsequent summer terms. In no case may students use a catalog which is more than six years old at the time of graduation. Students who fail to complete degree/certificate curriculum requirements within six years of their initial enrollment or program declaration may use the next catalog in effect dating six years after their initial enrollment. If a degree or major is offered for the first time after a student has enrolled, the student may choose the catalog year in which the degree or major was first offered. Students may not use a combination of catalogs for graduation. This applies to all policies and curricula.
2. In some cases, completion of a single course may satisfy requirements in two different areas of an associate degree or certificate of achievement. Students may use a single course to satisfy a general education requirement in addition to a program, subject, core or emphasis requirement. A single course may not be used to satisfy more than one general education requirement, except for the US/Nevada Constitution requirement.
3. Completed 15 semester college level credits in residence at Western Nevada College for each degree or certificate of achievement. Challenge examinations, non-traditional credit, or developmental courses (courses numbered below 100) do not count as resident credit.
4. Maintained a minimum cumulative grade point average of 2.0. The grade point average for graduation must be at least a 2.0 on a 4.0=A scale. This grade point average is calculated by using all courses chose to fulfill the

degree requirements taken at WNC and transferred.

5. Met all financial/library obligations. No student will be issued a degree or certificate if he/she has not met all financial/library obligations. Outstanding debts may be paid at the Business Office. Library holds can be cleared through Library and Media Services.
6. Submitted an Application for Graduation and payment to Admissions and Records by the published deadline.

Dual Degrees/Certificates

A student may earn two or more associate degrees or certificates of achievement subsequently or simultaneously provided he/she fulfills all of the following conditions:

1. Files a separate application for graduation and pays the application fee for each associate degree or certificate,
2. Satisfies all of the requirements for each associate degree or certificate, and
3. Completes 15 credits in residence for each associate degree or certificate.

For each additional associate degree, a student must complete 15 credits in addition to the minimum number required for the first degree. This means a student who wishes to earn two degrees must have at least 75 college level semester credits, 30 of which were earned in residence at WNC. College preparatory courses with a number below 100 will not apply toward the 75 total semester or residence credits.

Requirements for Graduation - Bachelor's Degree

A student wishing to obtain a bachelor's degree from Western Nevada College must have satisfied the following requirements:

1. Completed the curriculum requirements for the degree. The student may select either the catalog year under which he/she initially enrolls in a baccalaureate-level program or the year of graduation. In the case of NSHE transfer students, exceptions to this policy will be handled by Admissions and Records and the transfer agreement contract process. Whichever catalog is used cannot be more than 10 years old at the time of graduation. Students who fail to complete degree requirements within ten years of their initial enrollment may use the next catalog in effect dating 10 years after the students' initial enrollment. Students may not use a combination of catalogs for graduation. This includes all policies and curriculum.
2. Completed 32 semester credits in residence at WNC. Challenge examinations, non-traditional credit, or developmental courses (courses numbered below 100) do not count as resident credit.
3. Maintained a minimum cumulative grade point average of 2.0 and the minimum grade point average required for program requirements. The cumulative grade point average is calculated by using all courses used to fulfill the degree requirements taken at WNC and transferred.
4. Completed a minimum of 40 upper division credits (numbered 300 or above).
5. Met all financial/library obligations. No student will be issued a degree if he/she has not met all financial/library obligations.
6. Submitted an Application for Graduation and payment to Admissions and Records by the published deadline.

Additional questions or inquiries should be directed to Admissions and Records at 775-445-3277 or admissions.records@wnc.edu

Graduation With Honors

Students are eligible to graduate with honors based on completion of 45 academic units at Western Nevada College for an associate degree or 75 academic units at Western Nevada College for a bachelor's degree, excluding developmental courses.

Grade point average determines the honors designation:

- 3.90 or higher = Summa Cum Laude
- 3.75 or higher = Magna Cum Laude
- 3.60 or higher = Cum Laude

Units and grades transferred from other institutions or other credit sources will not apply.

Grades

Student Grades

Students may view their grades online at myWNC. Mid-term grades for full-term classes are generally available after the eighth week of the semester for fall and spring semesters; mid-term grades are not available for short-term classes. Final grades are available two weeks after the end of the semester. Check the [dates and deadlines page](#) for more information.

The college does not send grade mailers; students may view grades through myWNC.

Instructions for checking grades using myWNC

1. Log in to your account through [myWNC](#) by entering your student ID number as your user name and password
2. Click on the line in the center box, "myWNC Student Information Center"
3. Click on "Other Academic" under the Academics section.
4. Select "Mid-term Grades" or "Official Grades" for final grades.

Grading System

The following grading policies apply to WNC:

"A" Superior	4.0
"A-"	3.7
"B+"	3.3
"B" Above Average	3.0
"B-"	2.7
"C+"	2.3
"C" Average	2.0
"C-"	1.7
"D+"	1.3
"D" Below Average	1.0
"D-"	0.7
"F" Failure	0.0
"P" Pass	
"I" Incomplete	
"R" Repeat	
"AD" Audit	
"W" Withdrawal	

1. It is at the discretion of individual faculty to use the "Plus" and "Minus" grading scale.
2. All grades are awarded according to faculty members' judgments. Students may repeat failed courses.
3. Withdrawal indicates the student withdrew from the course and did not complete it.
4. The course syllabus shall contain a clear explanation of the grading scale to be used by the instructor. Students may not appeal the format an instructor chooses.
5. "I" Grade: An Incomplete grade may be given by the instructor when a student has completed 75 percent of the course with a grade of at least "C," but where there is some verifiable, compelling reason for the lack of completion. College regulations limit the amount of time the student has to make up assignments or examinations. The "I" (Incomplete) must be made up within 120 days of the end of the semester. Failure to do so will result in the "I" grade being changed to an "F." A student seeking to complete the work for a course in which he/she received an Incomplete must make arrangements with the instructor who issued the incomplete grade. A grade change from the instructor is due to Admissions and Records within 120 days of the end of the applicable semester.

Grade Appeal

A grade appeal is the process for students who believe the grade that they received for a course is incorrect. A grade appeal must be initiated no later than 30 instructional days into the following regular semester and must follow the following process:

1. Prior to activation of the formal grade appeal process, it is recommended that the student discuss his/her complaint with the instructor who issued the grade. If the student cannot reach the instructor, or if the grade is not resolved by the instructor, the student must file a written intent to appeal the grade with the instructor's division office.
2. Once the written notice is filed, the student must contact the division chair. The division chair will arrange a meeting between him/herself, the instructor and the student, or between the instructor and the student if such a

meeting has not yet taken place.

3. If the grade appeal is still unresolved, the student must submit details in writing to the vice president for Academic and Student Affairs, who will act on the grade appeal within 15 days of being notified.
4. Within 15 days of the receipt of the written certified letter, a hearing committee composed of the division chair, two faculty members of the same division and two students chosen by the Associated Students of Western Nevada president will meet to hear the grade appeal. The instructor and the student who is appealing the grade will be invited to be present when this committee meets.
5. The written recommendation of this hearing committee will be forwarded to the vice president for Academic and Student Affairs who will act on the grade appeal within 15 days of being notified.

Repeat Adjustment Request

A student may repeat a course and have only the highest grade counted as part of his/her total grade point average; all grades will remain on the student transcript. Students will not receive duplicate credit for repeated courses unless the course is designated as repeatable for credit. Students may repeat courses provided they have fulfilled current course prerequisites and met criteria established for courses with selective readmissions criteria.

Students may petition to repeat up to 12 units with an adjustment to the previous grade(s). If approved, the original grade will be reflected as an "R" for repeat. The "R" will only be used as a replacement if the repeated course earns a grade higher than the grade originally earned. Repeat adjustment may not be applied to W or AD grades. A repeat adjustment request must be submitted to Admissions and Records no later than four weeks past the published date on which grades are posted, for the semester in which the course was repeated.

If a student requests a repeat adjustment for a course that is designated as repeatable for credit, he/she will not receive additional units for the repeated course.

Academic Renewal

Students may petition to have an entire semester of course work be disregarded in all calculations regarding academic standing and grade point average. Eligibility for academic renewal is subject to the following conditions:

1. At the time the petition is filed, at least one year must have elapsed since the most recent course work to be disregarded was completed.
2. In the interval between the completion of the most recent course work to be disregarded and the filing of the petition, students shall have completed at least 12 acceptable units of course work at a regionally accredited institution of higher education with a grade-point average of at least 2.5 on all work completed during that interval. Courses taken during the interval may be repeats of previously attempted college work.
3. The student's filed petition must specify the semester to be disregarded. A semester with only "W" grades may not be considered for academic renewal. If the petition is approved under this policy, the student's permanent academic record will be suitably marked to indicate that no work taken during the disregarded semester, even if satisfactory, may apply toward graduation requirements, and the grades will not be calculated into the student's grade point average. However, all course work will remain on the academic record, ensuring a true and accurate academic history. The original grades earned will be calculated toward satisfactory academic progress for financial aid.
4. Academic renewal can occur only once during a student's academic career. Academic renewal can only be applied prior to graduation from the first degree or certificate. Once a student graduates, academic renewal cannot be retroactively applied.

Dean's List

Students are eligible for the Dean's List if:

1. At least 12 units (6 units for the summer semester), excluding developmental course units, have been completed during the semester on the A, B,C,D scale, and
2. The semester grade point average is 3.50 or higher.

Transcripts

Official Transcripts

All students may order official transcripts through the National Student Clearinghouse for \$2 per transcript plus a \$2.25 handling fee per address. A credit card and email address are required. To order a transcript through the National Student Clearinghouse, click on the following link:

https://www.studentclearinghouse.org/secure_area/Transcript/login.asp?FICEcode=01036300

The processing time for official transcripts is approximately five business days. During peak periods such as registration and final examinations, there may be some delay. Official transcripts cannot be issued until holds preventing release of transcripts are removed, including payment of all debts to any NSHE institution.

Transcripts ordered for pick-up will be available at the Admissions and Records office in Carson City. When ordering through the National Student Clearinghouse, students may request that another person may pick up the transcript under processing option, "Special Instructions." All individuals must have a government issued photo ID to pick up a transcript.

Unofficial Transcripts

Current students or any student with an active [myWNC](#) account may access an unofficial transcript free of charge through [myWNC](#).

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This page may contain links that are not visible in a printed format. For complete information visit:
<http://lr.wnc.edu/student-services/admissions/transcripts.php>

Student Record Information

WNC Protects Student Privacy

The Family Educational Rights and Privacy Act (FERPA) is a federal law that protects student privacy. Personally identifiable information is not released without student consent and signature. To review or pick up academic records in person, a valid government or WNC issued photo ID that includes signature is mandatory. The college's registration system requires students to create a password to access their WNC account. The password is considered the equivalent of a signature.

Student Right to Inspect Records

Students have a right to inspect and review information in his/her education records, the right to seek to amend education records, and the right to have some control over the disclosure of information from education records. WNC is not required to provide copies of such records to students. If a student disagrees with some information in his/her educational records, he/she may challenge that information. If the situation is not resolved to the student's satisfaction, the student may request a hearing. If the student disagrees with the results of that hearing, he/she may submit explanation statements for inclusions in his/her file. Contact Admissions and Records for additional information.

Transcripts

Admissions and Records will accept only official transcripts from other colleges, universities, high schools, and educational testing sources; unofficial copies will not be accepted. A transcript must be sent directly to Admissions and Records by mail or electronically from the applicable institution to be considered official; faxed copies will not be accepted. A transcript that is hand carried in a sealed envelope to Admissions and Records that was mailed to the student directly from the applicable institution may be accepted as official provided the envelope has not been opened.

High School Transcripts

Credit from high school courses are not applicable towards a degree or certificate of achievement.

High school transcripts from a home school must clearly display the following information:

1. Student's name (first, middle, last) and date of birth
2. For each course completed, the following must be listed:
 - o Specific course title
 - o Units or credits for each
 - o Time frame or semester in which it was completed
 - o Grade received
3. Description of grading system used such a grade scale or grade key
4. Cumulative credits/units earned and grade point average
5. Graduation date (month/day/year) indicating completion of secondary school or high school education
6. The following statement, or one very similar, is to appear about the home school administrator/parent signature line: "I, the undersigned, do hereby self-certify and affirm that this is the official transcript and record of ___(name of student)___ academic studies of ___(years attended home school)___."
7. Signature of school administrator/parent and date.

A copy of a Nevada Receipt of Notice of Intent to Home school or a letter from the applicable school board approving the student as home schooled must also be submitted in order for the transcript to be considered official.

Release Of Transcripts From Other Institutions

When a transcript from another institution is received by Admissions and Records, the transcript becomes the official property of Western Nevada College. Admissions and Records does not release or provide copies of a student's official transcript from another institution to third parties or to students.

Upon request, students may view their transcript from another institution and take notes in regards to classes, semester, and grades, but may not have a copy. Exceptions to the policy are at the discretion of the registrar, and are granted only in extreme cases, such as 1) the institution housing the original records has been destroyed and WNC has the only known existing transcript, or 2) international transcripts that the student is unable to obtain.

Enrollment Status

Full-time students are defined as those who are enrolled in 12 or more credits/units (6 or more credits/units for summer); three-quarter time students are enrolled in 9-11 credits/units; half-time students are enrolled in 6-8 credits.

Enrollment Verifications

The National Student Clearinghouse is the authorized agent for WNC for providing enrollment and degree verifications. Students may obtain enrollment verifications by accessing the Clearinghouse through myWNC. Employers or background screening firms requesting enrollment and/or degree verifications may obtain a verification through the Clearinghouse at www.degreeverify.com.

Course Withdrawal

Classes dropped after the 100 percent refund period that are not "even exchanged" will remain on a student transcript with a grade of "W".

Student Responsibility

Students are encouraged to read the college catalog and schedule for important policy, procedure, and deadline information. Students are required to add and drop courses through [myWNC](#), ensure they have fulfilled all course prerequisites, verify the accuracy of their enrollment, keep their address, phone number and email address current in [myWNC](#), and pay for classes by the published deadline. Unpaid students may be removed from class rosters throughout the semester and will not receive a final grade or credits regardless of attendance and completion of course work.

Storage of Student Records

Educational records are kept by Admissions and Records permanently:

- Final grade rosters and grade change forms
- Schedule of classes
- Files of student graduates

The following records are kept for a minimum of five years for students who attend WNC:

- Admission applications
- Incoming transcripts or other credit sources
- Personal identification data change forms
- Residency applications
- Enrollment forms

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This page may contain links that are not visible in a printed format. For complete information visit:
<http://lr.wnc.edu/studentservices/admissions/records.php>

Fees & Payments

E-mail communications are sent to students throughout the registration period. It is students' responsibility to verify charges on their myWNC Student Center account and meet semester deadlines. Students who do not pay 100% of charges due by published deadlines may be removed from 100% of their classes.

Fees

PLEASE NOTE: Fees, tuition and other charges are subject to change without notice. Notwithstanding currently posted tuition and fees, all fees, tuition or other charges which students are required to pay each semester are subject to increase by action of the Board of Regents at any time before the commencement of classes (primarily due to budgetary shortfalls). The amount a student is charged at the time of registration is not a final bill and may be increased.

Students are responsible for all costs associated with registration, regardless of any communication that may or may not have been received, and regardless of attendance or class participation, unless classes are dropped within the 100 percent refund period.

- [Spring 2016 Fees](#)
- [Summer 2016 Fees](#)
- [Fall 2016 Fees](#)

Paying by Internet

Pay fees with Visa, MasterCard, Discover or electronic check through the Internet via myWNC. Students should be sure to verify their account balance after submitting their request.

Paying by Mail

Make checks payable to Board of Regents. Indicate the student ID number and mail to WNC, Attn: Controller's Office, 2201 West College Parkway, Carson City, NV 89703-7399.

Agency Fee Payment

Students must submit the authorization for third party payment to the Business Office within the week that they register. The fax number is 775-445-3027.

Late Payment Fee

A \$25.00 late payment fee will be assessed to students who register or add classes during the late registration period. It is the student's responsibility to be aware of important semester dates and deadlines, including registration, refund and fee payment deadlines.

Excessive Credit Fee

An Excess Credit Fee shall be charged to a student who has attempted credits equal to 150 percent of the credits required for the student's program of study. The amount of this additional fee is equal to 50 percent of the per credit registration fee. Attempted credits include all graded courses on a student's transcript, including but not limited to the grades of F and W (withdrawal) and repeated courses. The fee will be charged, for example, after 90 credits have been attempted towards a 60-credit associate's degree or 180 credits towards a 120-credit bachelor's degree. Exceptions may apply on a case-by-case basis. The fee will be charged in all terms after passing the threshold number of credits until a degree is awarded to the student.

Payment Plans

WNC offers a three-payment or two-payment plan for any student who is enrolled in six or more units for the fall and/or spring semester. Students should make payment plan arrangements before making any payments on their account each semester.

3-Pay Plan: This plan is available no later than the first payment deadline for the semester and divides the balance owed into three equal installments.

2-Pay Plan: This plan is available no later than the second payment deadline for the semester and divides the balance owed into two equal installments.

Enrollment may be cancelled if 100% of the first payment is not made by the published deadlines. Students who do not make the second and/or third payment on a payment plan by the published deadlines will be assessed a fee of \$10 or 10% of the balance, whichever is greater, and will be responsible for the unpaid plan balance.

When applicable, payment for the application fee must be made by payment deadlines, in addition to the payment plan installment.

Delinquent Accounts

All delinquent accounts will be placed on financial hold. Students on financial hold may not receive a transcript, register for classes at any NSHE Institution or be awarded a certificate/diploma until the account has been cleared and financial hold removed. Delinquent accounts may be sent to collection after 90 days. The student will be assessed collection/legal fees.

WNC will not accept postdated or altered checks. A \$25 insufficient funds fee will be assessed for any check returned as unpaid from the bank. Returned checks must be made good within ten days of the bank's notification (cash, cashiers check or money order only) or the college will begin collection procedures.

Fee Refunds

Information on refunds is on the [Refund Information](#) page.

Direct Deposit of Student Refund Checks

The Controller's Office offers direct deposit as a more convenient means of providing refund/overage checks to students. Instead of mailing a check, funds are deposited directly into a student's checking account. Sign up online at myWNC.edu in the finance section of the myWNC Student Center.

Tuition Statements-For Tax Purposes

Students can elect to receive their 1098-T statement by selecting the "Accept" button when prompted upon logging into myWNC. 1098-T statements are available in the myWNC Student Center by February 1 each year.

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<http://lr.wnc.edu/student-services/admissions/payments.php>

Excess Credit Fee

Per regulations set forth by the Nevada System of Higher Education, a 50 percent Excess Credit Fee on the per-credit registration fee shall be charged to a student who has accrued attempted credits equal to 150 percent of the credits required for the student's program of study. Attempted credits include all graded courses on a student's transcript, including but not limited to the grades of F, W (withdrawal), AU (audit) and repeated courses. The fee will be charged after 45 credits have been accumulated towards a certificate of achievement, 90 credits have been accumulated towards an associate degree and after 180 credits for students who have been accepted into the BTCH program for a bachelor's degree. Exceptions may apply on a case-by-case basis. The fee will be charged in all terms after passing the threshold number of credits until a degree is awarded to a student.

Financial Aid will not pay for the Excess Credit Fee.

Students who obtain an associate degree and plan to strive towards a second associate degree will have 60 credits deducted from the total that applies to the Excess Credit Fee.

Students may appeal the Excess Credit Fee based on the following criteria:

- Credits attempted at an institution outside of NSHE if those credits do not meet the degree requirements for the program of study;
- Credits attempted for remedial credits (e.g. MATH 95);
- Credits earned while enrolled as a high school student if those credits do not meet the degree requirements for the student's program of study;
- Credits earned through examinations, such as AP or CLEP;
- Credits that were earned toward one degree, if the student is working on a second degree
- Other credits that WNC may determine as inappropriate for the 150% credit calculation.

Students may appeal the Excess Credit Fee by submitting an [Excess Credit Appeal form](#). The form may be submitted after the student has registered for classes for the semester of appeal.

Students who wish to appeal are strongly advised to submit an appeal form no later than August 1 for the fall semester, December 1 for the spring semester, and May 1 for the summer semester. The deadline to submit an appeal is the date of the final deadline for withdrawal from full-term courses with a grade of W.

Fee Refund

The college's refund policy applies to students in all programs and to all registration fees for withdrawal or net credit reduction, except for non-credit continuing education courses. The application fee is not refundable and cannot be transferred to another person or to another fee. Refund of fees for withdrawal from WNC semester-long (full-term) classes is 100 percent if withdrawal is completed in [myWNC](#) within the first five working days of the semester.

Courses that are scheduled to begin at a date different from the regular semester and/or after the beginning of the semester and short term courses DO NOT follow full-term refund guidelines. A short-term class is defined as a class that is not scheduled to meet for the entire semester (16 weeks for fall and spring, eight weeks for summer). Short-term courses and courses that start before the regular semester start date must be dropped at least one day before the first class session for a 100 percent refund; after this day no refund will be given. Note: Many summer courses are short-term.

Courses dropped by the student after the 100% refund period will remain on a student transcript with a grade of "W". A "W" grade does not affect grade point average but may affect financial aid and scholarship eligibility.

Refund checks for dropped classes are prepared and mailed or sent by e-check biweekly, starting the second week of the semester. Students who pay by credit card in [myWNC](#) will have a refund applied to their credit card. Refunds are made to the student or to the contributing party (third party) in proportion to the payment of original fees made by each. Refunds after published deadlines will not be considered for reasons which are beyond the control of the college. Not attending college, job transfers, changes in work schedule, relocation, etc., will not be considered grounds for refund appeals.

Refund appeals with verifiable evidence may be granted during the first half of the semester for the following reasons: induction or activation into the armed forces; death of the student's spouse, child, parent or legal guardian; death of the student; verifiable error on the part of the college; and verifiable incapacity, illness or injury which prevents the student from returning to school for the remainder of the semester. An appeal is made by submission of the Refund Exception Form.

In general, no refund is made after the first half of the semester.

Files and Downloads

- [Refund and Class Deletion Request Due to Exceptional Circumstances](#)

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<http://lr.wnc.edu/student-services/admissions/refunds.php>

Counseling Services

WNC counselors are available throughout the school year to help students and community members make important decisions regarding educational goals and career directions. WNC offers a variety of counseling services as an integral part of each student's educational experience, including the following:

Academic Counseling

- Placement Testing
- Academic Schedule Planning
- Major/Graduation Requirements
- [How to Run an Advisement Report](#)
- [Transfer Information](#)

Career Counseling

- Career Exploration
- Personality and Interest Assessments
- Educational Training Requirements
- Job Search Techniques
- Labor Markets Information

[Career Finder](#) is a self-assessment tool that helps students find a career/major that matches their skills, interests and abilities. This tool is easy to use and free for WNC students.

[Accuplacer Prep](#)

[Accuplacer Prep](#) is a free online course with practice tests available to all WNC students. Prepare to do your best on the Accuplacer placement test.

Additional Services

WNC counselors are available for individual consultation to assist students with personal problems and concerns. All matters discussed with counselors at WNC are kept confidential.

WNC counselors on both the Carson City campus and the Fallon campus offer a variety of courses, workshops and presentations on issues important to students, including New Student Orientations.

For additional information, please contact:

Counseling Services Phone: 775-445-3267
Western Nevada College Fax: 775-445-3149
Bristlecone Building 103 E-mail: counseling@wnc.edu
2201 West College Parkway
Carson City, NV 89703

Disability Support Services

Our philosophy is to empower students to be successful in obtaining their educational goals. By providing necessary support, we help you attain your academic, vocational and personal goals at WNC. Disability Support Services provides qualified students with disabilities equal access to higher education through academic support services, technology and advocacy in order to promote their independence, retention and graduation.

Behavioral Intervention Team

In an effort to provide a safe campus environment and assist students, Western Nevada College has developed a Behavioral Intervention Team that includes members of our college as well as community professionals. We have procedures in place to ensure open communication between departments on campus as well as with community partners.

[Fill out a Behavioral Intervention Report](#)

Career Connect

Students with disabilities who are attending at least one WNC class at any campus/center or web-based class, and have an open case with DETR-VR can apply for assistance and will be referred to Career Connect. Staff will work closely with a DETR- VR Counselor throughout the referral, eligibility, planning, and follow-up processes to ensure coordinated service provision will lead to successful employment outcomes.

Career Fair

For more information on WNC's Career Fair please click [Career Fair](#).

Prior to the first meeting with a WNC Career Connect Counselor please submit the following forms:

[Career Connect Application for Services](#)

[Career Connect Authorization to Release Information](#)

Prior to the first follow-up appointment fill out:

[Career Connect Master Job Application](#)

Disability Services/Career Connect Carson City campus, Cedar Bldg., Room 212 445-4459 â€¢ TTY: 445-4489 â€¢
susan.trist@wnc.edu 445-3248 â€¢ skylar.depedro@wnc.edu

For additional information, please contact:

Susan Trist Phone: 775-445-4459 ext.

Coord._ Disability Supp SrvsE-mail: Susan.Trist@wnc.edu

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<http://lr.wnc.edu/studentservices/dss/>

Applying for Financial Aid

Financial Aid Process

- STEP 1: Complete a WNC Application for Admission and select a degree or certificate program.
- STEP 2: Complete a Free Application for Federal Student Aid (FAFSA) at www.fafsa.ed.gov. Be sure to include WNC's school code on your applications: 013896. The FAFSA will require income information from the previous year.
- STEP 3: Monitor your myWNC Student Service Center "To Do List" and "Communication Center" to track the status of your financial aid. The Financial Assistance office may be required to verify the information submitted on your FAFSA and will request additional documents. These documents should be submitted in a timely manner to improve the processing time for your financial aid file.
- STEP 4: View your financial aid award letter via the myWNC Communication Center or on the shopping sheet under View Financial Aid.

Please Note: Changes made to the FAFSA or level of enrollment may change financial aid awards. Withdrawing from a class may result in repayment of financial aid and affect eligibility for future aid.

Completing the FAFSA - Don't Pay for It

Free assistance is available to help a student complete the FAFSA. A student should never have to pay to have the FAFSA completed. The web sites that offer to complete and file the FAFSA for a fee are neither affiliated with nor endorsed by the U.S. Department of Education. Once a student has collected all financial records and other information that is required even if choosing to pay someone to complete the FAFSA, filling out the FAFSA is not difficult.

Questions About the FAFSA

Call the Federal Student Information Center toll free at 800-433-3243 - the staff is very helpful, there is usually not a long wait, and they accept calls every day of the week. Help is also available online at www.fafsa.ed.gov.

Additional Documentation Requirements

If a student has been chosen for verification or if there is a discrepancy in their records, he/she will be required to submit additional form(s) or document(s) to complete his/her file. Notification will be sent electronically indicating which additional document(s) or form(s) are required. The Financial Assistance Office must have a student's current e-mail address. Financial aid will not be processed if a student does not receive or respond to the correspondence.

Verification Worksheet

Some student applications are selected by the federal government for mandatory verification of information reported on the FAFSA. (If a student's application is selected for verification, the student will be required to provide the Financial Assistance Office with information and documentation from the previous tax year. This must match the information on their SAR; if not, it must be corrected before aid eligibility can be determined. As part of the verification process, students will be required to submit a Verification Worksheet (Dependent or Independent).

Tax Forms

Any student that is selected for verification will be required to provide tax return information in one of two ways: 1) use the IRS Data Retrieval Tool within FAFSA (preferred method), or 2) submit copies of IRS Tax Return Transcripts with a verification form. The Financial Assistance Office will no longer be able to accept copies of IRS 1040, 1040A or 1040EZ tax returns. Instructions for requesting an IRS Tax Return Transcript can be found at www.irs.gov.

Social Security, Immigration & Naturalization, and Selective Service Documentation

The Financial Assistance Office may need a copy of a student's Social Security card, birth certificate, copies of INS documents to verify eligible non-citizen status, or verification of Selective Service registration. The Financial Assistance Office will notify the student if these or other documents are required to complete their file.

Authorization To Release Information Form

Under the Family Educational Rights and Privacy Act, WNC cannot release student financial aid information to anyone other than the student. If a student wishes to have their information released to someone else, a request must be submitted through MyWNC.

Receiving Financial Aid

Processing Timelines

The Financial Assistance Office begins processing applications in June for students who have met the April 1 priority FAFSA filing deadline. Once all required documents are submitted and a student's file is complete, eligibility is determined. Applicants should complete the FAFSAs and submit all additional required forms no later than July 1 in order to receive funding in time to meet fall semester fee deadlines, and by December 1 in order to meet spring semester fee deadlines.

Award Notification

Students will be notified electronically when their Award Offer is ready for review. AWARDS ARE BASED ON THE LEVEL OF ENROLLMENT LISTED ON THE FAFSA. The actual amount received will differ if a student's enrollment status changes. Award letters are mailed to the address on file.

Federal regulations require that all types of financial aid be coordinated. A student must inform the Financial Assistance Office if they receive any aid not listed on their award notification such as scholarships, stipends, vocational rehabilitation, or veterans benefits. A revision to the financial aid award may be necessary.

Scheduled Residual Check Dates

If financial aid exceeds the amount of fees, a residual check will be mailed to the address in MyWNC or direct deposited into a student's personal bank account.

Check Disbursements/Enrollment Verification

A student's grant and/or loan awards are mailed at the beginning of the semester. Disbursement dates depend on when funds are awarded AND will reflect a student's actual enrollment status at the time of payment. No adjustments are made for added or dropped units after the first week of the term. The amount of aid on a student's award letter may differ from what is received if enrollment changes and/or if the student owes charges.

Enrollment Changes

If a student never attends a class or has a change of enrollment status, the financial aid award must be recalculated. This will result in the student owing part or all of the award money to the college.

Disbursement of Grant and Loan Check Residuals

Residual checks will be mailed by the Business Office, to the address that is on a student's myWNC account. If the student has signed up for direct deposit, checks will be directly deposited into their bank account. It is the student's responsibility to update any changes of address or changes in bank account information through their myWNC account.

Student Charges

Any student charges for the current semester will be deducted from the student's financial aid and/or scholarship.

Returned Checks

If a check is returned to the college, it will not be re-mailed; it will be held at the Business Office and the student will be responsible for picking it up. Unclaimed checks will be cancelled after 30 days.

Lost Checks/Checks Not Received

If a check is lost or not received, contact the Business Office to stop payment. Reissued checks can take up to six weeks.

Required Identification

A student is required to present a WNC Student ID or another type of valid photo ID (such as a Nevada driver's license or Nevada Identification Card) each time he/she inquires about financial aid.

Grants

Federal Pell Grant - Pell Grants are allocated based on financial need and enrollment status. Eligibility is determined by the federal government and verified by the Financial Assistance Office. Completion of the FAFSA is required. The lifetime limit for Pell Grants is 12 semesters (full-time).

Other Financial Aid Grants

Funds for the following programs are limited so they are awarded on a first-come, first-served basis. Completion of the FAFSA is required.

Federal Supplemental Education Opportunity Grant (FSEOG) - This federal program provides limited grant funding on a first-come, first-served basis to students who meet the April 1 priority filing deadline. Recipients must be eligible for a Pell Grant, be enrolled in at least six units, and demonstrate exceptional financial need.

Grant-in-Aid - This state program provides limited funding to Nevada residents on a first-come, first-served basis. Recipients must be enrolled at least half-time and have an expected family contribution of less than \$200.

Western Nevada Award - This program is for students who have demonstrated financial need as determined by the FAFSA and are enrolled at least half-time.

Nevada Resident Award - To be eligible for this program, students must be a Nevada resident, be enrolled at least half time, and show financial need.

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<http://lr.wnc.edu/student-services/financial/funding-grants.php>

Loans

The Financial Assistance Office at WNC supports the Nevada Attorney General's Office with regards to college student loan conduct. Please read the [WNC College Student Loan Code of Conduct](#) for more information.

Loans - Definition

Student loans are money that must be repaid. Loans are legal obligations. Students are required to repay ALL student loans regardless of whether they didn't like the education received, ability to get a job in a preferred field of study, or financial difficulty.

Before taking out a student loan, it is wise to think about the amount of money being borrowed and the amount of money to be repaid over the years, with interest. Loans are legal obligations.

Be conservative. Only borrow what is absolutely needed.

Types of Loans

- **Federal Direct Stafford Loans (Subsidized and Unsubsidized)**

- **Direct Subsidized Stafford Loan** - This loan is need-based aid (need is determined by FAFSA). Eligibility is determined based on credits taken, degree program declared, and past borrowing. Interest is subsidized while in school attending at least half time (six units).
- **Direct Unsubsidized Stafford Loan** - This loan is non-need based aid. Interest begins to accrue immediately from the date the loan is disbursed, like a credit card purchase. The borrower is responsible for the interest that accrues on the loan. Students are encouraged to pay the interest while in college.

If the borrower does not pay the interest **that is accruing on the Unsubsidized loan** while in college and **when** the Unsubsidized loan goes into repayment, the lender will take the principle borrowed, all the interest that was not paid, add them together and then determine what the payment will be with interest!

- **Direct Parent Loan for Student (PLUS)** - This loan is a low-interest student loan for the parents of dependent students and for graduate/professional degree students. Unlike Subsidized and Unsubsidized loans, this type of loan requires the borrower to pass a credit check. Interest begins to accrue from the date the loan is disbursed, just like a credit card purchase!!

Parents can apply online at: www.studentloans.gov. A Federal PLUS Loan Request form and a Student Loan Request form can be found [here](#). Students must complete the form every year.

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<http://lr.wnc.edu/student services/financial/funding-loans-new.php>

Millennium Scholarship

In 1999, Gov. Kenny Guinn's Millennium Scholarship initiative was enacted into law by the Nevada Legislature. Each Millennium Scholarship is worth up to \$10,000.

A student attending WNC and using his or her Millennium Scholarship must enroll in a minimum of nine eligible credits and will receive a maximum of \$40 per credit hour for lower-division credits (100-200 level) and \$60 per credit hour for upper division credits (300-400 level). This scholarship is for up to 15 credits of 100 level and above courses per semester. Contact the Office of the Nevada State Treasurer to request complete information and all eligibility criteria.

<https://nevadatreasurer.gov/MillenniumScholarship.htm/>

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<http://lr.wnc.edu/studentservices/financial/millennium.php>

Student Employment

WNC Student Job Board

For a complete list of current job openings, go to the [Student Employment web page](#).

Information for Supervisors

- [Download the Student Employment Handbook](#)

Student Employment Programs

These programs help students earn part of their college expenses while attending school. To be considered for the majority of student employment funds, complete the Free Application for Federal Student Aid (FAFSA).

Federal Work-Study Program is a federally funded program designed to help provide employment for qualified students who demonstrate a financial need as determined by the FAFSA. These are on-campus jobs that are located on the Carson City, Fallon and Douglas campuses. The hours worked are arranged around the student's class schedule, not to exceed 20 hours per week. Students must be enrolled at least half-time to be eligible for this program.

Nevada Student Employment Program is a state-funded program based on financial need as determined by the FAFSA. Students must be a Nevada resident and enrolled at least half-time. Like federal work-study, these are on-campus jobs that are located on the Carson City, Fallon and Douglas campuses. The hours worked are arranged around the student's class schedule, not to exceed 20 hours per week.

Western Student Employment Program is a Nevada access employment program for students who have demonstrated financial need as determined by the FAFSA and is designed to help provide employment for qualified students who demonstrate a financial need. These are on-campus jobs that are located on the Carson City, Fallon and Douglas campuses. The hours worked are arranged around the student's class schedule, not to exceed 20 hours per week. Students must be enrolled at least half-time to be eligible for this program.

Regents Service Program is a state funded program based on criteria established by the Nevada System of Higher Education Board of Regents. To be eligible, Nevada residents must be enrolled at least half-time and must meet at least one of the following criteria:

- Head of household.
- Single parent who has never attended college or has had a break in enrollment of two years or more.
- First person in their immediate family to pursue a certificate or degree beyond high school.
- Not receiving support from parents or family.
- Have unusual financial circumstances.

WNC uses the funds from this program to support literacy by providing reading tutors to the elementary schools within our service area. These tutors provide individual and group tutoring at the elementary schools. A FAFSA is not required for this program. Applications are available in the Financial Assistance Office.

Applying for Student Employment

If a student has been awarded Federal Work Study funding, he/she can interview for a job. For on-campus or tutoring positions, complete a Student Employment Application, turn it in to the Financial Assistance Office, and schedule an appointment with the Student Employment coordinator. For off-campus positions, apply directly with the employer or contact person indicated on the job listing.

For a complete list of current job openings, go to the [Student Employment web page](#).

If a student has been awarded work-study on a Western Nevada College offer letter, he/she must accept the award within the first week of the semester. If a student fails to secure a position within two weeks, the work-study offer will be withdrawn.

Veterans Services

Education Benefits

The determination of eligibility for veteran educational benefits rests with the Department of Veterans Affairs (VA). The Veterans Certifying Official helps veterans and other eligible students to access their benefits by certifying their enrollment each semester.

Education Benefit Programs

- [Montgomery GI Bill®\(Chapter 30\)](#)
- [Veterans Vocational Rehabilitation Program \(Chapter 31\)](#)
- [Post-9/11 GI-Bill® \(Chapter 33\)](#)
- [Survivors' and Dependents' Educational Assistance \(Chapter 35\)](#)
- [Montgomery GI Bill® for Select Reserve \(Chapter 1606\)](#)
- [Reserve Education Assistance Program \(Chapter 1607\)](#)

For a detailed explanation of each of the programs, go to [VA Benefits Page](#).

Getting Certified

If a student wishes to use education benefits at Western Nevada College, he or she must complete the following steps:

1. Complete the application for VA education benefits. This application can be completed through [E-Benefits](#) or [VONAPP](#). After completing the appropriate applications, a Certificate of Eligibility will be generated for the student. This certificate will come from the Department of Veterans Affairs.
2. Complete the application for admissions at Western Nevada College.
3. Have all transcripts from previous colleges and universities evaluated, including military transcripts. It is the student's responsibility to have transcripts sent to WNC. If a student does not have this done by the start of their second semester, they will not be certified again until all transcripts have been evaluated.
4. Complete the [Veterans Data E-Form](#). This form must be completed each semester in order to receive VA education benefits.
5. Meet with a counselor. They are available to help students complete the [Veterans Data E-form](#). Counselors can also assist students in choosing degree programs, class schedules, and providing career counseling.
6. Meet with the Veterans Resource Coordinator and the Veterans Pre-Admission Advisor at the Veterans Resource Center on the Carson City campus of Western Nevada College. If a student cannot travel to the main campus, a phone conference will meet this standard.
7. Attend the Veterans New Student Orientation or view the information online using lecture capture technology.

Maintaining Satisfactory Academic Progress

To maintain Satisfactory Academic Progress (SAP) at Western Nevada College, students must maintain a grade point average (GPA) of at least 2.0 (C). Students who fail to meet this standard will be placed on academic probation, and VA education benefits will be suspended. In order for a student using VA education benefits to be removed from Academic Probation, individuals must meet with a counselor, and file an appeal with the Veterans Certifying Official. If a student's appeal is approved, he/she will be able to continue using education benefits as normal. If the appeal is denied or not filed, the prior semester of education benefits will be terminated. This may result in a debt for the student to the Department of Veterans Affairs. Students who need to file an appeal will have 30 days from the last day of the last semester attended. It is also important for students to understand that if they are terminated for SAP they will not be able to use their education benefits at other institutions.

Students who did not meet Satisfactory Academic Progress will need to fill out a [WNC VA SAP Appeal E-Form](#)

Important Contacts

Name [Aaron Endel](#)
Title School Certifying Official
Phone 775-445-3263
Email aaron.endel@wnc.edu

Name Rhonda Johnson
Title School Certifying Official's Assistant
Phone 775-445-3244
Email rhonda.johnson@wnc.edu

The Veterans Resource Center

The Veterans Resource Center lives by its motto "Veterans Helping Veterans" and is home to many beneficial Veteran programs. They include VA benefit counseling, tutoring, academic advising, peer-to-peer mentorship and more. [Veterans Resource Center](#)

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<http://lr.wnc.edu/studentservices/financial/funding-veterans.php>

Scholarships

Each year, WNC awards scholarships to students on the basis of academic criteria or any combination of academics, field of study, financial need, activities, community service, and other criteria. The WNC Foundation Scholarship application for 2016/2017 is now open. The deadline to apply for WNC Scholarships will close on March 5th, 2016. Students who are not eligible for federal assistance can still apply for scholarship funds.

Below are helpful links when applying for scholarships:

- [Scholarship Workshop Presentation](#)
- [Scholarship Tips](#)
- [Scholarship Application](#)

Generally, in order to be selected to receive a campus-based scholarship, a student must:

- meet the specific selection criteria for a particular scholarship program
- be enrolled in a minimum of six units, unless otherwise requested by the donor
- have a minimum cumulative grade point average (GPA) of 2.0, unless otherwise requested by the donor
- have financial need as determined by completion of the Free Application for Federal Student Aid (FAFSA), a requirement for many scholarships.

Students awarded a scholarship will have their award disbursed to their student account only when a thank you card has been received for the donor and in accordance with semester disbursement dates. Please be aware that scholarships of \$500 and more will be disbursed in two equal payments (fall and spring) unless otherwise requested by the donor. Students must meet the minimum GPA criteria for a scholarship in order to receive the second disbursement.

For more information about other Scholarship Opportunities, visit
http://www.wnc.edu/studentservices/financial/outside_scholarships.php

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<http://lr.wnc.edu/studentservices/financial/funding-scholarships.php>

Academic Skills Center

The mission of the Western Nevada College Academic Skills Centers is to provide full academic support and community to students in the form of free tutoring and computer use with the intention of helping students become active and independent learners.

Services offered at each location:

- FREE tutoring: sample subjects include math, English, Spanish, American Sign Language, biology, and physics.
- Computer use: Students can use the computers to write English and other course papers.
- Workshops: The centers offer occasional workshops on study skills topics such as time management and finals week preparation.

Online Tutoring

Online tutoring is now offered in many different subjects through Brainfuse. Visit the [Online Tutoring](#) page to learn more.

Drop-in Tutoring

Drop-in tutoring is available at the Carson and Fallon Academic Skills Centers. To receive free drop-in tutoring, you must be a WNC student enrolled in the class for which you request a tutor. To register for tutoring, drop by the ASC, fill out a student information form, and obtain an access code from the ASC receptionist.

Tutoring Appointments

Appointment only tutoring is available at both the Carson and Fallon Academic Skills Centers. To make an appointment and for more details, please contact the Carson or Fallon Academic Skills Center.

For additional information, please contact:

Carson Campus ASC Phone: 775-445-4260

Western Nevada College
Bristlecone Building 330
2201 West College Parkway
Carson City, NV 89703

Fallon Campus ASC Phone: 775-423-7565 ext. 2278

Western Nevada College
Virgil Getto Hall 307
160 Campus Way
Fallon, NV 89406

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<http://lr.wnc.edu/student-services/asc/>

Adult Literacy & Language

The Adult Literacy and Language program empowers people who are choosing educational opportunities that will enable them to reach their life, work, civic, family, educational, and personal goals.

Literacy instruction, English language learning, and HSE preparation are available to adults who qualify, through a federally-funded grant dispersed by the Nevada Department of Education. Services are offered year-round and include classes, online instruction, tutoring, transition courses, skills for the workplace instruction, and a computer-based instruction lab. Students will typically move from one level of instruction to another and will be assisted with the transition into credit-earning college courses.

Literacy Instruction

Instruction may be provided to students who lack skills sufficient for successful college work. Prospective students will be administered a broad-based skills assessment to determine educational needs. Learning plans specific to student needs will developed based on the assessment.

Adult Literacy & Language Application for Services

To apply for Adult Literacy & Language Services submit an application and a Consent Form.

- [Literacy & Language Application for Services \(English\)](#)
- [Literacy & Language Consent for Release of Information \(English\)](#)
- [Literacy & Language Application for Services \(Español\)](#)
- [Literacy & Language Consent for Release of Information \(Español\)](#)
- [Literacy & Language Application for Services \(æ±è\)](#)
- [Literacy & Language Consent for Release of Information \(æ±è\)](#)

High School Equivalency (HSE) Exam Preparation

Instructional services are provided to students at WNC campuses in Carson City, Fallon, and Douglas, who have not graduated from high school. The educational services prepare students to take High School Equivalency (HSE) exams such as: TASC, HiSET, or GED. Prospective students will be administered a broad-based skills assessment and an HSE practice test to determine individual strengths and weaknesses congruent with exam criteria. Students will then meet with a staff member to develop a learning plan specific to their educational goals. Tutoring, classes, and online instruction are available to students pursuing their Nevada Certificate of High School Equivalency.

English Language Learning

Non-native English speakers can improve their listening, speaking, reading, and writing skills in structured, intensive courses offered throughout the school year. Prospective students will be administered a reading comprehension exam upon admission and placed into a class appropriate for their English learning level.

ENSEA'ANZA DEL IDIOMA INGLÉS

Aquellos que su lengua materna no es el idioma inglés, pueden mejorar la habilidad de escuchar, hablar, leer y escribir en forma estructurada por medio de un curso intensivo que es ofrecido durante todo el año escolar. A los estudiantes aspirantes se les administrará un examen de comprensión para poder colocarlos en la clase apropiada de acuerdo a su nivel de conocimiento en el idioma inglés.

Rights and Responsibilities of Citizenship

This course will focus on a brief overview of U.S. History, laws and regulations of the United States government, how to be an active participant in a community and the process of becoming a naturalized citizen.

English Language Transition (ELT)

The mission of the English Language Transition (ELT) class is to assist non-native, advanced-level English language learners (ELL) to develop and strengthen the knowledge and language skills necessary to achieve their academic, professional, and personal goals. The ELT class provides a supportive learning environment for students while fostering social and intercultural understanding.

Boot Camps

HSE Brain Boot Camp is designed to prepare students for the educational setting. Brain Boot Camp will focus on time management, communication skills, setting and achieving goals, and other elements to help one become a successful student. HSE Boot Camp classes prepare students to take the High School Equivalency exams by offering instruction in the areas of math, reading, writing, math, social studies, and science.

Skills for the Workplace/Opportunity Knocks

According to the U. S. Department of Labor, communication skills, strong character, emotional intelligence, and other "soft skills" are most lacking in the workforce. These classes are designed to enhance students' employability and open doors to promotion, continuing education, and successful lives.

National Adult Education Honor Society (NAEHS)

The National Adult Education Honor Society provides meaningful recognition to deserving adult education students who have demonstrated dependable attendance, cooperation, and work ethic. Students enrolled in ELL, HSE, and ABE programs are eligible for membership in the NAEHS. Students chosen for membership demonstrate personal initiative and dedication to the pursuit of their educational goals, and will be given a Certificate of Membership, a letter of recommendation to use for future education applications or job applications, and a membership pin.

Hours

- Monday–Thursday: 8 am – 8 pm
- Friday: 8 am – 5 pm

For additional information, please contact:

Adult Literacy & Language Phone: 775-445-4451

Western Nevada College
Bristlecone Building 340
2201 West College Parkway
Carson City, NV 89703

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This page may contain links that are not visible in a printed format. For complete information visit:
<http://lr.wnc.edu/studentservices/alal/>

Bookstores

For more information about the WNC Bookstores, visit <http://www.wnc.edu/bookstore>

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This page may contain links that are not visible in a printed format. For complete information visit:
<http://lr.wnc.edu/bookstore/>

Child Care

Enrollment Notice

The Child Development Center is currently at capacity. The center will accept contact information in order to place students on a semester-based waiting list. Please inquire about availability each semester.

Choosing the Right Child Care

When it comes to a child's development, nothing is more important than quality, loving care. WNC recognized a need for quality child care for its students and the community. That's why the college founded the Child Development Center, with the resources of the college's Early Childhood Education program.

Age Appropriate Classes

At the Child Development Center, learning is fun! Infants and toddlers are encouraged in developmental and social skills, while older children experience dance, music, books, science, dramatic play, art and computing. Classes are structured around groups of children who have reached the same age and developmental accomplishments. Parents find the center to be a resource they can turn to for insight into their child's development and behavior.

Age Appropriate Playgrounds

The Child Development Center has two separate playgrounds, one for infants and toddlers and one for preschool children. This assures that children are playing with those of similar physical skills.

Teacher Credentials

Each classroom in the Child Development Center has a head teacher who is active in early childhood education. The head teacher is assisted by aides who also complete training in early childhood education.

Parent Action Board

The center's programs are strengthened by active parent involvement. The Parent Action Board offers input regarding daily curriculum, enrollment, fund raising and community involvement.

In accordance with Federal law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, gender, age, or disability.

For additional information, please contact:

Andrea Doran Phone: 775-445-4265 ext.
Director_ Child Dev Center E-mail: Andrea.Doran@wnc.edu

Child Development Center Phone: 775-445-4262

Western Nevada College
Child Development Center
2201 West College Parkway
Carson City, NV 89703

Continuing Education

Class Information

- Class Schedule & Registration: www.campusce.net/wnc

Community Education

WNC offers non-credit, self-supporting classes and events that enrich the cultural, social, and recreational life of the community. These may include special interest courses, field trips and workshops.

The department also sponsors College for Kids, an educational enrichment program to challenge youth.

Cancellations and Refunds

To qualify for a refund, a student must drop a class for which he/she is registered at least five calendar days prior to the start of the class. A \$10 administrative fee will be retained. There is no pro-rating of refunds.

Motorcycle Safety course fees are non-refundable with the exception of class cancellation by the college. Students who are unable to attend an available course in which they have registered may be rescheduled at the Motorcycle Safety Program Coordinator's discretion.

Class Locations

Community Education classes are offered at all three campuses. See the WNC Locations Page for campus maps and location codes used in WNC course schedules.

For additional information, please contact:

Sue Emmons

Fallon Campus Coordinator

Phone: 775-423-7565 ext. 2261

E-mail: Susan.Emmons@wnc.edu

Linda Whitehill

Carson Campus Coordinator

Phone: 775-445-4268

E-mail: Linda.Whitehill@wnc.edu

Community Education: Carson City and Douglas

Western Nevada College

Phone: 775-445-4268

Fax: 775-445-3286

Donald W. Reynolds Center for Technology 104C

2201 West College Parkway

Carson City, NV 89703

Community Education: Fallon

Phone: 775-423-7565 ext. 2240

Fax: 775-423-8029

Western Nevada College

Virgil Getto Hall

160 Campus Way

Fallon, NV 89406

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<http://lr.wnc.edu/ce/cmsv/>

Driver Education

Class Information

- Class Schedule & Registration: www.campusce.net/wnc

New drivers can prepare for the challenges of driving (and driver license testing) in the Western Nevada College Driver Education Program. The non-credit course meets four days for 30 hours of classroom training, and is open to students age 15 and older.

WNC's Driver Education Program meets the training requirements to obtain a Nevada driver's license. The course uses lectures, videos and interactive CD's to cover Nevada driving regulations, basic vehicle control, and driving maneuvers in various environments and situations. The comprehensive course also discusses the added challenges of inexperience and youthful attitudes. Guest speakers bring a wealth of knowledge in the areas of traffic safety and enforcement and insurance.

Students must be at least 15 years of age on the last day of class to be eligible to take the course. Most insurance companies will give a discount for taking a 30-hour driver education course. Students should check with their insurance provider to clarify their individual policy.

During the academic year, classes usually meet four Saturdays in a row, excluding holiday weekends. The classes meet from 8:30 a.m. to 4:30 p.m. with a half-hour lunch break. During winter break, spring break and summer, classes usually meet four days in a row. Students must bring their lunch as college food services are not available. Classes cost \$100.

Please Note: This is a non-refundable class and payment is due at time of registration.

For additional information, please contact:

Driver Education

Phone: 775-445-4463

Western Nevada College

Donald W. Reynolds Center for Technology 104E

2201 West College Parkway

Carson City, NV 89703

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This page may contain links that are not visible in a printed format. For complete information visit:
<http://lr.wnc.edu/ce/drivereducation/>

Motorcycle Safety

Class Information

- Class Schedule & Registration: www.campusce.net/wnc

The Motorcycle Safety program is located at the WNC Carson campus and is designed to teach students basic motorcycle safety.

For additional information, please contact:

Linda Whitehill

Coordinator_ Comm Svcs/Cont Ed

Motorcycle Safety

Western Nevada College

Donald W. Reynolds Center for Technology 104E

2201 West College Parkway

Carson City, NV 89703

Phone: 775-445-4268

E-mail: Linda.Whitehill@wnc.edu

Phone: 775-445-4268

Fax: 775-445-3286

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This page may contain links that are not visible in a printed format. For complete information visit:
<http://lr.wnc.edu/ce/mrc/>

Specialty Crop Institute

Class Information

- Class Schedule & Registration: www.campusce.net/wnc

Western Nevada College Specialty Crop Institute is an innovative program to provide training for alternative farming methods and crops for Nevada's high-desert climate. The program's goals are to expand and diversify Nevada agriculture. Training includes business planning and classroom lectures with on-farm experiences. Instructors are selected on a local and national basis to include the best of industry experts, successful producers, and educators.

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<http://lr.wnc.edu/ce/sci/>

Developmental Education

Students who need assistance to become academically prepared for college-level courses may enroll in developmental classes at Western. These courses are available in multiple areas, including English, reading and math, and are designated with numbers below 100 (such as ENG 095). Students who enroll in developmental courses may include high school graduates as well as adults who may have been away from school for some time. Developmental courses seek to help students acquire the skills needed to succeed in college and expand career opportunities.

Developmental courses do not apply toward a WNC degree or honors designation and normally do not transfer to a university. Please see a counselor for more information.

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This page may contain links that are not visible in a printed format. For complete information visit:
<http://lr.wnc.edu/academics/developmental/>

Economic/Workforce Development

Class Information

- Class Schedule & Registration: www.campusce.net/wnc

Western Nevada College provides educational opportunities and training solutions for business, industries and government or non-profit agencies within its widespread service area. Assessment, instruction and evaluation are essential components of WNC's programs that include topics such as supervisory training, industrial safety and customer service. Education and training for credit or non-credit can be delivered on-site at the organization or at WNC campuses in Carson City, Fallon or Minden, or in rural communities. Training can also be customized to meet the specific needs of both employers and employees. The development of new programs is often the result. Adaptability and flexibility are key to customized instruction that can be offered at any time during the year, with days and times chosen at the convenience of the organization.

For additional information, please contact:

Economic/Workforce Development Phone: 775-445-4427
Western Nevada College Fax: 775-445-3286
Donald W. Reynolds Center for Technology
2201 West College Parkway
Carson City, NV 89703

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<http://lr.wnc.edu/ce/edc/>

Honors Program

The WNC Honors Program is designed to challenge students to achieve their highest academic potential. Students enrolled in any major are eligible to participate in the Honors Program.

Benefits:

- A chance to demonstrate dedication to academic excellence and love of learning
- The opportunity to work closely with college instructors
- Honors recognition on transcripts and upon graduation
- High quality recommendations from college faculty for career, scholarship, or further educational opportunities
- Annual year-end competition for "Best Honors Project"

WNC students with a 3.0 or higher cumulative grade point average or recent high school graduates with an exit GPA of 3.0 or higher are eligible to apply.

Students in the program earn honors credit for a course by undertaking special course projects in addition to the regular course requirements. Projects are completed on a contractual basis with individual faculty members.

To receive honors credit, the student must receive a grade of "B" or better for the course and complete the contracted project to the satisfaction of the course instructor. During the first week of classes, a student should talk to his/her instructors about participating in the Honors Program.

Honors Program participants who receive honors credit in 18 or more course units in at least six different academic disciplines and who have at least a 3.5 cumulative GPA at graduation are designated as Honors Graduates.

Follow these steps to complete an honors project:

- Obtain project proposal from honors coordinator
- Meet with course instructor within first three weeks of class to devise an appropriate project
- Complete proposal with instructor and also turn it in to honors coordinator by fourth week of semester
- Meet regularly with instructor to ensure project is complete by semester's end

For more information on WNC's Honors program, please contact the course instructor.

Roundabout@Sedway Cafe

"Roundabout Cafe" on the Carson City campus, Aspen Building, offers a fresh and healthy alternative to the dining norm, for students, faculty, staff, and the general public. Students have a very busy life, and the cafe offers a convenient way to nourish their bodies with a variety of foods.

Roundabout Cafe features only high quality ingredients:

- Our Burgers are 100% steak
- Our Grab-n-Go options always available for quick but delicious options
- We offer Daily Specials
- Value menu options are also available
- We serve delicious San Rafael & Espresso coffee!

Student Value Menu:

- Tater tots with bacon and cheese ~ \$2.95
- Hot Dog only ~ \$3.95
- Half sandwich and half cup soup ~ \$4.95

Food is made from scratch and does not contain any hydrogenated oils or high-fructose corn syrup. Wheat-free, dairy-free, and paleo items are available to accommodate special dietary needs.

All items are available to eat in or take out. For those on the go, call-in orders are accepted and can be picked up. The cafe composts all appropriate materials and uses local farmers whenever possible.

Hours

- Monday–Thursday: 8 am – 5 pm
- Friday: 8 am – 1 pm: (No Grill - only Grab-n-Go stuff available)

For additional information, please contact:

Roundabout Cafe Phone: 775-445-3254
Western Nevada College E-mail: roundabout@wnc.edu
Aspen Building 104
2201 West College Parkway
Carson City, NV 89703

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This page may contain links that are not visible in a printed format. For complete information visit:
http://lr.wnc.edu/roundabout_cafe/

Job Board

There are a variety of job opportunities at WNC. Some of the links below will lead to external web sites.

Academic and Administrative Faculty

Listings of academic and administrative faculty positions at Western Nevada College available at <https://jobs.wnc.edu/>.

Part-Time Faculty

Listings of part-time faculty positions available at <https://jobs.wnc.edu/>. Applications are accepted on an ongoing basis. Completed applications are kept in the applicant pool for six months. Applicants are notified via email to recertify their application if they wish to be considered for future vacancies. Positions are filled as vacancies occur.

Classified Staff

Listings of classified staff positions at Western Nevada College are available at <http://www.bcn-nshs.org/hr/employment/>. WNC support staff are state of Nevada "classified" employees.

Community Job Board

WNC receives announcements for a range of off-campus jobs. These positions are not affiliated with WNC. They are posted on the Job Board as a service to WNC students, alumni, and the community.

Student Jobs

Listings of on-campus, off-campus, and tutoring opportunities for students of Western Nevada College are available at www.wnc.edu/jobs/student_jobs.

- **On-Campus Jobs**

WNC is guided by the principle that there shall be no difference in the treatment of persons because of race; color; national origin; religion; age; gender, including a pregnancy-related condition; gender identity or expression; sexual-orientation; protected veterans status; disability; or genetics; and that equal opportunity and access to facilities shall be available to all. Similarly, there shall be no difference in the treatment of persons who file charges of discrimination, participate in a discrimination proceeding, or otherwise oppose discrimination. It is our policy to comply fully with the non-discrimination provision of all state and federal regulations with regard to recruitment, admission, financial aid, activities, hiring, promotions, training, terminations, benefits and compensation.

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<http://lr.wnc.edu/jobs/>

Library & Media Services

Library & Media Services is responsible for library services, audiovisual support, interactive video (IAV), and distance education for WNC. It operates full service libraries on both the Carson and Fallon campuses and provides library and media support to the Douglas campus and all learning centers in the WNC service area. It also provides an extensive online collection available through this web site. Students can access thousands of articles using the research tools listed under the "I am looking for" link above. Use these [off-campus login instructions](#) to access the library databases remotely.

Western Nevada College is a comprehensive college which serves more than 6,000 students each semester within an 18,000-square-mile service area. One of four community colleges within the Nevada System of Higher Education, it is accredited by the Northwest Association of Schools and of Colleges and Universities.

The Library Mission

The mission of the Western Nevada College Library & Media Services is to support the educational programs of the college throughout the service area; to foster the ability of students, faculty, and staff to use information sources independently and effectively; and to provide a physical and virtual environment conducive to learning.

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This page may contain links that are not visible in a printed format. For complete information visit:
<http://library.wnc.edu/aboutthelibrary/index.html>

Online Learning

Western Nevada College Policies

Policy 3-3-11: Distance Education Online Policy

Procedure: Distance Education Online Policy
Policy No.: 3-3-11
Department: Academic & Student Affairs
Contact: Vice President of Academic and Student Affairs
Policy: Distance Education Online Policy

Introduction

Faculty Training

Course Development

Course Delivery

Online Peer Course Review

o Section 1: Introduction

A. NSHE Code: Definition of Distance Education (Section 11)

1. The term "distance education" means a formal educational process in which the majority of the instruction occurs when the student and instructor are separated by geographic distance or time. Instruction may be synchronous or asynchronous. Distance education may employ correspondence study, audio, or other electronically mediated technologies.

B. Western Nevada College offers online courses in a learning centered environment that fulfill the same objectives, meet the same outcomes, and are assessed with the same rigor as traditional courses. Just as traditional courses observe standards appropriate to that mode, online courses observe the guidelines and standards defined in this document.

C. All WNC courses will adhere to current WNC policies and bylaws, and to all NSHE requirements.

D. Definitions

1. Online Course - An online course provides all instruction in an asynchronous manner and has limited or no regular on-campus schedule, with the exception of proctored assignments when applicable. Synchronous chat room activities may be used when appropriate.
2. Web-Enhanced Course - A web-enhanced course shall have flexible learning formats to enhance student learning. It shall include an in-class component, but the format may differ from a traditional course by using flexible class meeting times, online components, and/or other delivery modalities (such as video, interactive video, cable media, other).
3. Traditional Course - A traditional course conducts all class sessions on campus in a synchronous manner. Traditional courses may use Web resources such as class notes, quizzes, and other class resources. Web assignments for traditional courses may be asynchronous. Students enrolled in traditional courses with important or required web components may access any online course components through WNC computer labs.

o Section 2: Faculty Training

A. All Faculty teaching web or web enhanced courses for the first time are required to attend training prior to teaching their first session of that class in the accepted LMS used by WNC. The Distance Education (DE) Coordinator will notify the Distance Education Committee and the Academic Director of instructors who have met the training requirements.

B. Academic Director will complete LMS training.

C. The institution provides appropriate training and the opportunity for exposure to new and innovative technologies, tools and software for enhancing access and learning.

D. The instructor ensures approval and/or copyright permissions and clearance for all multimedia that will be used in their courses.

E. Western Nevada copyright policy must be followed: (<http://www.wnc.edu/policymanual/3-2-8.php>)

o Section 3: Course Development

- A. Approval for a new web course must be obtained from the Academic Director.
- B. Refer to course development procedure (To Be Developed)

- **Section 4: Course Delivery**

- A. All online and web enhanced courses must be delivered in the accepted WNC LMS.
- B. All web classes with content must be complete two weeks prior the semester in which it is to be taught.
- C. All courses will be available by 8:00 AM on the first day of instruction.
- D. Faculty will login to all web classes a minimum of three times weekly, evenly spaced to ensure proper student/instructor interaction.
- E. Faculty will respond to student communications within 48 hours except during weekends and holidays (this should be stated in the syllabus).
- F. Faculty will return graded assignments in a timely manner, consistent with the nature of the assignment and the general guidelines for reviewing the assignments posted in the course.
- G. Online Course Proctoring
 - 1. Online course proctoring insures equal access for all students.
 - a. Students who are participating in an online course are allowed to complete proctored exams at any college-approved proctoring site.
 - b. Approved sites may include schools, libraries, colleges and organizations actively engaged in learning and proctoring capability.
 - c. Students have the responsibility of procuring an acceptable proctoring site and communicating this information to the course instructors.
 - d. Online course instructors will facilitate the completion of the proctored exam. This could include several process steps.
 - 1. Contacting the test proctor.
 - 2. Transmitting the testing materials to the proctoring site.
 - 3. Informing the proctor of any special handling instructions.
 - e. Students will be required to provide proper identification when they attend the proctoring session. This ID will in the form of a photo ID which could be a driver's license, State-issued photo ID, military ID, or passport.
 - f. Online proctoring is available and can be set up through the course instructor. Students will be assessed an additional fee for this service.

- **Section 5: Online Peer Course Review**

- A. WNC is a Quality Matters (QM) college.
 - 1. All new on-line courses will be QM reviewed prior to being taught.
 - 2. All courses that are currently taught on-line will be brought up to QM standards as time allows; no longer than five (5) years from the date of this policy going into effect.
 - 3. All QM reviewers will have completed the QM reviewers's course.
- B. Online Course Review Process
 - 1. The Distance Education coordinator will facilitate the review process. The DE coordinator will not be a member of the review group.
 - 2. All reviews will be performed by a QM review group, formed from a pool of academic faculty who are certified QM reviewers.
 - 3. If the rating by the QM review group is below QM standard, the QM review group will work with the course instructor to bring the course up to QM standards.
 - 4. Upon completion of the review, the QM review group chair will provide the Academic Director and the DE coordinator with the results of the review.

Date Adopted

April 6, 2012

Dates Revised

June 19, 2013

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<http://lr.wnc.edu/wnconline/>

Student Ambassadors

The WNC student ambassadors are a group of outstanding students who represent WNC on and off campus. The program is designed to engage prospective students, actively recruit at high schools, speak to civic organizations, conduct campus tours and assist during WNC activities. WNC Student Ambassadors promote WNC and personalize the college to prospective students, their parents, and visitors.

Team Attitude

The WNC Student Ambassador Program is focused on the goals of teamwork and equal contribution by all members. The success of the program relies on the students' involvement and working together as a team to become leaders among all WNC students. The WNC Student Ambassador program develops student leaders who practice teamwork, self-motivation, creativity, and friendship.

A WNC Student Ambassador is:

- A team player dedicated to promoting WNC
- An honest individual who works well with others
- An energetic leader who knows how to think big and motivate others
- A leader who knows that hard work and persistence are valuable traits

For additional information, please contact:

J.W. Lazzari

Phone: 775-445-3259 ext.

Bridge to Success Ambassador Coordinator E-mail: John.Lazzari@wnc.edu

Student Ambassadors

Phone: 775-445-3324

Western Nevada College

Fax: 775-445-3284

Joe Dini Library and Student Center 105A

2201 West College Parkway

Carson City, NV 89703

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http://lr.wnc.edu/studentservices/student_ambassadors/

Student Life

Whether a new student or one who already knows the ropes, there is something for everyone who engages in Student Life activities. Develop new friendships, connect with diverse people and groups, expand your knowledge of WNC, and advance your leadership knowledge and experience. Get involved through activities such as movies, games, athletics, fitness, music, comedy, student organizations and much, much more.

The WNC Student Center is located on the first floor of the Joe Dini Library and Student Center at WNC Carson City. The center offers students a place to study and relax between classes.

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http://lr.wnc.edu/student_life/

Student Government

The Associated Students of Western Nevada, otherwise known as student government, is an elected group of students who represent the student body of Western Nevada College. These students, who attend the Carson City, Douglas and Fallon campuses, coordinate student activities and organizations, and help assess student needs.

Any student who is enrolled at WNC can be a member of the ASWN.

If you have any questions about the ASWN or how we can help you, please feel free to contact us.

For additional information, please contact:

Associated Students of Western Nevada Phone: 775-445-3323

Western Nevada College E-mail: aswn@wnc.edu

Joe Dini Library and Student Center 105

2201 West College Parkway

Carson City, NV 89703

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This page may contain links that are not visible in a printed format. For complete information visit:
<http://lr.wnc.edu/clubs/aswn/>

Student Organizations

Getting involved on campus will help make your Western Nevada College experience a success. Here you'll find information about clubs that provide opportunities for fun activities, networking, scholarship and creativity. Take advantage of campus clubs and you'll enhance college life!

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<http://lr.wnc.edu/clubs/>

Placement Testing

Every student planning to register for English and math courses at WNC must take placement tests. Testing will assess a student's current skills in reading, writing and mathematics. Test results will help students select appropriate courses to take at WNC. In some cases, there are also qualifying test scores for course enrollment.

English and Math Placement and Completion

WNC is committed to student success and facilitating course and degree completion.

All new degree/certificate seeking students will be required to attend a new student orientation, take placement tests or submit alternative test scores, and meet with a WNC Counselor. All students must enroll in math and English classes during their first semester and must be continuously enrolled in mathematics and English courses until a college level class (courses numbered 100 or higher) has been completed in both areas.

For more information about the Accuplacer exam, visit:

- www.collegeboard.com/student/testing/accuplacer

Those with recent ACT/SAT scores or with appropriate prerequisite courses from other colleges may be exempt. Students who are not sure if they need to test should contact a counselor.

ACT and SAT required scores:

	ACT	SAT
English 101	18	440
Math 095	17	400
Math 096	19	470
Math 096D	20	480
Math 120	22	500
Math 126	22	500
Math 127	25	560
Math 128	22	500
Math 176	25	560
Math 181	28	630
Stats 152	25	560

Testing is available by appointment at the Carson City and Fallon campuses. There is a \$15 testing fee for placement tests. Photo identification is also required.

There is \$15 testing fee for proctored tests (WNC staff and students are exempt).

To schedule a testing appointment or for further information:

Carson City: 775-445-3267

Fallon: 775-423-7565

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This page may contain links that are not visible in a printed format. For complete information visit:
http://lr.wnc.edu/studentservices/counseling/placement_testing.php

Adult Education Testing

HSE Exam Information

HSE (High School Equivalency) Testing includes the GED, HiSET, and TASC. As of January 2, 2014, all three tests are recognized as valid assessment tests for a High School Equivalency certificate in the state of Nevada. The GED, HiSET and TASC are available in English and Spanish. Testers who are 16 or 17 years old must provide a letter of withdrawal from the high school last attended AND a completed parental consent form.

The GED Exam

The GED test is offered in a computer-based format by appointment only. Testers may register and schedule an appointment through www.ged.com. The GED schedule is available once the tester has registered and paid \$95 through the online registration.

[See full process and future scheduling dates.](#)

The HiSET Exam

The HiSET Exam is currently only offered in a paper-based format. Registration is done in part online <http://hiset.ets.org/> and in part through the Adult Literacy and Language office during regular business hours. A valid email address is required to create an account. Testers need to finish registering in person before they can be scheduled to test. The cost of the test is \$65.

[See full process and future scheduling dates.](#)

The TASC Exam

The TASC Exam is offered in a paper-based format. Testers must register in person through the Adult Literacy and Language office prior to scheduling for a test during regular business hours. The cost of the test is \$65.

[See full process and future scheduling dates.](#)

Hours of Operation

- Monday - Thursday 8 a.m. - 8 p.m.
- Friday 8 a.m. - 5 p.m.

Bristlecone Building, Room 340

775-445-4451

Diploma Sender

Official certificates and transcripts for all of the HSE exams are managed and distributed through Diploma Sender. Original certificates are sent free of charge; replacements are \$25. Testers must create an account at www.diplomasender.com to ensure receipt of the original documents. A valid email address is required in order to create an account.

For more information about the exams listed above or for assistance in preparing for an exam, contact the [Adult Literacy and Language Office](#).

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<http://lr.wnc.edu/studentservices/alal/exam.php>

IMPORTANT TERMS/GLOSSARY

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A

Academic Probation

Status of a student who fails to maintain an overall grade point average of 2.0 or higher.

Accreditation

The process by which a private, non-governmental body evaluates an educational institution or program of study and formally recognizes it as having met certain predetermined criteria or standards. The process involves initial and periodic self-study and evaluation by peers.

Accreditation implies stimulation toward quality improvement beyond the minimum standards specified by the accrediting body. The essential purpose of the accreditation process is to provide a professional judgement as to the quality of the educational institution or program offered and to encourage continual improvement thereof.

Add

Change in registration to add a course after completion of initial registration in a semester.

Advanced Standing

Status of a student who submits a record of acceptable college credit from another university or college.

Articulation Agreement

An agreement between a community college and a four-year college regarding which courses will transfer from one school to the other.

Associate Degree

A lower division undergraduate degree normally representing about two years (60 semester or 90 quarter units) of college study or its equivalent in depth and quality of learning experience.

Audit

To take a course without credit or grade. A course which has been audited may not be applied toward a degree or certificate.

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B

Bachelor's Degree

An undergraduate degree normally representing about four years (120 semester or 180 quarter units) of college study, or its equivalent in depth and quality of learning experience.

Blended Class

Class delivered primarily over the Internet but with regularly required face-to-face meetings (ie: labs, etc.)

Bona Fide Resident

An independent person who has continuous physical presence in the state of Nevada for a minimum of 12 consecutive months, who has no ties to any other state, and who has the intent to permanently reside in the state of Nevada. For a dependent person, the family, spouse or legal guardian must have continuous physical presence in Nevada as described above.

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C

Canvas

WNC's online learning management system.

Certificate or Certificate of Achievement

An award made for satisfactory completion of a certain level of skill in an occupational curriculum.

Certification and Licensing Preparation

One of a variety of non-degree academic programs designed to prepare students for external certification or licensing exams.

Core

Courses essential for each degree, program or certificate.

Corequisite

A requirement that must be met along with a particular course. Two or more courses that must be taken in the same term.

Course Numbering

All courses in the WNC catalog are assigned a number (i.e. ENG 101). How courses are numbered determines how the course will transfer to most four-year colleges and universities. See the [course transferability guidelines](#) for more information.

Credit

See unit. The numerical value received for completing a course.

Credit Hour

See unit hour.

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D

Date of Matriculation

The date of the first day of instruction in the semester or term of initial enrollment.

Degree

An academic title that signifies completion of a course of study.

Developmental Course

A college preparatory course with a number below 100; does not apply toward a WNC degree.

Distance Education

Educational opportunities delivered outside of a traditional classroom setting, using a variety of technologies (ie: interactive video, Internet, etc.)

Drop

Change in registration to eliminate a course after completion of initial registration in a semester.

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E

Elective

While students are required to take certain courses to fulfill their stated academic program, they can also choose, or "elect" to take others. These courses, which also apply towards graduation, are called "electives." Students do not have to limit course selection to their major. They may also enroll in classes that interest them .

Emphasis

The subject or field of study in which the student intends to specialize. Applies to those fields of study leading to a degree or certificate.

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F

Family

Natural or legal adoptive parent(s) of a dependent person, or if one parent has legal custody of a dependent person, that parent.

Flex Class

Academic course that has an established meeting time and location, while at the same time it is broadcast live and recorded for viewing online.

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G

General Education

A group of classes in different subject areas that are required for a degree or certificate of achievement. These classes are distinct from a major or emphasis and are intended to ensure that all graduates possess a common core of college-level skills and knowledge.

General Education Course

A course that fulfills a general education requirement.

General Elective Course

A course that does not meet a program, major, emphasis or core requirement, but can be used to satisfy the total number of credits required to obtain a degree or certificate of achievement.

Good Standing

Status of a student who maintains an overall grade point average of 2.0 or higher.

GPA (Grade Point Average)

Number determined by dividing the sum of grade points earned by the number of credit hours attempted.

Grading System: Grade

A course that is taught on the standard letter/grade point grading system. [More Information](#)

Grading System: Non-Credit

A course that is offered for no credits and will not apply to a WNC degree or transfer to another college or educational institution. [More Information](#)

Grading System: Pass/Fail

A course that is taught on a Pass/Fail basis only. [More Information](#)

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I

Independent Study

A method to complete a course where a student and instructor determine arrangements for the student to complete required course materials, activities and assignments independently under the guidance of the instructor.

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L

Lecture Capture

A form of technology used to broadcast and record a class for live or viewing later.

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M

Major or Emphasis

The primary subject or field of study in which the student intends to specialize. Applies to those fields of study leading to a degree or certificate of achievement.

Major or Emphasis Course

A course that fulfills a requirement towards the student's chosen major or emphasis.

Mediasite

The software that the college uses to broadcast and record lecture capture classes

Minor

A secondary subject or field of study in which the student intends to specialize. Offered only for baccalaureate degree programs.

Minor Course

A course that fulfills a requirement toward a minor for a baccalaureate degree.

MyWNC

The college's online class registration and student information system.

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N

Non-transferable Course

A course that is acceptable for certain WNC degree and certificate programs but will not be accepted at the University of Nevada, Reno or the University of Nevada, Las Vegas. The course may be transferable to other colleges; the receiving institution makes the decision. These courses are indicated with a non-transferable course attribute in the myWNC course catalog.

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O

Occupational Course

A course that teaches a particular body of information and/or skill training to prepare for a job. Open Entry, Open Exit (OEOE)

Courses that involve individualized instruction that students may enroll in and complete at designated times during the semester.

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P

Parallel Course

A WNC course that is the same as one taught at another university or four-year college.

Prerequisite

The preliminary requirement which must be met before a certain course may be taken.

Probation

A period during which a student whose academic performance is not satisfactory is allowed an opportunity to improve and bring performance up to an acceptable level.

Program

A systematic, usually sequential, grouping of courses forming a considerable part or all of the requirements for a degree or credential.

Program Elective

A course that fulfills a listed program elective requirement in a student's emphasis or major.

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R

Registration

Before the beginning of each semester, students must sign up, or register, for classes and pay fees. Class registration is completed using [myWNC](http://myWNC.my.wnc.edu) (my.wnc.edu)

Repeating Courses

A student has the right to repeat any course and have only the highest grade counted as part of his/her total grade point average. Students will not receive duplicate credit for repeated courses unless the course is approved to be repeated.

Resident

A student who has been determined to be a bona fide resident and who is not assessed out of state tuition.

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S

Semester

WNC operates on a semester schedule. The school year is divided into two equal semesters (fall and spring), and there is an additional, shorter summer term. The fall semester usually begins late in August and the spring semester usually begins in January.

Special Topics

Courses designated as special topic courses are courses that can be taught on a variety of topics, which can differ for each class. The course topic will not appear on a transcript.

Specialization

A defined set of courses within certain academic degree programs or emphases that students may select, to provide a more specific focus.

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T

Transcript

The permanent academic record of a student, listing each course taken and final grade received.

Transfer Programs

A program of study similar to a degree program that does not carry a degree, but is designed to facilitate the transfer of credits to another school's degree program.

Transferable Course

A WNC course that will be accepted at a four-year college or university as comparable or equivalent to a course offered there. Some WNC courses may be transferable to some schools but not to others. The receiving institution makes the decision.

Tuition

A charge assessed to out-of-state students in addition to registration fees or other fees assessed to all students.

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U

Unit

Formerly referred to as a credit, the numerical value received for completing a course.

Unit Hour

40-45 hours of student involvement (class time plus outside assignments) for each college unit taken.

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W

Web Education

Classes delivered over the Internet that may require one or more scheduled meetings, either online or face-to-face.

Web Enhanced Class

Regular face-to-face class that uses an Internet component to expand the course experience.

Withdrawal

The act of officially leaving WNC. Students may drop individual courses without leaving the college.

GENERAL EDUCATION LEARNING OUTCOMES

General education provides the opportunity to further many of the institutional student learning outcomes by providing specific objectives that students are expected to demonstrate upon the completion of degrees.

The mission of general education at WNC is to provide students who complete degrees and certificates with critical life skills that will benefit them in their personal and professional endeavors.

1. Demonstrate working knowledge of key concepts, principles, themes, and major content areas needed to explain and solve discipline-specific problems.
2. Present substantially error-free prose suitable in style and content to the purpose of the document and the audience.
3. Present accurate calculations and symbolic operations, and explain how such calculations and operations are used in either the specific field of study or in interpreting information in other fields.
4. Locate, evaluate, and appropriately use information from multiple resources to complete projects, activities, and papers.
5. Describe diverse historical and/or contemporary positions on selected democratic values or practices.
6. Use critical thinking and appropriate problem solving methods to address significant or enduring problems.

For additional information, please contact:

General Education Phone: 775-445-3000
Western Nevada College
2201 West College Parkway
Carson City, NV 89703

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http://lr.wnc.edu/academics/general_education/

Divisions

The following are the academic divisions of WNC. Additional information about disciplines and academic programs of study can be found on each individual division web page.

Career and Technical Education

- [Accounting \(ACC\)](#)
- [Agricultural Science \(AGSC\)](#)
- [Applied Industrial Technology \(AIT\)](#)
- [Automotive Auto Body \(AUTB\)](#)
- [Automotive Mechanics \(AUTO\)](#)
- [Building Inspection \(BI\)](#)
- [Business \(BUS\)](#)
- [CISCO Technology \(CSCO\)](#)
- [Civil Engineering \(CEE\)](#)
- [Computer Aided Drafting \(CADD\)](#)
- [Computer Information Technology \(CIT\)](#)
- [Construction \(CONS\)](#)
- [Construction Management \(CEM\)](#)
- [Counseling and Educational Psychology \(CEP\)](#)
- [Counseling and Personal Development \(CPD\)](#)
- [Criminal Justice \(CRJ\)](#)
- [Deaf Studies \(AM\)](#)
- [Drafting \(DFT\)](#)
- [Early Childhood Education \(ECE\)](#)
- [Economics \(ECON\)](#)
- [Education \(EDU\)](#)
- [Educational Professional Development \(EPD\)](#)
- [Electrical Theory \(ELM\)](#)
- [Electronics Technology \(ET\)](#)
- [Energy \(ENRG\)](#)
- [Entrepreneurship \(ENT\)](#)
- [Finance \(FIN\)](#)
- [Graphic Communications \(GRC\)](#)
- [Human Development & Family Studies \(HDFS\)](#)
- [Informatics \(INF\)](#)
- [Information Systems \(IS\)](#)
- [Machine Tool Technology \(MTT\)](#)
- [Management \(MGT\)](#)
- [Marketing \(MKT\)](#)
- [Mechanical Technology \(MT\)](#)
- [Real Estate \(RE\)](#)
- [Recreation & Physical Education \(PEX\)](#)
- [Surveying \(SUR\)](#)
- [Welding \(WELD\)](#)

Liberal Arts

- [Anthropology \(ANTH\)](#)
- [Arabic \(ARA\)](#)
- [Art \(ART\)](#)
- [Astronomy \(AST\)](#)
- [Atmospheric Sciences \(ATMS\)](#)
- [Biology \(BIOL\)](#)
- [Chemistry \(CHEM\)](#)
- [Chinese \(CHI\)](#)
- [Communication \(COM\)](#)
- [Computer Engineering \(CPE\)](#)
- [Computer Science \(CS\)](#)
- [Core Humanities \(CH\)](#)
- [Crafts \(CR\)](#)
- [Dance \(DAN\)](#)
- [Educational Psychology \(EPY\)](#)
- [Electrical Engineering \(EE\)](#)
- [Engineering \(ENGR\)](#)

- English (ENG)
- Environmental Studies (ENV)
- French (FREN)
- Geographic Information Systems (GIS)
- Geography (GEOG)
- Geology (GEOL)
- German (GER)
- History (HIST)
- Holocaust, Genocide and Peace Studies (HGPS)
- Humanities (HUM)
- Italian (ITAL)
- Japanese (JPN)
- Journalism (JOUR)
- Mathematics (MATH)
- Mechanical Engineering (ME)
- Music (MUS)
- Music: Applied (MUSA)
- Music: Ensemble (MUSE)
- Natural Resources (NRES)
- Nutrition (NUTR)
- Philosophy (PHIL)
- Physics (PHYS)
- Political Science (PSC)
- Psychology (PSY)
- Reading (READ)
- Russian (RUS)
- Social Work (SW)
- Sociology (SOC)
- Spanish (SPAN)
- Statistics (STAT)
- Theatre (THTR)

Nursing and Allied Health

- Community Health Sciences (CHS)
- Emergency Medical Services (EMS)
- Laboratory Technician (LTE)
- Nursing (NURS)

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Transfer Degree Information

The Associate of Arts, Associate of Business and Associate of Science degrees are for students who plan to transfer from WNC to a four-year college or university to pursue a baccalaureate degree in liberal arts, sciences, business, humanities, math or related areas. Every year, large numbers of WNC students successfully transfer to other schools. Each school has its own specific requirements and recommended electives for its various emphases.

Community college students who plan to transfer to the University of Nevada, Reno, University of Nevada, Las Vegas or Nevada State College and who did not complete the university entrance requirements in high school, must complete a minimum of 24 transferable units with a minimum 2.5 grade point average. Students who earn an Associate of Arts or Associate of Science degree will be admitted to an NSHE university or state college regardless of their grade point average.

Associate of Arts (AA)

The Associate of Arts degree is primarily for students planning to transfer with junior standing to a four-year college or university for a baccalaureate degree.

Associate of Business (AB)

WNC's Associate of Business Degree

Associate of Science (AS)

The Associate of Science degrees are primarily for the student who plans to transfer from WNC to a four-year college or university to pursue a baccalaureate degree in sciences, math or related areas.

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http://lr.wnc.edu/academics/degrees/transfer_degrees/

Associate of Arts Degree

A Transfer Degree

The Associate of Arts degree is primarily for students planning to transfer with junior standing to a four-year college or university for a baccalaureate degree. Satisfactory completion of an AA degree guarantees completion of the lower division general education requirements at UNR, UNLV or NSC. Students intending to transfer to other schools should see a counselor or follow the catalog of the transfer school.

Courses with a number under 100 (such as ENG 95) are not applicable toward the Associate of Arts degree. All courses to be counted toward this degree must be university transferable.

Courses that are not transferable to an NSHE institution do not apply toward an Associate of Arts degree and are indicated with a non-transferable course attribute in the course catalog.

A maximum of six units of special topics classes in one subject area may apply toward any WNC degree.

Note: See a WNC counselor for the most up-to-date information regarding UNR and other university transfer requirements.

Requirements: A minimum of 60 total credits chosen from the following categories:

Program Requirements

The Associate of Arts Degree is designed so students may tailor it to meet degree requirements for a variety of majors at transfer institutions.

Transfer Requirements or General Electives: 25–30 (Credits)

Students should utilize this area to take courses that meet requirements for their major at their intended transfer school. Those who have not yet selected a major may choose from among any university transferable courses to explore their options. Students planning to transfer to the University of Nevada, Reno should obtain a transfer handout from WNC Counseling Services or the UNR Transfer Center.

General Education Requirements

English/Communications Requirement: 6–8 Units (Credits)

- English: [100](#) or [101](#), [102](#)

Fine Arts Requirement: 3 Units (Credits)

- Art: [100](#), [101*](#), [160](#), [260](#), [261](#)
- Dance: [101](#)
- Humanities: [101](#)
- Music: [121](#), [124](#), [125](#)
- Music: Ensemble: [101*](#)
- Theatre: [100](#), [105*](#), [180](#)

* Course may not meet the fine arts requirement at all universities. Please see a counselor.

Humanities Requirement: 6 Units (Credits)

UNR transfer students, include at least one of the following courses: CH201, CH202, HIST105, HIST106, PHIL200, PHIL207

- Core Humanities: [201](#), [202](#)
- English: [200](#), [223](#), [266](#), [267](#), [271](#)
- History: [105](#), [106](#), [247](#)
- Philosophy: [101](#), [135](#), [200](#), [203](#), [204](#), [207](#), [210](#)

Mathematics Requirement: 3 Units (Credits)

- Mathematics: [120](#), [126](#), [127](#), [128](#), [176](#), [181](#), [182](#)
- Statistics: [152](#)

Science Requirement: 6 Units (Credits)

- Anthropology: [102](#), [110L](#)
- Astronomy: [109](#), [110](#), [120](#)
- Atmospheric Sciences: [117](#)
- Biology: [100](#), [113](#), [190](#) & [190L](#), [191](#) & [191L](#), [200](#)
- Chemistry: [100](#), [121*](#), [122](#)
- Environmental Studies: [100](#), [101](#)
- Geography: [103](#), [104](#)

- Geology: [100](#), [101](#), [102](#), [103](#), [105](#), [127](#), [201](#)
 - Nutrition: [121](#)
 - Physics: [100](#), [151](#), [152](#), [180](#) & [180L](#), [181](#) & [181L](#), [182](#) & [182L](#)
- * Completion of CHEM121, BIOL 223 and BIOL224, and BIOL251 fulfills the science general education requirement.

Social Sciences Requirement: 3 Units (Credits)

- Anthropology: [101](#), [201](#), [202](#), [212](#), [215](#)
- Core Humanities: [203](#)
- Criminal Justice: [101](#), [102](#)
- Economics: [100](#), [102](#), [103](#)
- Geography: [106](#), [200](#)
- History: [101](#), [102](#), [111](#), [217](#)
- Political Science: [103](#), [208](#), [231](#)
- Psychology: [101](#), [102](#), [233](#), [234](#), [240](#), [261](#)
- Sociology: [101](#), [205](#), [261](#), [275](#)

U.S. and Nevada Constitution Requirements: 3 or 6 Units (Credits)

- Core Humanities: [203](#)
- History: [111](#)*
- History: [101](#)* & [102](#)*
- History: [101](#)* & [217](#)*
- Political Science: [103](#)*
- History and Political Science Combination ([History 101](#)* and [Political Science 208](#)*)

* These courses will not fulfill UNR's CH203 requirement if taken after the student has been admitted and enrolled at UNR.

Associate of Business

Associate of Business Degree

Requirements: A minimum of 60 total credits chosen from the following categories:

Program Requirements

- Accounting: [201](#), [202](#)
- Economics: [102](#), [103](#), [261](#), [262](#)
- Information Systems: [101](#)
- Marketing: [210](#)
- Mathematics: [176](#)

(Mathematics Requirement: 3 Units (Credits))

Note: If a student does not meet the prerequisite for MATH 176, MATH 126 may be used as a degree elective and should be taken in the first semester.

Transfer Requirements or General Electives: 9 units

Students should take courses that meet requirements for their major at their intended transfer school. Students planning to transfer to the University of Nevada Reno, should obtain a transfer handout from WNC Counseling Services or the UNR Transfer Center.

Recommended: BUS 101. For UNR transfer: COM101 or COM113, and two courses from Anthropology 101, Political Science 231, Psychology 101 or Sociology 101.

General Education Requirements

English/Communications Requirement: 6 Units (Credits)

- English: [101](#), [102](#)

Fine Arts Requirement: 3 Units (Credits)

- Art: [100](#), [101*](#), [160](#), [260](#), [261](#)
- Dance: [101](#)
- Humanities: [101](#)
- Music: [121](#), [124](#), [125](#)
- Music: Ensemble: [101*](#)
- Theatre: [100](#), [105*](#), [180](#)

Course may not meet the fine arts requirement at all universities. Please see a counselor.

Humanities Requirement: 6 Units (Credits)

- Core Humanities: [201](#), [202](#)
- English: [200](#), [223](#), [266](#), [267](#), [271](#)
- History: [105](#), [106](#), [247](#)
- Philosophy: [101](#), [135](#), [200](#), [203](#), [204](#), [207](#), [210](#)

UNR Transfer students: Include as least one of the following courses: CH201, CH202, HIST105, HIST106, PHIL200, PHIL207

Science Requirement: 6 Units (Credits)

One lab science course recommended.

- Anthropology: [102](#), [110L](#)
- Astronomy: [109](#), [110](#), [120](#)
- Atmospheric Sciences: [117](#)
- Biology: [100](#), [113](#), [190](#) & [190L](#), [191](#) & [191L](#), [200](#)
- Chemistry: [100](#), [121](#), [122](#)
- Environmental Studies: [100](#), [101](#)
- Geography: [103](#), [104](#)
- Geology: [100](#), [101](#), [102](#), [103](#), [105](#), [127](#), [201](#)
- Nutrition: [121](#)
- Physics: [100](#), [151](#), [152](#), [180](#) & [180L](#), [181](#) & [181L](#), [182](#) & [182L](#)

Note: Completion of CHEM121, BIOL223 and BIOL224, and BIOL251 fulfills the science general education requirement.

U.S. and Nevada Constitution Requirements – 3 units.

Must meet both requirements

- Core Humanities: [203](#)

- History: [111](#)
- Political Science: [103](#)

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<http://lr.wnc.edu/academics/degrees/ab/>

Associate of Science Degree

A Transfer Degree

The Associate of Science degree is designed to help students use the methods of observation, special analysis and logic by which we understand the mathematical, biological and physical nature of the world. The AS degree allows early choices for those planning a professional life in mathematics, science, engineering, medicine or agriculture.

The AS degree is primarily for the student who plans to transfer with junior standing to a four-year college or university for a baccalaureate degree. Satisfactory completion of an AS degree guarantees completion of the lower division general education requirements at UNR, UNLV or NSC. Students intending to transfer to other schools should see a counselor or follow the catalog of the transfer school.

Courses with a number under 100 (such as ENG 95) are not applicable toward this degree. All courses counted toward this degree must be university transferable. Courses that are not transferable to an NSHE institution do not apply toward an AS degree and are indicated with a non-transferable course attribute in the myWNC course catalog.

A maximum of six units of special topics classes in one subject area may apply toward any WNC degree.

Note: See a WNC counselor for the most up-to-date information regarding UNR and other university transfer requirements.

Requirements: A minimum of 60 total credits chosen from the following categories:

Program Requirements

Completion of the Associate of Science program requirements, fulfills the respective mathematics and science general education requirements.

Science Requirement: 12 Units (Credits)

Choose a minimum of eight units from Group A.

Group A

- Anthropology: [102](#) & [110L](#)
- Biology: [190](#) & [190L](#), [191](#) & [191L](#), [251](#)
- Chemistry: [121](#), [122](#)
- Geography: 103 and 104, or [121](#)
- Geology: [101](#), [102](#), [103](#)
- Physics: [151](#), [152](#), [180](#) & [180L](#), [181](#) & [181L](#), [182](#) & [182L](#)

Group B

- Astronomy: [109](#), [110](#), [120](#)
- Atmospheric Sciences: [117](#)
- Biology: [200](#), [223](#), [224](#)
- Chemistry: [220](#)
- Computer Engineering: [201](#)
- Computer Science: [135](#), [202](#)
- Engineering: [100](#)
- Geology: [105](#), [201](#)
- Mechanical Engineering: [241](#), [242](#)

Mathematics Requirement: 6 Units (Credits)

MATH 181 or higher required.

- Mathematics: [126](#), [127](#), [128](#), [176](#), [181](#), [182](#), [283](#), [285](#), [330](#)
- Statistics: [152](#)

Transfer Requirements and General Electives (16–21 units)

Students should utilize this area to take courses that meet requirements for their major at their intended transfer school. Those who have not yet selected a major may choose from among any university transferable courses to explore their options. Students planning to transfer to the University of Nevada, Reno should obtain a transfer handout from WNC Counseling Services or the UNR Transfer Center.

General Education Requirements

English/Communications Requirement: 6–8 Units (Credits)

- English: [100](#) or [101](#), [102](#)

Fine Arts Requirement: 3 Units (Credits)

- Art: 100, 101*, 160, 260, 261
- Dance: 101
- Humanities: 101
- Music: 121, 124, 125
- Music: Ensemble: 101*
- Theatre: 100, 105*, 180

* Course may not meet the fine arts requirement at all universities. Please see a counselor.

Humanities Requirement: 6 Units (Credits)

UNR students choose at least one of the following courses: CH 201, CH202, HIST105, HIST106, PHIL200, PHIL207

- Core Humanities: 201, 202
- English: 200, 223, 266, 267, 271
- History: 105, 106, 207, 247
- Philosophy: 101, 135, 200, 203, 204, 207, 210

Mathematics Requirement: See Program Requirements

Science Requirement: See Program Requirements

Social Sciences Requirement: 3 Units (Credits)

- Anthropology: 101, 201, 202, 212, 215
- Core Humanities: 203
- Criminal Justice: 101, 102
- Economics: 100, 102, 103
- Geography: 106, 200
- History: 101, 102, 111, 217
- Political Science: 103, 208, 231
- Psychology: 101, 102, 233, 234, 240, 261
- Sociology: 101, 205, 261, 275

U.S. and Nevada Constitution Requirements: 3 or 6 Units (Credits)

- Core Humanities: 203
- History: 111*
- History: 101* & 102*
- History: 101* & 217*
- Political Science: 103*
- History and Political Science Combination (History 101* & Political Science 208*)

* These courses will not fulfill UNR's CH 203 requirement if taken after the student has been admitted and enrolled at UNR.

Associate of General Studies Degree

The Degree to Meet a Variety of Needs

The Associate of General Studies has increasingly been utilized by students who intend to transfer to four-year colleges and universities. Although it was not designed for transfer, it can be used for this purpose if courses are selected carefully. The majority of the courses chosen should transfer to fulfill core and major requirements.

It is recommended that anyone planning to attend the University of Nevada, Reno complete ENG 101 and 102, MATH 120 or a higher level math, and science/social science courses that fulfill UNR's core curriculum requirements.

In some cases, courses may not transfer to other Nevada community colleges and Nevada State College or other colleges and universities. See a WNC counselor for the latest transfer information. Courses with a number under 100 (such as ENG 95) are not applicable toward an Associate of General Studies degree.

A maximum of six units of special topics classes in one subject area may apply toward any WNC degree.

Requirements: A minimum of 60 total credits chosen from the following categories:

English/Communications Requirement: 6 Units (Credits)

Must include a unit-credit writing course.

- Business: [107](#), [108](#)
- Communication: [101](#), [102](#), [113](#)
- Criminal Justice: [103](#)
- [English](#)
- Journalism: [201](#)
- [Reading](#)
- Writing Course ([Business 108](#), [English 100](#), [English 101](#), [English 102](#), [English 107](#) or any other 200 level English class)

Fine Arts and Humanities Requirements: 3 Units (Credits)

- [Deaf Studies](#)
- [Art](#)
- Core Humanities: [201](#), [202](#)
- [Crafts](#)
- Dance: [101](#)
- English: [190](#), [200](#), [223](#), [243](#), [250](#), [252](#), [267](#), [271](#), [282](#), [297](#)
- Foreign Languages
- [Graphic Communications](#)
- History: [105](#), [106](#), [207](#), [247](#)
- Humanities: [101](#)
- [Music](#)
- [Philosophy](#) (Except PHIL 102, 114)
- Theatre: [100](#), [105](#), [180](#)

Mathematics Requirement: 3 Units (Credits)

- Business: [109](#)
- Economics: [261](#), [262](#)
- [Mathematics](#)
- Psychology: [210](#)
- Sociology: [210](#)
- Statistics: [152](#)

Science Requirement: 3 Units (Credits)

- Anthropology: [102](#), [110L](#)
- Astronomy: [109](#), [110](#), [120](#)
- Atmospheric Sciences: [117](#)
- [Biology](#) (Except BIOL 208, 223, 224, 251)
- [Chemistry](#) (Except CHEM 220, 241, 241L, 242, 242L)
- [Environmental Studies](#)
- Geography: [103](#), [104](#)
- [Geology](#) (Except GEOL 111, 112, 113, 299)
- Natural Resources: [101](#)
- Nutrition: [121](#)
- [Physics](#) (Except PHYS 293)

Social Sciences Requirement: 3 Units (Credits)

- Anthropology: [101](#), [201](#), [202](#), [210](#), [212](#), [215](#)
- Core Humanities: [203](#)
- [Criminal Justice](#)
- Economics: [100](#), [102](#), [103](#)
- Geography: [106](#), [200](#)
- History: [101](#), [102](#), [111](#), [217](#), [295](#)
- [Political Science](#)
- [Psychology](#) (Except PSY 210)
- [Sociology](#) (Except SOC 210)

U.S. and Nevada Constitution Requirements: 3 or 6 Units (Credits)

- Core Humanities: [203](#)
- History: [111](#)
- History: [101](#) & [102](#)
- History: [101](#) & [217](#)
- Political Science: [103](#)
- History and Political Science Combination ([History 101](#) & [Political Science 208](#))

General Electives: 36 or 39 Units (Credits)

Students may choose from any occupational or general education courses to be used as electives for this degree. Some non-traditional credit approved by Admissions and Records may be applicable to satisfy course requirements for occupational degrees, while other such credits may be used as electives for the AGS and AAS degrees only. Students planning to transfer to the University of Nevada, Reno should use the UNR core curriculum guide to satisfy general education requirements.

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Bachelor of Applied Science

An Applied Baccalaureate Degree

The Bachelor of Applied Science degree in Construction Management offers students advanced technical and occupational skills in a formal educational route that will help them progress to supervisory positions within their field. It provides an opportunity for those who have completed an associate degree in an applied technology field to progress academically and earn a bachelor's degree. It also provides an avenue for those already working in a technical field to enroll in an applicable baccalaureate degree program that will enhance their core and business management skills and offer career advancement opportunities.

To learn more about the Bachelor of Applied Science degree program, please see a WNC counselor.

Courses with a number under 100 (such as ENG095) are not applicable toward a Bachelor of Applied Science degree at WNC.

Requirements: A minimum of 120 total credits chosen from the following categories:

Capstone: 9 Units (Credits)

- Communication: [412](#)
- Construction Management: [456](#)
- Management: [462](#), [469](#)

English/Communications Requirement: 9 Units (Credits)

- Communications ([BUS 107](#) or [COM 101](#), [COM 102](#), [COM 113](#), [COM 213](#))
- English ([ENG 100](#) or [ENG 101](#))
- English ([ENG 102](#))

Fine Arts Requirement: 3 Units (Credits)

- Art: [100](#), [101](#), [124](#), [160](#), [224](#), [260](#), [261](#)
- Dance: [101](#)
- Humanities: [101](#)
- Music: [111](#), [121](#), [124](#), [125](#), [134](#)
- Music: Ensemble: [101](#)
- Theatre: [100](#), [105](#), [180](#)

Humanities Requirement: 3 Units (Credits)

- Core Humanities: [201](#), [202](#)
- English: [200](#), [223](#), [243](#), [250](#), [261](#), [266](#), [267](#), [271](#), [275](#)
- History: [105](#), [106](#), [207](#), [247](#)
- Philosophy (Except PHIL 102, 114)

Mathematics and Science Requirement: 12 Units (Credits)

A minimum of 4 units in mathematics and 6 units in science.

Mathematics

- Mathematics: [126](#) & [127](#), [128*](#)
- Statistics: [152](#)

Science

- Chemistry: [100](#), [121](#)
- Environmental Studies: [100](#)
- Geology: [100](#), [101](#), [103](#)
- Physics: [100](#), [151](#), [180*](#)

* or higher

Social Sciences Requirement: 3 Units (Credits)

- Anthropology: [101](#), [201](#), [202](#), [210](#), [212](#), [215](#)
- Core Humanities: [203](#)
- Criminal Justice: [101](#), [102](#), [220](#), [230](#), [270](#)
- Geography: [106](#), [200](#)
- History: [101](#), [102](#), [111](#), [217](#), [295](#)
- Political Science: [103](#), [105](#), [108](#), [208](#), [231](#), [295](#), [299](#)
- [Psychology](#) (Except PSY 210)
- [Sociology](#) (Except SOC 210)

U.S. and Nevada Constitution Requirements: 3 Units (Credits)

Must meet both requirements.

- Core Humanities: [203](#)

- History and Political Science Combination (History 101 & Political Science 208)
- History: 111
- History: 101 & 217
- History: 101 & 102
- Political Science: 103

General Electives: 6 Units (credits)

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Construction Management

Bachelor of Applied Science

The Bachelor of Applied Science degree in Construction Management provides associate degree students, new students and skilled workers an educational route toward a career as a construction manager or supervisor. The 120-unit program combines knowledge in construction methods, planning and project management with business and supervisory skills. This program allows those who have completed an associate degree in construction technology to progress academically and earn a bachelor's degree. It also allows those already working in the construction field to enroll in an applicable baccalaureate degree program and expand career advancement possibilities. Students must meet with a counselor and be admitted into the program.

Salary: \$61,880–\$101,600 / year (Nevada)

Career Outlook: Above average growth; Changes in building technology and policies may increase the need for construction managers.

Good To Know: Construction managers will often work in a field office, on the construction site of buildings, roads or bridges. 57% are self-employed as general contractors.

Contact: Students must meet with a counselor and be admitted into the Construction Management program prior to enrolling in upper division courses.

Total Requirements: 120 Units (Credits)

Business and Management Core Requirements	12 Units (Credits)
<u>BUS 101</u> Introduction to Business	
<u>ACC 201</u> Financial Accounting	3
Choose 3 units of the following economics courses:	
<u>ECON 100</u> Introduction to Economics	3
<u>ECON 102</u> Principles of Microeconomics	3
<u>ECON 103</u> Principles of Macroeconomics	3
Choose 3 units of the following management courses:	
<u>MGT 323</u> Organizational Behavior and Interpersonal Behavior	3
<u>MGT 367</u> Human Resource Management	3
Program Requirements	63 Units (Credits)
<u>CADD 100</u> Introduction to Computer Aided Drafting	3
<u>CEM 100</u> Fundamentals of Construction Management	3
<u>CEM 330</u> Soils and Foundations for Construction	3
<u>CEM 350</u>	3
<u>CEM 432</u> Temporary Construction Structures	3
<u>CEM 451</u> Construction Estimating	3
<u>CEM 452</u> Construction Cost Control	3
<u>CEM 453</u> Construction Scheduling	3
<u>CEM 454</u> Heavy Construction Methods and Equipment	3
<u>CEM 455</u> Construction Management Practice	3
<u>CEM 485</u> Construction Law and Contracts	3
<u>CONS 108</u> Construction Materials and Methods	4
<u>CONS 109</u> Construction Materials and Methods II	4
<u>CONS 111</u> Commercial Building Codes	3
<u>CONS 118</u> Construction Contract Documents	2
<u>CONS 120</u> Blueprint Reading and Specification	3
<u>CONS 121</u> Principles of Construction Estimating	3
<u>CONS 205</u> Construction Site Safety	2
<u>CONS 281</u> Construction Planning Scheduling And Control	3
<u>CONS 451</u> Advanced Internship in Construction	3
<u>SUR 119</u> Construction Surveying	3
General Education Requirements	45 Units (Credits)
Capstone Courses	9
English/Communications	9
Fine Arts	3
Humanities	3
Mathematics and Science	12
a minimum of 4 units in mathematics and 6 units in science	
Social Sciences	3

**U.S. and Nevada Constitution
General Electives**

3

3

A list of all courses filling general education requirements for the Bachelor of Applied Science can be found on the [Bachelor of Applied Science](#) page.

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Associate of Applied Science Degree Information

A Career Degree

Students enrolled in any of these programs will benefit from "hands-on" laboratory experience within their major field. They will enter the job market with specific skills and knowledge useful for employment and advancement.

The Associate of Applied Science degree is designed for those students who desire a two-year course of study and training in an occupational and/or technological career field. Although the AAS degree is not designed to be a transfer program, some of the courses will transfer to four-year colleges or universities. Those students who wish to transfer to a four-year school should consult a WNC counselor. Coursework must total at least 60 units.

Courses with a number under 100 (such as ENG 95) are not applicable toward an Associate of Applied Science degree at WNC.

In some cases, courses which may apply toward a WNC degree may not transfer to UNR, UNLV, other Nevada community colleges, Nevada State College or to other colleges and universities. See a WNC counselor for the latest transfer information.

A maximum of six units of special topics classes in one subject area may apply toward any WNC degree.

To make decisions about specific emphases under the Associate of Applied Science degree, please refer to the academic programs pages or see a WNC counselor.

Note: All Associate of Applied Science degree and certificate programs require completion of appropriate courses in computation, communication and human relations. Additionally, introductory courses in all applied science and technology as well as all allied health programs include instruction in safety, industrial safety and environmental awareness, as appropriate.

Students with previous occupational or practical experience may be eligible to challenge certain course requirements and prerequisites.

Requirements: A minimum of 60 total credits chosen from the following categories:

English/Communications Requirements: 6 Units (Credits)

Must include a writing course.

- Business: [107](#), [108](#)
- Communication: [101](#), [102](#), [113](#)
- Criminal Justice: [103](#)
- [English](#)
- Journalism: [201](#)
- [Reading](#)
- Writing Course ([Business 108](#), [English 100](#), [English 101](#), [English 102](#), [English 107](#) or any other 200 level English course)

Human Relations Requirement: 3 Units (Credits)

- Anthropology: [101](#), [201](#)
- Business: [110](#), [287](#)
- Counseling and Personal Development: [117](#), [129](#)
- Criminal Justice: [270](#)
- Early Childhood Education: [121](#)
- Educational Psychology: [150](#)
- Human Development & Family Studies: [201](#), [202](#)
- Management: [201](#), [212](#), [283](#)
- [Psychology](#) (Except PSY 210)
- [Sociology](#) (Except SOC 210)

Humanities/Social Science Requirements: 3 Units (Credits)

Choose from either humanities or social science areas:

Humanities Area:

- Art: [100](#), [101*](#), [124](#), [160](#), [224](#), [260](#), [261](#)
- Core Humanities: [201](#), [202](#)
- Dance: [101](#)
- English: [200](#), [221](#), [223](#), [250](#), [261](#), [266](#), [267](#), [271](#), [275](#)

- History: [105](#), [106](#), [207](#), [247](#)
- Humanities: [101](#)
- Music: [111*](#), [121](#), [124](#), [125](#), [134](#)
- [Philosophy](#) (Except PHIL 102, 114)
- Theatre: [100](#), [105](#), [180](#)

* Course may not meet the fine arts requirements at all universities. Please see a counselor.

Social Sciences Area:

- Anthropology: [101](#), [201](#), [202](#), [210](#), [212](#), [215](#)
- Core Humanities: [203](#)
- Criminal Justice: [101](#), [102](#), [120](#), [215](#), [220](#), [225](#), [226](#), [230](#), [270](#)
- Economics: [100](#), [102](#), [103](#)
- Geography: [106](#), [200](#)
- History: [101](#), [102](#), [111](#), [217](#), [295](#)
- [Political Science](#)
- [Psychology](#) (Except PSY 210)
- [Sociology](#) (Except SOC 210)

Mathematics Requirement: 3 Units (Credits)

- Business: [109](#)
- Economics: [261](#), [262](#)
- [Mathematics](#)
- Psychology: [210](#)
- Sociology: [210](#)
- Statistics: [152](#)

Science Requirement: 3 Units (Credits)

- Anthropology: [102](#), [110L](#)
- Astronomy: [109](#), [110](#), [120](#)
- Atmospheric Sciences: [117](#)
- [Biology](#) (Except BIOL 208, 223, 224, 251)
- [Chemistry](#) (Except CHEM 220, 241, 241L, 242, 242L)
- [Environmental Studies](#)
- Geography: [103](#), [104](#)
- [Geology](#) (Except GEOL 111, 112, 113, 299)
- Natural Resources: [101](#)
- Nutrition: [121](#)
- [Physics](#) (Except PHYS 293)

U.S. and Nevada Constitution Requirements: 3 or 6 Units (Credits)

Must meet both requirements. Choose from the following:

- Core Humanities: [203](#)
- History: [101](#) & [217](#)
- History: [101](#) & [102](#)
- History: [111](#)
- Political Science: [103](#)
- History and Political Science Combination ([History 101](#) and [Political Science 208](#))

Program Requirements and General Electives

Number of units required may vary by emphasis.

Some units (credits) earned in non-traditional courses may be considered for elective credit and may require review in order to be applied to the AAS degree.

Business - General

Associate of Applied Science

The General Business degree provides knowledge and skills in the field of business. Students are encouraged to meet with a WNC counselor to identify programs which best suit their career goals.

Salary: Depends on size & type of organization.
\$37,990–\$50,510 / year (Nevada)

Career Outlook: Average growth, strong competition

Good To Know: Often includes hiring, training and supervising employees, although the increased use of computers may require managers to handle professional tasks with fewer employees

Total Requirements: 60 Units (Credits)

Core Business Requirements	24 Units (Credits)
<u>BUS 101</u> Introduction to Business	3
<u>BUS 273</u> Business Law I	3
<u>BUS 299</u> Business Capstone	3
<u>ECON 102</u> Principles of Microeconomics	3
<u>ECON 103</u> Principles of Macroeconomics	3
<u>IS 101</u> Introduction to Information Systems	3
or <u>IS 201</u> Computer Applications	
<u>MGT 201</u> Principles of Management	3
<u>MKT 210</u> Marketing Principles	3
Accounting Requirements	6 Units (Credits)
<u>ACC 135</u> Bookkeeping I	3
& <u>ACC 201</u> Financial Accounting	3
or <u>ACC 201*</u> Financial Accounting	
& <u>ACC 202*</u> Managerial Accounting	
Business Electives: Choose 15 units from the following:	15 Units (Credits)
Must take at least 3 units in three different subject areas.	
Any Accounting, Business, Economics, Entrepreneurship, Finance, Management, Marketing or Real Estate Courses.	
General Education Requirements	15 Units (Credits)
English/Communications Requirements	6
Recommended: <u>BUS 107</u> , <u>BUS 108</u> OR <u>ENG 101*</u> , <u>ENG 102*</u> ; Must include a writing course	
Mathematics Requirement	3
Science Requirement	3
U.S. and Nevada Constitution Requirements	3

*Recommended for students who plan to enroll in a bachelor's degree program.

A list of all courses filling general education requirements for the Associate of Applied Science can be found on the [Associate of Applied Science](#) page.

This program can be completed entirely online.

Business - Accounting

Associate of Applied Science

The accounting degree has been designed to enable students to establish, maintain and manage both manual and automated accounting systems. Students can also develop the necessary competencies to create and analyze information for managerial decision-making situations. In addition to this degree program, students who intend to become full-charge bookkeepers will also need experience in the field.

Salary: \$28,770–\$45,150 / year (Nevada)

Career Outlook: Above Average Growth

Good To Know: Demand is increasing for bookkeepers and auditors as regulations become stricter. Opportunities often exist for temporary and part-time work.

Total Requirements: 60 Units (Credits)

Core Business Requirements **30 Units
(Credits)**

<u>ACC 201</u>	Financial Accounting	3
<u>ACC 202</u>	Managerial Accounting	3
<u>BUS 101</u>	Introduction to Business	3
<u>BUS 273</u>	Business Law I	3
<u>BUS 299</u>	Business Capstone	3
<u>ECON 102</u>	Principles of Microeconomics	3
<u>ECON 103</u>	Principles of Macroeconomics	3
<u>IS 101</u>	Introduction to Information Systems	3
or <u>IS 201</u>	Computer Applications	
<u>MGT 201</u>	Principles of Management	3
<u>MKT 210</u>	Marketing Principles	3

Accounting Degree Requirements **6 Units
(Credits)**

<u>ACC 203</u>	Intermediate Accounting I	3
<u>ACC 220</u>	Microcomputer Accounting Systems	3
or <u>ACC 223</u>	Introduction to QuickBooks	

Accounting Electives: Choose 9 units from the following: **9 Units
(Credits)**

<u>ACC 105</u>	Taxation For Individuals	3
<u>ACC 180</u>	Payroll & Employee Benefit Accounting	3
<u>ACC 204</u>	Intermediate Accounting II	3
<u>ACC 220</u>	Microcomputer Accounting Systems	3
<u>ACC 223</u>	Introduction to QuickBooks	3
<u>ACC 261</u>	Governmental Accounting	3
<u>ACC 290</u>	Certified Bookkeeper Course	6
<u>ACC 295</u>	Work Experience I	3
COT262		3
<u>ECON 261*</u>	Principles of Statistics I	3
<u>ECON 262*</u>	Principles of Statistics II	3

Students should consult a counselor or instructor for information regarding the sequence of accounting courses.

General Education Requirements **15 Units
(Credits)**

English/Communications Requirement-must include a writing 6 course

BUS 107 and BUS 108
or ENG 101* and
ENG 102*

Mathematics Requirement 3

Science Requirement 3

U.S. and Nevada Constitution Requirement 3

Recommended for students who plan to transfer and enroll in a bachelor's degree program.

A list of all courses filling general education requirements for the Associate of Applied

Science can be found on the [Associate of Applied Science](#) page.
This program can be completed entirely online.

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Business - Management

Associate of Applied Science

The Management degree is designed to provide a foundation for employment in a variety of business/managerial positions.

Salary: \$37,990–\$50,510 / year (Nevada)

Career Outlook: Average growth

Good To Know: Managers work in almost every industry. The increase in use of computers may result in fewer people to manage, requiring managers to perform more professional duties.

Total Requirements: 60 Units (Credits)

Core Business Requirements		30 Units (Credits)
<u>ACC 201</u>	Financial Accounting	3
<u>ACC 202</u>	Managerial Accounting	3
<u>BUS 101</u>	Introduction to Business	3
<u>BUS 273</u>	Business Law I	3
<u>BUS 299</u>	Business Capstone	3
<u>ECON 102</u>	Principles of Microeconomics	3
<u>ECON 103</u>	Principles of Macroeconomics	3
<u>IS 101</u>	Introduction to Information Systems	3
or <u>IS 201</u>	Computer Applications	3
<u>MGT 201</u>	Principles of Management	3
<u>MKT 210</u>	Marketing Principles	3
Management Requirement		6 Units (Credits)
<u>MGT 235</u>	Organizational Behavior	3
<u>MGT 283</u>	Introduction to Human Resources Management	3
Management Electives		9 Units (Credits)
Choose 9 units from the following:		9
Any Business, Management or Marketing courses		9
* Recommended for students who plan to enroll in a bachelor's degree program		9
General Education Requirements		15 Units (Credits)
English/Communications Requirement		6
Recommended: <u>BUS 107</u> & <u>BUS 108</u> or <u>ENG 101</u> * and <u>ENG 102</u> *;		
Must include a writing course		
Mathematics Requirement		3
Science Requirement		3
U.S. and Nevada Constitution Requirements		3
A list of all courses filling general education requirements for the Associate of Applied Science can be found on the Associate of Applied Science page.		

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Criminal Justice - General

Associate of Applied Science

The general criminal justice degree is designed to ease the transfer process for the University of Nevada, Reno, the University of Nevada, Las Vegas, or any other four-year institution.

Salary: \$57,530–\$80,370 / year (Nevada)

Career Outlook: Average Growth

Good To Know: Society's emphasis on public safety and security may lead to new openings; jobs will be competitive because of low turnover rate.

Total Requirements: 60 Units (Credits)

Program Requirements	36 Units (Credits)
<u>CRJ 101</u> * Introduction to Criminal Justice I	3
<u>CRJ 102</u> * Introduction to Criminal Justice II	3
<u>CRJ 106</u> * Introduction to Corrections	3
<u>CRJ 164</u> Principles of Investigation	3
<u>CRJ 211</u> * Police in America	3
<u>CRJ 222</u> * Criminal Law and Procedure	3
<u>CRJ 225</u> Criminal Evidence	3
<u>CRJ 234</u> * Introduction to the Courts and American Legal System	3
<u>CRJ 270</u> Introduction to Criminology	3
Choose 9 units from the following:	
<u>ART 135</u> Photography I	3
<u>ART 141</u> Introduction to Digital Photography I	3
<u>BUS 107</u> Business Speech Communications	3
<u>COM 101</u> Oral Communications	3
<u>CPD 116</u> Substance Abuse-Fundamental Facts	3
<u>CPD 117</u> Introduction to Counseling	3
<u>CPD 129</u> Assertiveness Techniques I	1
<u>STAT 152</u> Introduction to Statistics	3
<u>SW 230</u> Crisis Intervention	3
Any CRJ Course	1-9
Any IS, COT, or CIT Course	1-6
Any Foreign Language	1-9
Any PSY or SOC	1-6
General Education Requirements	24 Units (Credits)
English/Communications Requirements	6
<u>ENG 101</u> & <u>ENG 102</u> Recommended	
Humanities Requirement: 3 Units (Credits)	3
Mathematics Requirement	3
Recommended MATH 120* or higher	
Science Requirement	3
U.S. and Nevada Constitution Requirements	3
General Electives	6

*Direct transfer to UNR and UNLV for CRJ major.

A list of all courses filling general education requirements for the Associate of Applied Science can be found on the [Associate of Applied Science](#) page.

Deaf Studies

Associate of Applied Science

The Deaf Studies degree will help students develop knowledge about American Sign Language, cultural impacts related to being deaf or hard of hearing, and the state of Nevada statutory regulations which govern interpreting.

Salary: \$38,790–\$50,930 / year (Nevada)

Career Outlook: Faster than average growth

Good To Know: Demand is expected to increase due in part to laws that require services to be made available to the deaf. Interpreters are needed in schools, public agencies and health care facilities.

Total Requirements: 60 Units (Credits)

Program Requirements **36 Units (Credits)**

AM 140 American Sign Language I / II 6

Students can take AM145 and AM146 in lieu of AM140 for slower paced coursework.

AM 141 American Sign Language III / IV 6

Students can take AM147 and AM148 in lieu of AM141 for slower paced coursework.

AM 149 American Sign Language V 4

AM 150 American Sign Language VI 4

AM 151 Fingerspelling I 1

AM 152 Fingerspelling II 1

AM 153 Deaf Culture 3

AM 154 Deaf History 3

AM 215 Conversational ASL 4

AM 216 Receptive ASL 4

General Education Requirements **24 Units (Credits)**

English/Communications Requirements 6

Must include a writing course.

Human Relations Requirement 3

Humanities/Social Science Requirement 3

Mathematics Requirement 3

Science Requirement 3

U.S. and Nevada Constitution Requirements 3

General Electives 3

THTR 105 Recommended

A list of all courses filling general education requirements for the Associate of Applied Science can be found on the [Associate of Applied Science](#) page.

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Graphic Communications

Associate of Applied Science

WNC's Graphic Communications program is designed for students who want quick access to career fields involving print design, web design, multimedia, digital video, and animation.

Salary: \$35,950–\$56,640 / year (Nevada)

Career Outlook: Above Average growth. Opportunity due to expansion of the Internet and need for web page design

Good To Know: Opportunities are highest for graphic designers with knowledge of website design and animation.

Total Requirements: 60 Units (Credits)

Program Requirements	42 Units (Credits)
<u>ART 100</u> Visual Foundations	3
<u>ART 101</u> Drawing I	3
<u>GRC 103</u> Introduction to Computer Graphics	3
<u>GRC 109</u> Color and Design	3
<u>GRC 144</u> Electronic Layout and Typography	3
<u>GRC 156</u> Design with Illustrator	3
<u>GRC 175</u> Web Design I	3
<u>GRC 179</u> Multimedia Design and Production I	3
<u>GRC 183</u> Design with Photoshop	3
<u>GRC 188</u> Web Animation I	3
<u>GRC 275</u> Web Design II	3
<u>GRC 283</u> Electronic Imaging II	3
<u>GRC 294</u> Professional Portfolio	3
Choose 3 units from the following:	
<u>ART 115</u> Beginning Clay Sculpture	3
<u>ART 124</u> Beginning Printmaking	3
<u>ART 127</u> Watercolor I	3
<u>ART 135</u> Photography I	3
<u>ART 141</u> Introduction to Digital Photography I	3
<u>ART 160</u> Art Appreciation	3
<u>ART 211</u> Ceramics I	3
<u>ART 216</u> Sculpture I	3
<u>ART 231</u> Painting I	3
<u>ART 245</u> Digital Media I	3
<u>ART 260</u> Survey Art History I	3
<u>ART 261</u> Survey of Art History II	3
General Education Requirements	18 Units (Credits)
English/Communications Requirement	6
Human Relations Requirement	3
PSY or SOC recommended	
Mathematics Requirements	3
Science Requirement	3
U.S. and Nevada Constitution Requirements	3

A list of all courses filling general education requirements for the Associate of Applied Science can be found on the [Associate of Applied Science](#) page.

Nursing

Associate of Applied Science

Increase in differential fees for nursing students

A differential fee will be instituted fall 2015 for students admitted into the nursing program. The fee will be \$60/credit for all nursing courses except for NURS 130. The fee will be in addition to the regular tuition fee charged at the college.

Program Details

WNC's Associate Degree Nursing Program is intended for students seeking careers as a registered nurse. The curriculum is sequenced and progresses in complexity. It integrates knowledge from the bio/social sciences, humanities, and is intended to prepare graduates to pass the national licensure examination (NCLEX-RN) and to function as registered nurses in diverse care settings. Upon completion of the Associate Degree Nursing Program, students will be awarded an Associate of Applied Science degree. Graduates are eligible to sit for the NCLEX-RN.

The nursing program is approved by the Nevada State Board of Nursing (NSBN) and is accredited by the Accreditation Commission for Education in Nursing, 3343 Peachtree Road NE, Suite 850, Atlanta, GA 30326, ph: 404-975-5000. Applicants are advised that eligibility for licensure may be affected by the existence of a criminal record, a history of alcohol or drug abuse, and mental or physical illness that may interfere with the practice of nursing. Applicants are encouraged to directly contact the NSBN at 1-775-687-7700 or 888-590-6726 should there be a concern regarding eligibility for licensure.

A limited number of qualified students are admitted as first semester students utilizing the selection criteria outlined below. The nursing program requires that pre-and co-requisite courses be completed with a grade of "C" or better (a C- or lower grade will not be accepted). Students admitted to the program are required to attend two mandatory orientation sessions (one full day each) scheduled for late spring or early summer, and just prior to the start of classes.

Academic Skills Testing

The Academic Skills Test for the 2016-17 selection criteria, for entrance into the nursing program for fall 2017, will be the Health Education Systems Incorporated (HESI) Admission Assessment examination. Students must complete the HESI exam at WNC during the spring 2017 semester to be considered for admission for the fall 2017 nursing program.

There will be no minimum score required on any areas of the HESI exam for the fall 2017 nursing program admission. Students will be given 0 - 4 points depending on their overall score.

Further information regarding the HESI exam and dates it will be offered will be posted by the end of fall 2016 semester.

Salary: \$67,400–\$93,380 / year (Nevada)

Career Outlook: High growth, especially in home health care & nursing homes

Good To Know: Hospital nurses tend to earn more than nurses in doctors' offices; may include working days, nights, weekends or holidays

Total Requirements: 71.5 Units (Credits)

Prerequisite Courses*

21 Units (Credits)

<u>BIOL 223*</u>	Human Anatomy and Physiology I	4
<u>BIOL 224*</u>	Human Anatomy and Physiology II	4
<u>ENG 101</u>	Composition I	3
<u>MATH 120</u>	Fundamentals of College Mathematics	3
or <u>MATH 126</u>	Precalculus I	
or higher MATH course		
<u>PSY 101</u>	General Psychology	3
Choose one (4 Units/Credits):		
<u>CHEM 121</u>	General Chemistry I	4
<u>BIOL 190</u>	Introduction to Cell and Molecular Biology	4
& <u>BIOL 190L</u>	Introduction to Cell and Molecular Biology Lab	

NOTE: Current CNA certification is required for admission into the nursing

program.

Successful completion of NURS 129 or NURS 130 will be accepted in lieu of current CNA certification if completed within five years of the date of application to the nursing program.

* BIOL 223 & BIOL 224 must be completed at the same college or university if not completed at an institution within the Nevada System of Higher Education. Science prerequisites must be completed no more than five years prior to the semester of application to the nursing program.

Note: Statute of Limitation for science courses is five years by the date of application to the nursing program.

Corequisite (Non-Nursing) Courses

	Units (Credits)
BIOL 251* General Microbiology	4
ENG 102* Composition II	3
U.S./Nevada Constitutions Course	3

(PSC 103, HIST 111, or CH 203 recommended)*

Note: Corequisite courses must be completed by the end of the fourth semester of the nursing program. See the Associate of Applied Science page for more information on courses fulfilling the general education requirement.

Completion of Chemistry 121 or Biology 190/190L, 223, 224 and 251 fulfills the science general education requirement for the Associate of Applied Science in Nursing.

First Year: Fall Semester Courses

	10 Units (Credits)
NURS 136 Foundations of Nursing Theory	3
NURS 137 Foundations of Nursing Laboratory	1
NURS 141 Foundations of Nursing Clinical	2
NURS 147 Health Assessment Theory	2
NURS 148 Health Assessment Laboratory	1
NURS 152 Foundations of Pharmacology in Nursing I	1

First Year: Spring Semester Courses

	11 Units (Credits)
NURS 149 Mental Health and Illness Theory	3
NURS 151 Mental Health and Illness Clinical	1
NURS 153 Foundations of Pharmacology in Nursing II	1
NURS 165 Medical Surgical Nursing I Theory	3
NURS 166 Medical Surgical Nursing I Laboratory	1
NURS 167 Medical Surgical Nursing I Clinical	2

Second Year: Fall Semester Courses**

	12 Units (Credits)
NURS 156 Foundations of Pharmacology in Nursing III	1
NURS 261 Nursing Care of the Family from Conception through Adolescence (Theory)	4
NURS 262 Nursing Care of Family from Conception to Adolescence 2 (Lab/Clinical)	2
NURS 270 Advanced Clinical Nursing I Theory	3
NURS 271 Advanced Clinical Nursing I Clinical	2

Second Year: Spring Semester**

	7.5 Units (Credits)
NURS 276 Advanced Medical Surgical Nursing II Theory	3
NURS 277 Advanced Medical Surgical Nursing II Clinical	2.5
NURS 284 Role of the ADN Manager of Care	2

Note: The sequence of some courses for the second year fall and spring semester may be altered. Completion of Biology 223, 224 and 251 fulfills the science general education requirement for the Associate of Applied Science in Nursing.

* Indicates corequisite. Corequisite courses must be completed by the end of the fourth semester of the nursing program.

This page may contain links that are not visible in a printed format. For complete information visit:
<http://lr.wnc.edu/academics/degrees/aas/nur/>

Technology - Automated Systems

Associate of Applied Science

The Automated Systems specialization of the AAS Technology Degree focuses on the integration of computers and electronic technologies to control industrial systems and machines. Courses include basic electronics, computer systems, wiring, and electrical controls, providing students with technical theory, and hands-on practice to install and maintain automated systems for a variety of industries.

Salary: \$51,320–\$71,850 / year (Nevada)

Career Outlook: Average growth

Good To Know: Offers broad career opportunities and room for advancement

Total Requirements: 60 Units (Credits)

Program Requirements **36 Units (Credits)**

<u>AIT 101</u>	Fundamentals of Applied Industrial Technology	4
<u>AIT 121</u>	Electrical Control Systems	1
<u>AIT 155</u>	Applied Industrial Technology Hands On Lab	3
<u>ET 104</u>	Fabrication and Soldering Techniques	3
<u>ET 131</u>	DC for Electronics	4
<u>ET 132</u>	AC for Electronics	4
<u>MT 115</u>	Applied Programmable Logic Controllers I	3

Program Electives (Choose 14 units from the following program electives)

<u>CADD 100</u>	Introduction to Computer Aided Drafting	3
<u>CADD 245</u>	Solid Modeling and Parametric Design	3
<u>CIT 161</u>	Essentials of Information Security	3
<u>DFT 110</u>	Blueprint Reading For Industry	3

Any AIT, ELM, ET or MT course

General Education Requirements **24 Units (Credits)**

English/Communications Requirement 6

Recommended: BUS 107; Must include a writing course.

Human Relations 3

Recommended: BUS 110

Humanities/Social Science Requirement 3

Mathematics Requirement 3

Science Requirement 3

U.S. and Nevada Constitution Requirement 3

General Elective 3

A list of all courses filling general education requirements for the Associate of Applied Science can be found on the [Associate of Applied Science](#) page.

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<http://lr.wnc.edu/academics/degrees/aas/aas-tech/>

Technology - Automotive Mechanics

Associate of Applied Science

The Automotive Mechanics program offers students an opportunity to acquire the necessary skills and technical theory for a successful career as an automotive mechanic. Individuals who are now employed in the automotive mechanics field will be able to upgrade their knowledge. Students obtaining this associate degree will have completed courses of a very technical nature, chosen to complement each other and provide breadth and depth of diagnostic and repair skill abilities necessary to work in a service facility.

Salary: \$29,990–\$50,960 / year (Nevada)

Career Outlook: Average growth

Good To Know: Mechanics can be certified in as many as eight service areas. Most jobs are at repair shops and auto dealerships.

Total Requirements: 60 Units (Credits)

Program Requirements	36 Units (Credits)
<u>AUTO 101</u> Introduction to General Mechanics	3
<u>AUTO 115</u> Auto Electricity & Electronics I	4
<u>AUTO 117</u> Advanced Auto Electronics	4
<u>AUTO 130</u> Engine Reconditioning	3
<u>AUTO 145</u> Automotive Brakes	4
<u>AUTO 155</u> Steering & Suspension	4
<u>AUTO 160</u> Auto Air Conditioning	3
<u>AUTO 210</u> Automatic Transmission & Transaxles I	3
<u>AUTO 225</u> Engine Performance I/Fuel & Ignition	4
<u>AUTO 227</u> Engine Performance II/Emission Control	4
<u>General Education Requirements</u>	24 Units (Credits)
English/Communications Requirements	6
Recommended: <u>BUS 107</u> & <u>BUS 108</u> ; Must include a writing course	
Human Relations Requirement	3
Recommended: <u>BUS 110</u>	
Humanities/Social Science Requirements	3
Mathematics Requirement	3
Recommended: <u>MATH 110</u>	
Science Requirement	6
U.S. and Nevada Constitution Requirements	3

A list of all courses filling general education requirements for the Associate of Applied Science can be found on the [Associate of Applied Science](#) page.

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<http://lr.wnc.edu/academics/degrees/aas/aut/>

Technology - Computer Information Technology

Associate of Applied Science

This technology degree is designed to prepare students to work in many different fields, supporting the technological systems, networks and programming efforts that drive society and the economy. The degree has been designed to provide students with options that will help fill the vital roles in today's connected and collaborative business environment. Courses within the degree provide the students with readily recognizable credentials that are portable to business, industry and further education.

The core curriculum is based on the recommendations of the Association for Computing Machinery/Special Interest Group Information Technology Education (ACM/ SIGITE). Students may 'specialize' in a specific area (programming, networking or systems administration) or customize their own course selection to meet personal educational and business related goals.

Salary: \$35,730–\$58,330,048 / year (Nevada)

Career Outlook: Much faster than average growth

Good To Know: Businesses and agencies are investing heavily in 'cyber-security,' and the increased use of computers increases the need for technicians to maintain network security.

Total Requirements: 60 Units (Credits)

Program Requirements

	36 Units (Credits)
<u>CIT 114</u> IT Essentials	4
<u>CIT 128</u> Introduction to Software Development	4
<u>CIT 161</u> Essentials of Information Security	3
<u>CIT 263</u> Introduction to IT Project Management	3
<u>INF 100</u> Introduction to Informatics I	3
Choose 19 units from the following:	
<u>CIT 129</u> Introduction to Programming	3
<u>CIT 130</u> Beginning Java	3
<u>CIT 133</u> Beginning C++	3
<u>CIT 173</u> Linux Installation and Configuration	3
<u>CIT 174</u> Linux System Administration	3
<u>CIT 180</u> Database Concepts and SQL	3
<u>CIT 211</u> Microsoft Networking I	4
<u>CIT 212</u> Microsoft Networking II	4
<u>CIT 213</u> Microsoft Networking III	4
<u>CIT 214</u> Microsoft Networking IV	4
<u>CIT 230</u> Advanced Java	3
<u>CIT 233</u> Advanced C++	3
<u>CIT 238</u> Introduction to Smartphone Application Development	3
<u>CSCO 120</u> CCNA Internetworking Fundamentals	4
<u>CSCO 121</u> CCNA Routing Protocols and Concepts	4
<u>CSCO 130</u> Fundamentals of Wireless LANs	4
<u>CSCO 220</u> CCNA LAN Switching and Wireless Fundamentals	4
<u>CSCO 221</u> CCNA WAN Fundamentals	4
<u>CSCO 230</u> Fundamentals of Network Security	4
<u>GRC 183</u> Design with Photoshop	3
<u>IS 101</u> Introduction to Information Systems	3
<u>IS 201</u> Computer Applications	3
<u>General Education Requirements</u>	24 Units (Credits)
	6
English/Communications Requirement: <u>ENG 101</u> and <u>ENG 107</u> Recommended. Must include a writing course	3
General Elective	3
Human Relations Requirement	3

Humanities/Social Science Requirement	3
Mathematics Requirement: <u>MATH 126</u> or Higher Recommended	3
Science Requirement	3
Science Requirement	3

U.S./Nevada Constitution

A list of all courses fulfilling the general education requirements of the Associate of Applied Science can be found on the AAS page.

Students interested in Networking should consider the following electives: CIT211, CIT173, CIT174, CSCO120, CSCO121, CSCO130, CSCO220, CSCO221, CSCO230

Students Interested in Programming should consider the following electives: CIT129, CIT130, CIT133, CIT238, CIT230, CIT233, GRC183

Students interested in System Administration should consider the following electives: CIT211, CIT212, CIT213, CIT214, CIT173, CIT174, CSCO130, CSCO230

A list of all courses filling general education requirements for the Associate of Applied Science can be found on the Associate of Applied Science page.

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<http://lr.wnc.edu/academics/degrees/aas/net/>

Technology - Construction

Associate of Applied Science

The Construction specialization of the AAS Technology degree provides industry-specific training that addresses topics of critical importance to subcontractors, general contractors, superintendents and project managers. Students will study contract administration, coordination, negotiation, quality control and the management of labor resources, equipment and materials.

Salary: \$28,180–\$53,160 / year (Nevada)

Career Outlook: Average growth

Good To Know: Changes in building technology may increase the need for construction personnel. Employment depends on economy and layoffs may occur during times of low construction activity.

Total Requirements: 60 Units (Credits)

Program Requirements	36 Units (Credits)
<u>CONS 111</u> Commercial Building Codes	3
<u>CONS 108</u> Construction Materials and Methods	4
<u>CADD 100</u> Introduction to Computer Aided Drafting	3
<u>CONS 118</u> Construction Contract Documents	3
<u>CONS 120</u> Blueprint Reading and Specification	3
<u>CONS 121</u> Principles of Construction Estimating	3
<u>CONS 205</u> Construction Site Safety	2
<u>CEM 100</u> Fundamentals of Construction Management	3
<u>CONS 281</u> Construction Planning Scheduling And Control	3
<u>CONS 290</u> Internship in Construction	3
<u>SUR 119</u> Construction Surveying	3
<u>CONS 109</u> Construction Materials and Methods II	4
<u>General Education Requirements</u>	24 Units (Credits)
English/Communications Requirement	6
Recommended: <u>BUS 107</u> , must include a writing course	
Human Relations Requirement	3
Recommended: <u>BUS 110</u>	
Humanities/Social Science Requirements	3
Mathematics Requirement	3
<u>MATH 126</u> or higher	
Science Requirement	3
U.S. and Nevada Constitution Requirements	3
General Elective	3

A list of all courses filling general education requirements for the Associate of Applied Science can be found on the [Associate of Applied Science](#) page.

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<http://lr.wnc.edu/academics/degrees/aas/cpm/>

Technology - General Industrial

Associate of Applied Science

The Associate of Applied Science Technology degree in General Industrial Technology is designed to develop skills and knowledge that can be applied in a variety of industries and facilities with a focus on installation, maintenance and management of technical, electrical, and mechanical systems. A broad base of study in electronics, fluid power, mechanical systems, machine tool, welding and wiring is offered. Hands-on practice and theoretical knowledge will prepare individuals for a variety of entry-level electrical/mechanical technician positions or technical support positions in the industrial, manufacturing, technology or commercial environments.

Salary: \$35,180–\$53,370 / year (Nevada)

Career Outlook: Above average growth

Good To Know: Leads to employment as a maintenance or industrial technician

Total Requirements: 60 Units (Credits)

Program Requirements	36 Units (Credits)
<u>AIT 101</u> Fundamentals of Applied Industrial Technology	4
<u>AIT 155</u> Applied Industrial Technology Hands On Lab	3
<u>DFT 110</u> Blueprint Reading For Industry	3
Any MTT courses	5
Any WELD courses	5
Choose at least 16 units from the following: AIT, CADD, ELM, ET, ENRG, IT, MTT, MT, WELD	16
General Education Requirements	24 Units (Credits)
English/Communications Requirements	6
Recommended: BUS107	
Must include a writing course	
Human Relations	3
Recommended: BUS 110	
Humanities/Social Science Requirement	3
Mathematics Requirement	3
Science Requirement	3
U.S. and Nevada Constitution Requirement	3
General Elective	3

A list of all courses filling general education requirements for the Associate of Applied Science can be found on the Associate of Applied Science page.

A list of all courses filling general education requirements for the Associate of Applied Science can be found on the [Associate of Applied Science](#) page.

Technology - Machine Tool

Associate of Applied Science

The Machine Tool specialization of the AAS Technology degree provides competency-based training for students who are interested in working in the machine trades field as a machinist, CNC programmer or machine operator. Hands-on learning is a focus of the courses students take in this industrial technology specialization.

Salary: \$28,330–\$47,090 / year (Nevada)

Career Outlook: Average growth. Jobs available due to difficulty finding skilled workers

Good To Know: Often work with computerized numerical control (CNC) machines

Total Requirements: 60 Units (Credits)

Program Requirements	36 Units (Credits)
<u>DFT 110</u> Blueprint Reading For Industry	3
<u>MTT 105</u> Machine Shop I	3
<u>MTT 106</u> Machine Shop Practice I	2
<u>MTT 110</u> Machine Shop II	3
<u>MTT 111</u> Machine Shop Practice II	2
<u>MTT 230</u> Computer Numerical Control I	4
<u>MTT 232</u> Computer Numerical Control II	4
<u>MTT 250</u> Machine Shop III	3
<u>MTT 251</u> Machine Shop Practice III	2
<u>MTT 260</u> Machine Shop IV	3
Program Electives (Choose 7 units of the following courses)	7 Units (Credits)
<u>AIT 101</u> Fundamentals of Applied Industrial Technology	4
<u>MTT 261</u> Machine Projects	1-6
<u>MTT 262</u> Machine Shop Practice IV	2
<u>MTT 292</u> Computer-Aided Manufacturing I	4
<u>MTT 293</u> Computer-Aided Manufacturing II	4
<u>MTT 295</u> Work Experience	1-6
Any MTT course	1-6
Related WELD or other technical/trade course	1-6
<u>General Education Requirements</u>	24 Units (Credits)
English/Communications Requirements	6
Recommended: BUS107	
Must include a writing course	
Human Relations Course	3
Recommended: <u>BUS 110</u>	
Humanities/Social Science Requirements	3
Mathematics Requirement	3
Recommended: <u>MATH 110</u>	
Science Requirements	3
U.S. and Nevada Constitution Requirement	3
General Elective	3

A list of all courses filling general education requirements for the Associate of Applied Science can be found on the [Associate of Applied Science](#) page.

Technology - Welding

Associate of Applied Science

The welding specialization of the AAS Technology degree provides opportunities to practice and prepare for certification exams, and allows students to explore other industrial skills that are used in a variety of occupations and businesses.

Salary: \$26,840–\$36,650 / year (Nevada)

Career Outlook: Average growth

Good To Know: Certification required for many jobs. Most welding positions will be available in manufacturing facilities that produce or assemble metal parts or products.

Total Requirements: 60 Units (Credits)

Program Requirements	36 Units (Credits)
<u>DFT 110</u> Blueprint Reading For Industry	3
<u>WELD 211</u> Welding I	3
<u>WELD 212</u> Welding I Practice	2
<u>WELD 221</u> Welding II	3
<u>WELD 222</u> Welding II Practice	2
<u>WELD 231</u> Welding III	3
<u>WELD 232</u> Welding III Practice	2
<u>WELD 241</u> Welding IV	3
<u>WELD 242</u> Welding IV Practice	2
<u>WELD 250</u> Welding Certification Preparation	1-12
Choose 1-12 units from the following electives:	
<u>AIT 101</u> Fundamentals of Applied Industrial Technology	4
<u>ET 131</u> DC for Electronics	4
<u>ELM 143</u> Wiring Techniques	2
<u>MTT 105</u> Machine Shop I	3
<u>WELD 151</u> Metallurgy I	3
<u>WELD 224</u> Welding Projects	1-6
<u>WELD 290</u> Internship in Welding	1-4
WELD: Related Welding Courses	1-3
<u>General Education Requirements</u>	24 Units (Credits)
English/Communications Requirement	6
Recommended: BUS107	
Must include a writing course	
Human Relations Requirement	3
Recommended: <u>BUS 110</u>	
Humanities/Social Science Requirements	3
Mathematics Requirements	3
Science Requirements	3
U.S. and Nevada Constitution Requirements	3
General Elective	3

A list of all courses filling general education requirements for the Associate of Applied Science can be found on the [Associate of Applied Science](#) page.

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Certificates of Achievement Information

For those desiring a shorter course of study, WNC offers certificates of achievement in many occupational areas. Students enrolled in any of these programs will benefit from "hands-on" laboratory experience within their major field. They will enter the job market with specific skills and knowledge useful for employment and advancement.

30 units are required for any certificate of achievement, although the exact number of units required may differ with particular subject matter.

All certificates include general education requirements which can be fulfilled from the following list of courses.

Courses with a number under 100 (such as ENG 095) are not applicable toward a certificate of achievement at WNC.

In some cases, courses which may apply toward a WNC degree may not transfer to UNR, UNLV, other Nevada community colleges, Nevada State College or to other colleges and universities. See a WNC counselor for the latest transfer information.

[View Gainful Employment information for WNC certificates.](#)

Requirements: A minimum of 30 total credits chosen from the following categories:

English/Communications Requirement: 3–6 Units (Credits)

Must include a writing course

- Business: [107](#), [108](#)
- Communication: [101](#), [102](#), [113](#)
- Criminal Justice: [103](#)
- [English](#)
- Journalism: [201](#)
- [Reading](#)
- Writing Course ([Business 108](#), [English 100](#), [English 101](#), [English 102](#), [English 107](#) or any other 200 level English class)

Human Relations Requirement: 1–3 Units (Credits)

- Anthropology: [101](#), [201](#)
- Business: [110](#)
- Counseling and Personal Development: [117](#), [129](#)
- Criminal Justice: [270](#)
- Early Childhood Education: [121](#)
- Educational Psychology: [150](#)
- Human Development & Family Studies: [201](#), [202](#)
- Management: [201](#), [212](#), [283](#)
- [Psychology](#) (Except PSY 210)
- [Sociology](#) (Except SOC 210)

Mathematics Requirement: 3 Units (Credits)

- Business: [109](#)
- Economics: [261](#), [262](#)
- [Mathematics](#)
- Psychology: [210](#)
- Sociology: [210](#)
- Statistics: [152](#)

Program Requirements

A minimum of 30 units (credits) is required for any certificate of achievement, although the exact number of credits required may differ with particular subject matter.

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<http://lr.wnc.edu/academics/degrees/cp/>

American Sign Language

Certificate of Achievement

Student Learning Outcomes: The American Sign Language Certificate of Achievement is designed to develop skills in American Sign Language to provide students with a strong foundation to enter professions that provide services to the deaf or hard of hearing people.

Total Requirements: 30 Units (Credits)

Program Requirements	18 Units (Credits)
<u>AM 140</u> American Sign Language I / II	6
Students can take <u>AM 145</u> and <u>AM 146</u> (4 units each) in lieu of <u>AM 140</u> for slower paced coursework.	
<u>AM 141</u> American Sign Language III / IV	6
Students can take <u>AM 147</u> and <u>AM 148</u> (4 units each) in lieu of <u>AM 141</u> for slower paced coursework.	
<u>AM 151</u> Fingerspelling I	1
<u>AM 152</u> Fingerspelling II	1
Any other AM course(s)	4
<u>General Education Requirements</u>	12 Units (Credits)
English/Communications Requirements	6
Must include a writing course	
Human Relations Requirement	3
Mathematics Requirement	3
A list of all courses filling general education requirements for the Certificate of Achievement can be found on the <u>Certificate of Achievement</u> page.	
Note: <u>View Gainful Employment Information</u>	

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<http://lr.wnc.edu/academics/degrees/cp/asl/>

Automotive Mechanics

Certificate of Achievement

Automotive Technology National Certification: Following an extensive examination of its courses, instructors and facilities, Western has earned a certification from the National Automotive Technicians Education Foundation (NATEF).

Student Learning Outcomes: The Automotive Certificate of Achievement offers students an opportunity to acquire the necessary skills and technical theory for a successful career as an automotive mechanic. Individuals already employed in the automotive mechanics field will be able to upgrade their knowledge.

Total Requirements: 31 Units (Credits)

Program Requirements	19 Units (Credits)
<u>AUTO 101</u> Introduction to General Mechanics	3
<u>AUTO 115</u> Auto Electricity & Electronics I	4
<u>AUTO 145</u> Automotive Brakes	4
<u>AUTO 155</u> Steering & Suspension	4
<u>AUTO 225</u> Engine Performance I/Fuel & Ignition	4
General Education Requirements	12 Units (Credits)
English/Communications Requirements	6
Must include a writing course	
Human Relations Requirement	1
Recommended: <u>BUS 110</u>	
Mathematics Requirement	3
General Electives	2

A list of all courses filling general education requirements for the Certificate of Achievement can be found on the [Certificate of Achievement](#) page.

Note: [View Gainful Employment Information](#)

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<http://lr.wnc.edu/academics/degrees/cp/aut/>

Bookkeeping

Certificate of Achievement

The Bookkeeping Certificate of Achievement is designed for students who wish to enter the accounting profession as an accounting clerk or as an entry level bookkeeper.

It allows students to obtain credit for courses that will also apply toward the Associate of Applied Science in Business-Accounting.

Total Requirements: 33 Units (Credits)

Program Requirements	21 Units (Credits)
<u>ACC 135</u> Bookkeeping I	3
<u>ACC 201</u> Financial Accounting	3
<u>BUS 101</u> Introduction to Business	3
<u>IS 101</u> Introduction to Information Systems	3
OR IS201	
<u>MGT 201</u> Principles of Management	3
Choose 6 units from the following:	
<u>ACC 180</u> Payroll & Employee Benefit Accounting	3
<u>ACC 202</u> Managerial Accounting	3
<u>ACC 203</u> Intermediate Accounting I	3
<u>ACC 220</u> Microcomputer Accounting Systems	3
<u>ACC 223</u> Introduction to QuickBooks	3
<u>ACC 290</u> Certified Bookkeeper Course	6
General Education Requirements	9 Units (Credits)
English/Communications Requirements	6
Recommended: <u>BUS 107</u> , <u>BUS 108</u>	
Mathematics Requirement	3

A list of all courses filling general education requirements for the Certificate of Achievement can be found on the [Certificate of Achievement](#) page.

Note: [View Gainful Employment Information](#)

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Business

Certificate of Achievement

Student Learning Outcomes: The Business Certificate of Achievement provides students with knowledge and skills for employment in a wide variety of occupations in the field of business.

Total Requirements: 30 Units (Credits)

Program Requirements	21 Units (Credits)
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<u>ACC 135</u> Bookkeeping I	3
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or <u>ACC 201</u> * Financial Accounting	
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<u>BUS 101</u> Introduction to Business	3
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<u>IS 101</u> Introduction to Information Systems	3
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OR IS201	
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<u>MGT 201</u> Principles of Management	3
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<u>MKT 210</u> Marketing Principles	3
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Electives (Choose six units from the following)	6 Units (Credits)
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Any Accounting, Business, Economics, Entrepreneurship, Finance, Management, Marketing, or Real Estate Course

<u>General Education Requirements</u>	9 Units (Credits)
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English/Communications Requirement	6
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Recommended: BUS 107, BUS 108 OR ENG101*,ENG102*; must be a writing course

Mathematics Requirement	3
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*Recommended for students who plan to enroll in a bachelor's degree program.

A list of all courses filling general education requirements for the Certificate of Achievement can be found on the Certificate of Achievement page.

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Computer Technology - Network Support Technician

Certificate of Achievement

Salary: \$35,200–\$57,190 / year (Nevada)

Career Outlook: Growth will be much faster than average

Good To Know: WNC is a CISCO Regional Academy. Companies will continue to invest heavily in their computer systems because of productivity gains and investment returns.

Total Requirements: 33–35 Units (Credits)

Program Requirements	26 Units (Credits)
<u>CIT 161</u> Essentials of Information Security	3
<u>CIT 263</u> Introduction to IT Project Management	3
<u>CSCO 120</u> CCNA Internetworking Fundamentals	4
<u>CSCO 121</u> CCNA Routing Protocols and Concepts	4
<u>CSCO 130</u> Fundamentals of Wireless LANs	4
<u>CSCO 220</u> CCNA LAN Switching and Wireless Fundamentals	4
<u>CSCO 221</u> CCNA WAN Fundamentals	4
<u>General Education Requirements</u>	7–9 Units (Credits)
<u>English/Communications Requirements</u>	3
Must include a writing course	
<u>Human Relations Requirement</u>	1-3
<u>Mathematics Requirement</u>	3

A list of all courses filling general education requirements for the Certificate of Achievement can be found on the [Certificate of Achievement](#) page.

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Computer Technology - System Administration Technician

Certificate of Achievement

Salary: \$35,200–\$57,190 / year (Nevada)

Career Outlook: Faster than average growth

Good To Know: Administrators design, install and support networks. Major employers include systems design firms, business management companies, colleges/universities, and government agencies.

Total Requirements: 33–35 Units (Credits)

Program Requirements	26 Units (Credits)
<u>CIT 161</u> Essentials of Information Security	3
<u>CIT 211</u> Microsoft Networking I	4
<u>CIT 212</u> Microsoft Networking II	4
<u>CIT 213</u> Microsoft Networking III	4
<u>CIT 214</u> Microsoft Networking IV	4
<u>CIT 215</u> Microsoft Networking V	3-4
or <u>CIT 165</u> Introduction to Convergence	
or <u>ET 155</u> Home Technology Convergence	
<u>CIT 263</u> Introduction to IT Project Management	3
General Education Requirements	7–9 Units (Credits)
English/Communications Requirements	3
Must include a writing course	
Human Relations Requirement	1-3
Mathematics Requirement	3

A list of all courses filling general education requirements for the Certificate of Achievement can be found on the [Certificate of Achievement](#) page.

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Criminal Justice - General

Certificate of Achievement

Total Requirements: 30 Units (Credits)

Program Requirements	24 Units (Credits)
<u>CRJ 101</u> Introduction to Criminal Justice I	3
<u>CRJ 102</u> Introduction to Criminal Justice II	3
<u>CRJ 103</u> Communication Within the Criminal Justice Field	3
<u>CRJ 164</u> Principles of Investigation	3
<u>CRJ 106</u> Introduction to Corrections or <u>CRJ 211</u>	
<u>CRJ 222</u> Criminal Law and Procedure	3
<u>CRJ 225</u> Criminal Evidence	3
<u>CRJ 270</u> Introduction to Criminology	3
<u>General Education Requirements</u>	6 Units (Credits)
English Requirement: Must be a writing course	3
Mathematics Requirement	3

A list of all courses filling general education requirements for the Certificate of Achievement can be found on the [Certificate of Achievement](#) page.

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<http://lr.wnc.edu/academics/degrees/cp/cp-crj/>

Early Childhood Education

Certificate of Achievement

Salary: \$24,180–\$50,520 / year (Nevada)

Career Outlook: Slightly faster than average growth

Good To Know: Variable work hours - full-time or part-time

Total Requirements: 30 Units (Credits)

Program Requirements	21 Units (Credits)
<u>ECE 121</u> Parent Care Relations	1
<u>ECE 122</u> Observation Skills	1
<u>ECE 129</u> Environment For Infant & Toddler	1
<u>ECE 204</u> Principles of Child Guidance	3
<u>ECE 231</u> Preschool Practicum: Early Childhood Lab	3
<u>ECE 250</u> Introduction to Early Childhood Education	3
<u>ECE 251</u> Curriculum in Early Childhood Education	3
<u>HDFS 201</u> Life Span Human Development	3

Choose 1-3 units from related courses in any of the following subject areas:

Early Childhood Education

Psychology

Human Development and Family Studies

General Education Requirements **9 Units (Credits)**

English/Communications Requirements 6

Recommended: BUS 108; Must include a writing course

Mathematics Requirement 3

Recommended: BUS 109

A list of all courses filling general education requirements for the Certificate of Achievement can be found on the Certificate of Achievement page.

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General Industrial

Certificate of Achievement

Student Learning Outcomes: The General Industrial Technology Certificate of Achievement is designed to develop skills and knowledge that can be applied in a variety of industries and facilities with a focus on installation, maintenance and management of technical, electrical and mechanical systems. Hands-on practice and theoretical knowledge will prepare individuals for a variety of entry-level electrical/mechanical technician positions or technical support positions in the industrial, manufacturing, technology or commercial environments. Students will be prepared to earn their Manufacturing Technical level 1 certification, endorsed by the National Association of Manufacturers.

Total Requirements: 30 Units (Credits)

Program Requirements	18 Units (Credits)
<u>AIT 101</u> Fundamentals of Applied Industrial Technology	4
Any Machine Tool Technology courses	5
Any Welding courses	5
Choose at least 4 units from:	
Applied industrial Technology	4
Electrical Theory	
Electronics Technology	
Energy	
Industrial Plant Mechanics	
Machine Tool Technology	
Mechanical Technology	
Welding	
<u>General Education Requirements</u>	12 Units (Credits)
English/Communications Requirement-must include a writing course	6
Must include a writing course. Recommended: BUS 107 and BUS 108, ENG 101 or ENG 107	
Human Relations Requirement	3
Recommended: BUS 110	
Mathematics Requirement	3
Recommended: <u>MATH 110</u>	
A list of all courses filling general education requirements for the Certificate of Achievement can be found on the <u>Certificate of Achievement</u> page.	

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Graphic Communications

Certificate of Achievement

Total Requirements: 30 Units (Credits)

Program Requirements	21 Units (Credits)
<u>ART 100</u> Visual Foundations	3
<u>GRC 103</u> Introduction to Computer Graphics	3
<u>GRC 109</u> Color and Design	3
<u>GRC 144</u> Electronic Layout and Typography	3
<u>GRC 156</u> Design with Illustrator	3
<u>GRC 175</u> Web Design I	3
<u>GRC 183</u> Design with Photoshop	3
General Education Requirements	9 Units (Credits)
English/Communications Requirements:	3
writing course required	
Human Relations Requirement:	3
PSY or SOC recommended	
Mathematics Requirement	3

A list of all courses filling general education requirements for the Certificate of Achievement can be found on the Certificate of Achievement page.

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Industrial Electronics

Certificate of Achievement

Subject Requirements	18 Units (Credits)
<u>AIT 101</u> Fundamentals of Applied Industrial Technology	4
<u>ET 104</u> Fabrication and Soldering Techniques	3
<u>ET 131</u> DC for Electronics	4
<u>MT 115</u> Applied Programmable Logic Controllers I	3
Choose as least four units from:	
<u>AIT 121</u> Electrical Control Systems	2
<u>AIT 155</u> Applied Industrial Technology Hands On Lab	1-4
<u>AIT 198</u> Special Topics in Applied Industrial Technology	1-4
<u>AIT 200</u> Applied Industrial Technology Projects	1-4
<u>ET 132</u> AC for Electronics	4
<u>ET 198</u> Special Topics in Electronics	1-4
<u>ET 200</u> Electronics Projects	1-4
<u>General Education Requirements</u>	12 Units (Credits)
English/Communications Requirement-must include a writing course. Recommended:	6
BUS107 and BUS 108, <u>ENG 101</u> , or <u>ENG 107</u>	
Human Relations Requirement. Recommended:	3
<u>BUS 110</u>	
Mathematics Requirement. Recommended:	3
<u>MATH 110</u>	
A list of all courses filling general education requirements for the Certificate of Achievement can be found on the <u>Certificate of Achievement</u> page.	

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Machine Tool Technology

Certificate of Achievement

Total Requirements: 30 Units (Credits)

Program Requirements	20 Units (Credits)
<u>DFT 110</u> Blueprint Reading For Industry	3
or <u>CONS 120</u> Blueprint Reading and Specification	
<u>MTT 105</u> Machine Shop I	3
<u>MTT 106</u> Machine Shop Practice I	2
<u>MTT 110</u> Machine Shop II	3
<u>MTT 111</u> Machine Shop Practice II	2
<u>MTT 230</u> Computer Numerical Control I	4
Related machine shop course	3
<u>General Education Requirements</u>	10 Units (Credits)
English/Communications Requirements	6
Recommended: <u>BUS 108</u> ; Must include a writing course	
Human Relations Requirement	1
Mathematics Requirements	3
<u>MATH 110</u> recommended	

A list of all courses filling general education requirements for the Certificate of Achievement can be found on the [Certificate of Achievement](#) page.

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Technology - Welding

Certificate of Achievement

Student Learning Outcomes: The Welding Certificate of Achievement provides students with opportunities to practice and prepare for welding certification examinations and the knowledge and skills for employment in welding and related careers.

Career Outlook: Slightly slower than average growth

Good To Know: Certification required for many jobs

Total Requirements: 30 Units (Credits)

Program Requirements	18 Units (Credits)
<u>WELD 211</u> Welding I	3
<u>WELD 212</u> Welding I Practice	2
<u>WELD 221</u> Welding II	3
<u>WELD 222</u> Welding II Practice	2
<u>WELD 250</u> Welding Certification Preparation	6
Welding Elective	2
General Education Requirements	12 Units (Credits)
English/Communications Requirements:	6
Must include a writing course	
Human Relations Requirement:	3
Recommended: <u>BUS 110</u>	
Mathematics Requirement	3

A list of all courses filling general education requirements for the Certificate of Achievement can be found on the [Certificate of Achievement](#) page.

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Certification & Licensing Preparation Information

Certification and licensing preparation programs are designed to prepare students to take state or other certified licensing exams. It is important to note that while these programs prepare students to obtain a certification, WNC does not grant these certifications.

Note: While these course programs are designed to prepare students to take a licensing exam, the completion of these courses does not include the actual licensing exam and successful completion of the courses does not guarantee receiving the license or certification.

Upon successful course completion (with a grade of C or better), WNC will issue a certificate of completion for the following courses of student, unless otherwise noted.

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Automotive Service Excellence

Certification and Licensing Preparation

The following classes prepare students for ASE Exams. Upon successful course completion, with a grade of C or better, WNC will issue a certificate of completion for the courses of study.

Brakes Technician	11 Units (Credits)
<u>AUTO 101</u> Introduction to General Mechanics	3
<u>AUTO 115</u> Auto Electricity & Electronics I	4
<u>AUTO 145</u> Automotive Brakes	4
Electrical Technician	11 Units (Credits)
<u>AUTO 101</u> Introduction to General Mechanics	3
<u>AUTO 115</u> Auto Electricity & Electronics I	4
<u>AUTO 117</u> Advanced Auto Electronics	4
Steering and Suspension Technician	11 Units (Credits)
<u>AUTO 101</u> Introduction to General Mechanics	3
<u>AUTO 115</u> Auto Electricity & Electronics I	4
<u>AUTO 155</u> Steering & Suspension	4
Engine Performance Technician	11 Units (Credits)
<u>AUTO 101</u> Introduction to General Mechanics	3
<u>AUTO 115</u> Auto Electricity & Electronics I	4
<u>AUTO 225</u> Engine Performance I/Fuel & Ignition	4

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Bookkeeper Certification

Certification and Licensing Preparation

Certified Bookkeepers Course (ACC290, six units) is for working professionals and students who wish to advance their career in the bookkeeping profession. Upon successful completion, students will be able to sit for a nationally administered exam given by the American Institute of Professional Bookkeepers. Once a student passes this exam and obtains two years of bookkeeping experience, individuals earn the right to call themselves "Certified Bookkeepers." To maintain certification, individuals are required to obtain 60 hours of continuing education over a three-year period.

Salary: \$27,770–\$43,630 / year (Nevada)

Career Outlook: Average growth

Good To Know: The majority of new jobs will be created in small, rapidly growing organizations. Many opportunities for part-time and temporary work.

Total Requirements: 6 Units (Credits)

Total Requirements	6 Units (Credits)
<u>ACC 290</u> Certified Bookkeeper Course	6

Note: WNC does not issue a certificate of completion for this course.

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Certified Inspector of Structures

Certification and Licensing Preparation

WNC is the only institute of higher learning in Nevada that offers the complete series of Certified Inspectors of Structures classes to prepare students for the state pre-licensing examination.

According to the American Society of Home Inspectors, approximately 77 percent of the homes sold in the United States and Canada are inspected before they are bought. Home inspectors commonly are self-employed, with pay ranging from \$32,000 to \$82,000 per year.

GET STARTED

- [Apply for admission to WNC](#)
- [Register for Classes](#)

Information: Robert Ford at Robert.Ford@wnc.edu or 775-445-3353

Total Requirements: 10 Units (Credits)

License Requirements	10 Units (Credits)
CONS 260 Certified Inspectors of Structures-Residential	3
CONS 261 Under-Floor Inspections-Certified Inspector	1
CONS 262 Above-Floor Inspections for Certified Inspector	2
CONS 263 Supervised Residential Inspections for Certification	4

Note:

Licensing programs fulfill the minimum course requirements needed for licensure as a certified inspector of structures-residential. Upon successful course completion, with a grade of C or better, WNC will issue a certificate of completion for the course(s) of study. The Nevada Real Estate Division outsources the Inspectors of Structures exam, which is administered by PSI Services LLC for a \$100 fee per exam.

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Certified Nursing Assistant

Certification and Licensing Preparation

A certified nursing assistant class is offered through the Division of Nursing and Allied Health. The college offers NURS 130-Nursing Assistant, a six-unit class that prepares students to take the Nevada licensing exam for certification as a nursing assistant.

A Certified Nursing Assistant is an individual who, under the direction of a licensed nurse, typically provides basic nursing care for patients in long-term and acute care institutions. CNAs are educated to assist patients with activities of daily living such as bathing, feeding and dressing, and to help maintain a safe and protective care environment. As they have extensive daily contact with patients, CNAs also play a key role in communicating information/observations to the nurse.

Total Requirements: 6 Units (Credits)

Courses		Units (Credits)
<u>NURS 130</u>	Nursing Assistant	6

Note: Allied Health courses have mandatory prerequisites. This information must be provided to the Nursing and Allied Health Office before permission to enroll in the course is granted.

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Cisco Technology

Certification and Licensing Preparation

Western Nevada College is an academy for the Cisco Networking Academy Program, offering programs leading to CCNA and CCNP industry certification. These courses help prepare students for a career working with Cisco networking hardware and equipment.

CCNA Routing and Switching Preparation

**Units
(Credits)**

<u>CSCO 120</u> CCNA Internetworking Fundamentals	4
<u>CSCO 121</u> CCNA Routing Protocols and Concepts	4
<u>CSCO 220</u> CCNA LAN Switching and Wireless Fundamentals	4
<u>CSCO 221</u> CCNA WAN Fundamentals	4

Upon successful course completion, with a grade of C or better, WNC will issue a certificate of completion for the course(s) of study.

CCNA Security Preparation (for Cisco and Comp TIA Security+ Exams)

**Units
(Credits)**

<u>CSCO 120</u> CCNA Internetworking Fundamentals	4
<u>CSCO 121</u> CCNA Routing Protocols and Concepts	4
<u>CSCO 230</u> Fundamentals of Network Security	4

Upon successful course completion, with a grade of C or better, WNC will issue a certificate of completion for the course(s) of study.

CCNA Wireless Preparation

**Units
(Credits)**

<u>CSCO 120</u> CCNA Internetworking Fundamentals	4
<u>CSCO 121</u> CCNA Routing Protocols and Concepts	4
<u>CSCO 130</u> Fundamentals of Wireless LANs	4

Upon successful course completion, with a grade of C or better, WNC will issue a certificate of completion for the course(s) of study.

Course for Building Scalable Cisco Internetworks Exam; required course to become a Cisco Certified Network Specialist

<u>CSCO 280</u> *CCNP Advanced Routing	4
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Course for Multilayer Switching exams; required course to become a Cisco Certified Network Specialist

<u>CSCO 282</u> *CCNP Multilayer Switching	4
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Course for Implementing Secure Converged Wide Area Networks; required course to become a Cisco Certified Network Specialist.

<u>CSCO 281</u> *CCNP Implementing Secure Converged Wide Area Networks	4
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*WNC does not issue a certificate of completion for this course.

Note:

For additional information please contact:

Dave Riske

Professor, Computer Information Technology

Phone: 775-445-3255

E-mail: Dave.Riske@wnc.edu

CISCO Technology, Technology Division

Phone: 445-3348

CompTIA Security+

Certification and Licensing Preparation

CompTIA Security+ is an international, vendor-neutral certification that demonstrates competency in: network security; compliance and operational security; threats and vulnerabilities; application, data and host security; access control and identity management; and cryptography.

Courses**Units (Credits)**

CIT 161 Essentials of Information Security 3

Note: WNC does not issue a certificate of completion for this course.

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Construction Craft Laborer

Certification and Licensing Preparation

These courses prepare students for the National Center for Construction Education and Research (NCCER) Construction Craft Laborer credential, which certifies that individuals possess basic knowledge needed on any job site.

Total Requirements: 9 Units (Credits)

<u>CEM 100</u>	Fundamentals of Construction Management	3
<u>CONS 108</u>	Construction Materials and Methods	4
<u>CONS 205</u>	Construction Site Safety	2

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<http://lr.wnc.edu/academics/degrees/cl/cl-cc/>

Deaf Studies - Interpreting

Certification and Licensing Preparation

This course of study prepares students to take the Educational Interpreter Performance Assessment or the National Interpreter Certification Exam. Upon successful completion, students will be better qualified for a variety of careers including teaching, social work, psychology, speech and language pathology or any career that interacts with the Deaf.

Upon successful course completion, with a grade of C or better, WNC will issue a certificate of completion for the course(s) of study.

Total Requirements: 25 Units (Credits)

First Semester		Units (Credits)
<u>AM 149</u>	American Sign Language V	4
<u>AM 201</u>	Interpreting I	3
<u>AM 215</u>	Conversational ASL	4
Second Semester		Units (Credits)
<u>AM 150</u>	American Sign Language VI	4
<u>AM 202</u>	Interpreting II	3
<u>AM 216</u>	Receptive ASL	4
Third Semester		Units (Credits)
<u>AM 203</u>	Interpreting III	3

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Emergency Medical Services

Certification and Licensing Preparation

Emergency Medical Services courses are offered through the Division of Nursing and Allied Health. EMS courses are offered in a sequential series to prepare individuals with the knowledge and skills to assess and care for patients in an emergency or in an out-of-hospital setting. Completion of selected courses is designed to prepare students to take the National Registry Examination for EMT-Basic and the appropriate Nevada EMS certification examination for EMT Enhanced (Intermediate).

EMS 108 and EMS 112 are designed to meet the National Standard Curriculum published by the United States Department of Transportation, National Highway Traffic Safety Administration.

A background check may be required by some clinical sites prior to the start of clinical experiences. Information about how to meet this requirement will be explained by the course instructor. Drug screening may be required by health care organizations.

Courses	Units (Credits)
<u>EMS 100</u> Healthcare Provider CPR	.5
EMS 113 First Responder	3
<u>EMS 108</u> Emergency Medical Technician - Basic	7-8
EMS 112 EMT Enhanced/85	4-5

Note: Allied Health courses have mandatory prerequisites. [Click to view prerequisite information, required immunizations, tests, major medical insurance, and CPR certification.](#) This information must be provided to the Nursing and Allied Health Office before permission to enroll in the course is granted.

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<http://lr.wnc.edu/academics/degrees/cl/ems/>

Industrial Electronics Technician

Certification and Licensing Preparation

This course of study prepares students for the Certified Electronics Technician-Associate Exam, which is administered by the International Society of Certified Electronics Technicians (ISCET). Upon completion of the coursework students will have learned basic electronics, math, DC and AC circuits, transistors and troubleshooting.

Upon successful course completion, with a grade of C or better, WNC will issue a certificate of completion for the course(s) of study.

Student Learning Outcomes:

The Industrial Electronics Certificate of Achievement is designed to provide fundamental knowledge of and experience with industrial electronic components and systems to learn job skills applicable in a variety of technical environments including automated systems. Students will learn about and use equipment, tools, and processes that involve electrical and electronic equipment to prepare for International Society of Certified Electronics Technicians (ISCET) certification as a Certified Electronics Technician associate, and be prepared to work as a technician in assembly or troubleshooting positions.

<u>AIT 101</u>	Fundamentals of Applied Industrial Technology	4
<u>ET 131</u>	DC for Electronics	4
<u>ET 132</u>	AC for Electronics	4

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Laboratory Technician - Phlebotomy

Certification and Licensing Preparation

Laboratory Technician-Phlebotomy classes (LTE 101 and LTE 102), which are offered through the Division of Nursing and Allied Health, is listed in the class schedule under the Laboratory Technician heading. The courses provide students with knowledge and skills necessary to perform the collection, identification and preservation of specimens as applied to venipuncture techniques.

Phlebotomists are trained to collect blood specimens by safely performing skin puncture or venipuncture procedures on patients of all ages. They are required to adhere to strict policies and safety precautions designed to provide patient protection and comfort, and to assure safe handling of specimens through the collection process.

Total Requirements: 4 Units (Credits)

Note: Allied Health courses have mandatory prerequisites. This information must be provided to the Nursing and Allied Health Office before permission to enroll in the course is granted.

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<http://lr.wnc.edu/academics/degrees/cl/lte/>

Machine Tool Technology

Certification and Licensing Preparation

The National Institute for Metalworking Skills (NIMS) offers various levels of certification in machining. Upon completion of the courses of study, students will be prepared to test for exam Level 1 and 3.

Upon successful course completion, with a grade of C or better, WNC will issue a certificate of completion for the course(s) of study.

Level 1: Chucking, Surface Grinding and Milling		Units (Credits)
<u>MTT 105</u>	Machine Shop I	3
<u>MTT 110</u>	Machine Shop II	3
<u>MTT 250</u>	Machine Shop III	3
Level 3: Measurement		Units (Credits)
<u>MTT 230</u>	Computer Numerical Control I	4
<u>MTT 232</u>	Computer Numerical Control II	4
<u>MTT 260</u>	Machine Shop IV	3

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<http://lr.wnc.edu/academics/degrees/cl/mtt/>

Manufacturing Technician

Certification and Licensing Preparation

The Manufacturing Skills Institute offers certification for industry-wide skills for production occupations in all sectors of manufacturing. Upon completion of the coursework, students will be prepared to test for the Manufacturing Technician I credential assessment.

GET STARTED

- [Apply for admission to WNC](#)
- [Register for Classes](#)

Upon successful course completion, with a grade of C or better, WNC will issue a certificate of completion for the course(s) of study.

<u>AIT 101</u>	Fundamentals of Applied Industrial Technology	4
<u>AIT 155</u>	Applied Industrial Technology Hands On Lab	3
<u>AIT 200</u>	Applied Industrial Technology Projects	3

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<http://lr.wnc.edu/academics/degrees/cl/mt/>

Mechatronics Foundation

Certification and Licensing Preparation

Prepares students to earn the Siemens Certified Mechatronic Systems Assistant Level I Certification. Mechatronics is the integration of electrical, mechanical and computer technologies into complex industrial environments.

Total Requirements: 16 Units (Credits)

<u>AIT 101</u>	Fundamentals of Applied Industrial Technology	4
<u>AIT 250</u>	Mechatronics: Electrical Components	3
<u>AIT 251</u>	Mechatronics: Mechanical Components	3
<u>AIT 252</u>	Mechatronics: Pneumatic and Hydraulic	3
<u>AIT 253</u>	Mechatronics: Programmable Logic Controllers	3

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<http://lr.wnc.edu/academics/degrees/cl/cl-mech/>

Microsoft Certified IT Professional

Certification and Licensing Preparation

WNC offers classes that prepare students to take Microsoft Certification exams. Course and hand-on lab exercises are designed to expose students to the theory and experience of exam objectives, while a student's own background and experiences will determine what additional preparation and practice are needed to pass the exam.

MCITP classes offer a range of skills and abilities with Microsoft technologies, and prepare students to take Window Server 2008 exams.

Upon successful course completion, with a grade of C or better, WNC will issue a certificate of completion for the course(s) of study.

Courses		Units (Credits)
<u>CIT 212</u>	Microsoft Networking II	3-5
<u>CIT 213</u>	Microsoft Networking III	3-5
<u>CIT 214</u>	Microsoft Networking IV	3-5

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<http://lr.wnc.edu/academics/degrees/cl/mcftp/>

Microsoft Certified Technology Specialist

Certification and Licensing Preparation

WNC offers classes that prepare students to take Microsoft Certification exams. Course and hand-on lab exercises are designed to expose students to the theory and experience of exam objectives, while a student's own background and experiences will determine what additional preparation and practice are needed to pass the exam.

The Microsoft Certified Technology Specialist course offers students training on a particular Microsoft technology, currently the Windows 7 operating system.

Upon successful course completion, with a grade of C or better, WNC will issue a certificate of completion for the course(s) of study.

Courses		Units (Credits)
<u>CIT 211</u>	Microsoft Networking I	3-5

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http://lr.wnc.edu/academics/non_degree/cl/mcts/

Ramsdell Construction Academy

Certification and Licensing Preparation

Total Requirements: 24 Units (Credits)

<u>CEM 100</u>	Fundamentals of Construction Management	3
<u>CONS 108</u>	Construction Materials and Methods	4
<u>CONS 109</u>	Construction Materials and Methods II	4
<u>CONS 111</u>	Commercial Building Codes	3
<u>CONS 118</u>	Construction Contract Documents	2
<u>CONS 120</u>	Blueprint Reading and Specification	3
<u>CONS 205</u>	Construction Site Safety	2
<u>CONS 290</u>	Internship in Construction	3

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<http://lr.wnc.edu/academics/degrees/cl/rca/>

Real Estate

Certification and Licensing Preparation

WNC offers courses to prepare students for licensure by the Nevada Real Estate Division.

Upon successful course completion, with a grade of C or better, WNC will issue a certificate of completion for the course(s) of study.

<u>RE 101</u>	Real Estate Principles I	3
<u>RE 103</u>	Real Estate Principles II	3

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<http://lr.wnc.edu/academics/degrees/cl/re/>

Teacher Education Preparation

Certification and Licensing Preparation

WNC offers introductory courses in teacher education that can transfer to universities or colleges that offer a bachelor's degree in education, include the University of Nevada, Reno and/or Nevada State College. These courses offer students a chance to prepare for a career in education. Through a well-established partnership with local schools, field experiences are an integral and early part of all teacher preparation courses. These courses can also be used to gain a substitute license or by paraprofessionals needing to qualify under federal legislation.

Students can transfer to Nevada State College and take classes at WNC locations and online to earn a bachelor's degree and certification in elementary education.

They may also transfer to the University of Nevada, Reno to pursue a bachelor's degree and certification in elementary education, special education/dual or secondary education.

Note: For information, contact 445-4272.

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<http://lr.wnc.edu/academics/degrees/cl/te/>

Welding Certification Preparation

Certification and Licensing Preparation

Students are introduced to the many welding certifications available by meeting the standards of the American Welding Society codes. Includes instruction on code certification required by the American Petroleum Institute and the American Society of Mechanical Engineers. May be repeated for up to 12 units.

Upon successful course completion, with a grade of C or better, WNC will issue a certificate of completion for the course(s) of study.

Shielded Metal Arc-Welding and Gas Metal Arc-Welding		Units (Credits)
<u>WELD 211</u>	Welding I	3
<u>WELD 212</u>	Welding I Practice	2
<u>WELD 221</u>	Welding II	3
<u>WELD 222</u>	Welding II Practice	2
Fluxed-Core Welding and Gas Tungsten Arc-Welding		Units (Credits)
<u>WELD 231</u>	Welding III	3
<u>WELD 232</u>	Welding III Practice	2
<u>WELD 241</u>	Welding IV	3
<u>WELD 242</u>	Welding IV Practice	2
AWS Code Exam		
<u>WELD 250</u>	Welding Certification Preparation	9

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<http://lr.wnc.edu/academics/degrees/cl/aws/>

Course Credit and Student Involvement

Course Credit and Student Involvement

The Northwest Commission on Colleges and Universities requires that each college credit entail 40-45 hours of student involvement (class time plus outside assignments). The following table shows how this determines the amount of student involvement for credit courses for the most commonly used number of units.

Units in a Course Student Involvement:

- 0.5: 20 - 22.5 hours
- 1.0: 40 - 45 hours
- 2.0: 80 - 90 hours
- 3.0: 120 - 135 hours
- 4.0: 160 - 180 hours
- 5.0: 200 - 225 hours
- 6.0: 240 - 270 hours

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<http://lr.wnc.edu/academics/credit/>

Course Descriptions

Accounting (ACC)

Career and Technical Education Division

ACC 105: Taxation For Individuals

Units (Credits): 3; Prerequisites: none

Covers income, expenses, exclusions, deductions, and credits. Emphasizes the preparation of individual income tax.

ACC 135: Bookkeeping I

Units (Credits): 3; Prerequisites: none

Introduces the basic principles of bookkeeping and applied accounting for a business enterprise with special emphasis on accounting for sole proprietorships, service and merchandising companies. Includes debits and credits, the accounting cycle, journals, ledgers, bank reconciliations, payroll, and the preparation of simple financial statements. May include a computerized component. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

ACC 180: Payroll & Employee Benefit Accounting

Units (Credits): 3; Prerequisites: [ACC 135](#), [ACC 201](#) or equivalent work experience

Introduces payroll and employee benefit reporting to federal, state, and local government agencies. Includes an overview of federal and state labor laws and specialized reporting requirements including both manual and computerized payroll accounting systems. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

ACC 198: Special Topics in Accounting

Units (Credits): 1–3; Prerequisites: none

Applies to a variety of topics including short courses and workshops covering a variety of subjects in accounting. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

ACC 201: Financial Accounting

Units (Credits): 3; Prerequisites: none; Recommended: [ACC 135](#)

Introduces the basic principles of financial accounting for business enterprises with special emphasis on accounting for corporations. Includes theory of debit and credit, accounting cycle, special journals, receivables, depreciation, inventory, long-term debt, corporate capital, and preparation of basic financial statements.

ACC 202: Managerial Accounting

Units (Credits): 3; Prerequisites: [ACC 201](#); Recommended: or equivalent

Introduces the basic principles of management accounting including manufacturing and cost accounting, budgeting, accounting for management decision-making, and financial statement analysis.

ACC 203: Intermediate Accounting I

Units (Credits): 3; Prerequisites: [ACC 201](#)

Emphasizes accounting theory, concepts and analysis of problems that arise in applying these concepts. Course covers in depth the traditional topics as well as recent developments in accounting valuation, accounting for cash, receivables, prepaid and accrued items, plant and equipment.

ACC 204: Intermediate Accounting II

Units (Credits): 3; Prerequisites: [ACC 203](#)

Emphasizes accounting theory and concepts in corporate accounting. Areas of focus will include stockholder's equity, investments in securities and funds, financial reporting, and analysis of financial statements.

ACC 220: Microcomputer Accounting Systems

Units (Credits): 3; Prerequisites: [ACC 201](#)

Integrates the principles of accounting and the concepts of data processing. Students will become familiar with computerized accounting systems which are realistic examples of systems used in business today.

ACC 223: Introduction to QuickBooks

Units (Credits): 3; Prerequisites: [ACC 135](#) or consent of instructor

Introduces students to QuickBooks accounting program and computerized accounting. Students will receive hands-on training in the use of QuickBooks using fictitious case studies. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

ACC 261: Governmental Accounting

Units (Credits): 3; Prerequisites: ACC 201

Introduces accounting and reporting for government and non-profit entities. Includes study of fund and budget accounts of local governmental units, revenues, appropriations, disbursements and assessments.

ACC 290: Certified Bookkeeper Course

Units (Credits): 6; Prerequisites: ACC 201 with a grade of C or better, or by demonstrating a thorough knowledge of double-entry accounting.

Offers skills for working professionals and students who wish to advance their career in the bookkeeping profession. Upon successful completion, students will be able to sit for a national exam administered by the American Institute of Professional Bookkeepers (AIPB). Upon passing this exam and completing two years of bookkeeping experience, individuals earn the right to call themselves Certified Bookkeepers. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

ACC 295: Work Experience I

Units (Credits): 1–6; Prerequisites: consent of instructor

Provides on-the-job supervised and educationally directed work experience. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

ACC 299: Advanced Special Topics in Accounting

Units (Credits): 1–3; Prerequisites: ACC 201 or ACC 202 or consent of instructor

Applies to a variety of advanced topics including short courses and workshops covering a variety of subjects in accounting.

Agricultural Science (AGSC)

Career and Technical Education Division

AGSC 102: Agriculture Communication and Organization

Units (Credits): 1–3; Prerequisites: none

Designed for students interested in pursuing an agricultural career. Provides students with an in depth investigation into personal and interpersonal leadership. Teaches students to strengthen their leadership influence through a personal application of leadership skills, attitudes and dispositions.

AGSC 122: Intercollegiate Rodeo

Units (Credits): 2; Prerequisites: none

Designed for students interested in pursuing an agricultural career. Provides students with an in depth investigation into personal and interpersonal leadership. Teaches students to strengthen their leadership influence through a personal application of leadership skills, attitudes and dispositions.

AGSC 163: Horsemanship

Units (Credits): 2; Prerequisites: none

Demonstrates Western horseback riding techniques and equitation. Provides the foundation for good, basic, and effective horsemanship that can later be developed into more specialized riding. Includes safety, handling, grooming, saddling, staling, feeding, health, exercise, and riding. All levels of ability are welcome as lab assignments are tailored to the skill levels of both student and horse.

Anthropology (ANTH)

Liberal Arts Division

ANTH 101: Introduction to Cultural Anthropology

Units (Credits): 3; Prerequisites: none

Anthropology 101 introduces human culture and society. It provides an understanding of human diversity through a comparative study of politics, religion, economics and social organization. This class provides an introduction to the scientific discipline of Anthropology. It examines the major concepts, theoretical perspectives, and research methods of cultural anthropology, with a brief examination of the sub-disciplines of anthropology. A major goal of the course is to provide an awareness of the wide spectrum of cultural and social variation throughout the world, while at the same time stressing those characteristics that are shared by all human beings. The class includes lectures, discussions,

ethnographic films, and student presentations. Students will exercise academic skills in reading, writing, research, critical thinking, and oral communication.

II. Course Objectives and Linkage to General Education Program

The information in the parentheses after a course objective refers to the specific general education (GE) learning outcome that the objective meets. Objectives without this information are not linked to WNC's general education program. Upon successful completion of this course, students will have demonstrated they can:

1. Exhibit factual knowledge of a broad range of cultures of the world. (GE 1).
2. Examine cultural change through the lens of ethnographic and ethnologic research. (GE 4).
3. Describe diverse positions on selected anthropological values or practices (GE 5).
4. Demonstrate an appreciation of cultural diversity through an examination of cultural interaction from selected areas of the world (GE 5).
5. Demonstrate analytical and critical thinking through substantially error-free prose suitable to the purpose of relating selected anthropological topics to personal experience and knowledge (GE 2, 6).

ANTH 102: Introduction to Physical Anthropology

Units (Credits): 3; Corequisites: recommend ANTH 110L

Explores the biological and evolutionary origins of humans through the examination of the fossil record, the study of primates, and the study of human biology.

II. Course Objectives and Linkage to General Education Program

The information in the parentheses after a course objective refers to the specific general education (GE) learning outcome that the objective meets. Objectives without this information are not linked to WNC's general education program. Upon successful completion of this course, students will have demonstrated they can:

- Use terminology specific to the anthropological topics selected for this course. (GE 1)
- Demonstrate the principles and theories of human evolution and the origins of the human species (GE 1)
- Demonstrate an understanding of the physical attributes of humans and what sets us apart from other species (GE 1)
- Describe selected ideas of human variation and adaptation (GE 1)
- Demonstrate an appreciation of the value and importance of human diversity (GE1)
- Demonstrate analytical and critical thinking through substantially error-free prose suitable to the purpose of relating selected anthropological topics to personal experience and knowledge (GE 2, 6)

The class includes lectures, discussions, anthropological films, and student presentations. Students will exercise academic skills in reading, writing, research, critical thinking, and oral communication.

ANTH 110L: Physical Anthropology Lab

Units (Credits): 1; Corequisites: ANTH 102

Provides practical experience in aspects of physical anthropology: the mechanisms of inheritance, osteology and forensic science, comparative anatomy and human evolution, and aspects of modern human variability.

ANTH 201: Peoples & Cultures of the World

Units (Credits): 3; Prerequisites: none

Anthropology 201 offers a comparative survey of selected societies from throughout the world. Emphasis is on the impact of global developments on traditional societies.

II. Course Objectives and Linkage to General Education Program

The information in the parentheses after a course objective refers to the specific general education (GE) learning outcome that the objective meets. Objectives without this information are not linked to WNC's general education program. Upon successful completion of this course, students will have demonstrated they can:

- Exhibit factual knowledge of a broad range of cultures of the world. (GE 1).
- Examine cultural change through the lens of ethnographic and ethnologic research. (GE 4).
- Describe diverse positions on selected anthropological values or practices (GE 5).
- Demonstrate an appreciation of cultural diversity through an examination of cultural interaction from selected areas of the world (GE 5).
- Demonstrate analytical and critical thinking through substantially error-free prose suitable to the purpose of relating selected anthropological topics to personal experience and knowledge (GE 2, 6)

This class provides an overview to the scientific examination and comparison of world cultures. Anthropologists use the concept of culture to account for the tremendous variety of ways humans have adapted to their surroundings and to each other. The course will examine the major concepts, theoretical perspectives, and research methods of cultural anthropology. A major goal is to provide students with an awareness of the wide spectrum of cultural and social variation throughout the world, while at the same time stressing those characteristics that are shared by all human beings. By learning about other societies we learn, ultimately, about ourselves. The class includes lectures, discussions, ethnographic films, and student presentations. Students will exercise academic skills in reading, writing, research, critical thinking, and oral communication.

ANTH 202: Introduction to Archeology

Units (Credits): 3; Prerequisites: none

Surveys archaeology in the Old and New Worlds. Examines methods used by archaeologists to describe and explain prehistoric cultures.

II. Course Objectives and Linkage to General Education Program

The information in the parentheses after a course objective refers to the specific general education (GE) learning outcome that the objective meets. Upon successful completion of this course, students will have demonstrated they can:

- Exhibit knowledge of principles, theories, and methods of archaeological investigation (GE 1)
- Demonstrate knowledge of the development of human social institutions and technology in prehistory (GE 1)
- Demonstrate an appreciation of cultural diversity through an examination of cultural interaction from selected prehistoric periods of the world (GE 5)
- Demonstrate analytical and critical thinking through substantially error-free prose suitable to the purpose of relating selected anthropological topics to personal experience and knowledge (GE 2, 6)

ANTH 210: Indians of Nevada Today

Units (Credits): 3; Prerequisites: none

Surveys the Native American populations of Nevada and adjacent areas with emphasis on contemporary reservation conditions.

ANTH 212: Indians of North America

Units (Credits): 3; Prerequisites: none

Surveys traditional life and modern conditions of American Indians with emphasis on the western United States.

ANTH 213: Introduction to the Indians of the Great Basin

Units (Credits): 3; Prerequisites: none

Introduces the Indians of the Great Basin, summarizing ethnographic and contemporary issues of Native Americans of the Great Basin and the indigenous groups that are geographically adjacent and have influenced Basin cultures. Also examines the archaeological documentation of pre-contact conditions.

ANTH 214: Introduction to Mesoamerican Prehistory and Archaeology

Units (Credits): 3; Prerequisites: none

Introduces students to the archaeology and prehistory of Mesoamerica. Includes the development of complex societies in Mexico and Central America.

ANTH 215: Introduction to Faith, Witchcraft and Magic

Units (Credits): 3; Prerequisites: none

Introduces students to the anthropological study of religion as a human institution. Examines the history, methods, and current status of the field.

II. Course Objectives and Linkage to General Education Program

The information in the parentheses after a course objective refers to the specific general education (GE) learning outcome that the objective meets. Upon successful completion of this course, students will have demonstrated they can:

- Exhibit factual knowledge of a broad range of cultural beliefs in the world. (GE 1).
- Examine cultural change through the lens of ethnographic and ethnologic research. (GE 4).
- Describe diverse positions on selected cultural values or practices (GE 5).

- Demonstrate an appreciation of cultural diversity through an examination of cultural interaction from selected areas of the world (GE 5).
- Demonstrate analytical and critical thinking through substantially error-free prose suitable to the purpose of relating selected anthropological topics to personal experience and knowledge (GE 2, 6).

This class provides an overview to the scientific examination and comparison of world religious beliefs. It examines the major concepts, theoretical perspectives, and research methods of cultural anthropology. A major goal of the course is to provide an awareness of the wide spectrum of cultural and social variation in faith and belief throughout the world. The class includes lectures, discussions, ethnographic films, and student presentations. Students will exercise academic skills in reading, writing, research, critical thinking, and oral communication.

ANTH 443: Environmental Archaeology

Units (Credits): 3; Prerequisites: admission to the BTech program or consent of advisor

Topics selected from paleoecology, taphonomy, geoarchaeology, and dating methods. Lectures, readings, and field trips cover advanced principles, method and theory, and practical applications.

Applied Industrial Technology (AIT)

Career and Technical Education Division

AIT 101: Fundamentals of Applied Industrial Technology

Units (Credits): 4; Prerequisites: none

Explains the fundamental concepts of electricity used in many applications, especially control systems. Ohm's Law and Kirchhoff's voltage and current laws will be applied both in theory and through lab experiments. Mechanical concepts of basic levers and forces, friction and pulleys and gears are introduced, as well as their effects on a system. Covers fundamental operation of electric relay controls and explains basic logic circuits which are used to provide automated control of many types of machines. Simulated tools and test equipment are utilized. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

AIT 102: Measurement Tools and Methods

Units (Credits): 1; Prerequisites: none

Explains the fundamental concepts of dimensional measurement. Accuracy and tolerance will be described and applied in theory and through lab experiments. U.S. Customary Units and S.I. Metric Units are utilized both in measurement and conversion. Covers fundamental operation of dial and digital calipers. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

AIT 103: Introduction to Machine Tool Technologies

Units (Credits): 1; Prerequisites: none

Introduces the fundamental concepts of using a drill press and band saw, including their parts and controls. These tools will be utilized in the manufacturing process to cut materials and countersink, counterbore, ream and tap holes. Lab experiments will be accomplished through simulated tools and test equipment. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

AIT 121: Electrical Control Systems

Units (Credits): 2; Prerequisites: AIT 101

Covers the function and operation of logic control circuits used in industrial, commercial and residential applications. Relays, limit switches and time-delays are introduced for a variety of uses. Automation with electrical control is common in many settings, using components wired together in specific configurations that form the logic needed to determine the sequence of machine operations. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

AIT 155: Applied Industrial Technology Hands On Lab

Units (Credits): 1–8; Prerequisites: none

Allows students of Applied Industrial Technology to use hands-on trainers and equipment for the study of various topics. Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

AIT 198: Special Topics in Applied Industrial Technology

Units (Credits): 1–6; Prerequisites: none

Explores various topics of current interest/demand in Applied Industrial Technology areas of study. Applies to a variety of current topics in the field of industrial technology, covering subjects such as new approaches and

techniques, equipment configuration, upgrades, preventive maintenance, etc. May not transfer towards an NSHE bachelor's degree Non-applicable towards an AA or AS Degree

AIT 200: Applied Industrial Technology Projects

Units (Credits): 1–8; Prerequisites: none

Explores various project-based topics in the Applied Industrial Technology field. Applies to a range of subjects including short courses and workshops covering a variety of themes relevant to industry. Non-transferable for a NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree

AIT 201: Pneumatic Power Technologies

Units (Credits): 3; Prerequisites: none

Introduces the concepts of how to connect and operate basic pneumatic components and systems, read circuit diagrams, monitor system operation, and design circuits. Different types of actuators and valves will be explained, and skills working with pneumatic schematics will be strengthened by using simulated tools and test equipment. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

AIT 250: Mechatronics: Electrical Components

Units (Credits): 3; Prerequisites: AIT 101 ; Corequisites: AIT 101

Covers the basics of electrical components in a complex mechatronic system. Students will learn the basic functions and physical properties of electrical components, and the roles they play within the system. Technical documentation such as data sheets, schematics, and timing diagrams will be covered while exploring troubleshooting strategies and preventive maintenance.

AIT 251: Mechatronics: Mechanical Components

Units (Credits): 3; Prerequisites: AIT 250 ; Corequisites: AIT 250

Covers the basics of pneumatic, electropneumatic and hydraulic control circuits in a complex mechatronic system. Teaches the functions and properties of control elements based upon physical principles, and the roles they play within the system. Covers technical documentation such as data sheets, circuit diagrams, displacement step diagrams and function charts while exploring troubleshooting strategies and preventive maintenance. Covers the basics of mechanical components in a complex mechatronic system. Students will learn the basic functions and physical properties of mechanical components, and the roles they play within the system. Technical documentation such as data sheets, schematics, and timing diagrams will be covered while exploring troubleshooting strategies and preventive maintenance.

AIT 252: Mechatronics: Pneumatic and Hydraulic

Units (Credits): 3; Prerequisites: AIT 251 ; Corequisites: AIT 251

Covers the basics of pneumatic, electropneumatic and hydraulic control circuits in a complex mechatronic system. Students will learn the functions and properties of control elements based upon physical principles, and the roles they play within the system. Technical documentation such as data sheets, circuit diagrams, displacement step diagrams and function charts will be covered while exploring troubleshooting strategies and preventive maintenance.

AIT 253: Mechatronics: Programmable Logic Controllers

Units (Credits): 3; Prerequisites: AIT 252 ; Corequisites: AIT 252

Covers the fundamentals of digital logic and an introduction to programmable logic controllers (PLCs) in a complex mechatronic system. Students will learn the role PLCs play within a mechatronic system or subsystem; students will explore basic elements of PLC functions by writing and testing programs to control them. Course teaches students how to identify malfunctioning PLCs, as well as to apply troubleshooting strategies to identify and localize problems caused by PLC hardware.

Arabic (ARA)

Liberal Arts Division

ARA 101: Conversational Arabic I

Units (Credits): 3; Prerequisites: none

Emphasizes Arabic spoken communication, listening, reading and writing skills. A vocabulary of Arabic-English words will be developed to suit student needs. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

ARA 102: Conversational Arabic II

Units (Credits): 3; Prerequisites: ARA 101

Emphasizes Arabic spoken communication. Listening, reading and writing skills will be explored. A vocabulary of Arabic-English words can be developed to suit student needs. Note: Non-transferable for an NSHE baccalaureate

degree. Non-applicable towards an AA or AS Degree.

Art (ART)

Liberal Arts Division

ART 100: Visual Foundations

Units (Credits): 3; Prerequisites: none

Explores visual forms and contemporary concepts through a variety of media, presentations and discussions.

II. Course Objectives and Linkage to General Education Program

The information in the parentheses after a course objective refers to the specific general education (GE) learning outcome that the objective meets. Objectives without this information are not linked to WNC's general education program. Upon completion of the course students will have demonstrated they can:

- Demonstrate working knowledge of key design concepts, principles, themes, and major content areas needed to explain and solve design problems. (GE 1)
- Locate, evaluate, and appropriately use information from multiple resources to complete design projects. (GE 4)
- Use critical thinking and creativity to select and apply design principles and ideas suitable for solving significant contemporary or enduring problems. (GE 6)
- Utilize various art media.
- Appreciate the relationship between form and content.
- Expand their sense of experimentation and imagination.

ART 101: Drawing I

Units (Credits): 3; Prerequisites: none

Develops drawing skills through practice with a broad variety of drawing tools and techniques. 1 hour lecture/4 hours studio per week.

II. Course Objectives and Linkage to General Education Program

The information in the parentheses after a course objective refers to the specific general education (GE) learning outcome that the objective meets. Objectives without this information are not linked to WNC's general education program. Upon completion of this course, students will have demonstrated they can:

- Demonstrate working knowledge of key drawing concepts, principles, themes, and major content areas to solve specific drawing problems. (GE 1)
- Locate evaluate, and appropriately use information from multiple resources to complete drawing projects. (GE 4)
- Use critical thinking and creativity to select and apply recognized drawing techniques suitable for solving significant contemporary or enduring problems. (GE 6)

ART 102: Drawing II

Units (Credits): 3; Prerequisites: ART 101

Continues ART 101 with increased emphasis on the refinement of drawing skills. One hour lecture/ four hours studio per week.

ART 105: Color Theory

Units (Credits): 3; Prerequisites: none

Introduces color interactions, optical phenomena and creative application.

ART 108: Design Fundamentals II (2-D)

Units (Credits): 3; Prerequisites: none

Explores the fundamentals of design utilizing various media while focusing on three-dimensional design and sculptural practices. One hour lecture/four hours studio per week.

ART 111: Beginning Ceramics

Units (Credits): 3; Prerequisites: none

Introduces basic ceramic techniques and concepts including both hand-built and wheel thrown vessels as well as both utilitarian and non-utilitarian ceramic forms.

ART 115: Beginning Clay Sculpture

Units (Credits): 3; Prerequisites: none

Introduces students to clay as a medium for sculptural design. Focus is on human head, small animal sculpture and mold-making.

ART 124: Beginning Printmaking

Units (Credits): 3; Prerequisites: none

Introduces printmaking processes emphasizing relief, intaglio, lithographic, and screen processes.

ART 127: Watercolor I

Units (Credits): 3; Prerequisites: none

Offers a beginning course in watercolor painting with emphasis on materials and techniques which contribute to the production of quality works of art.

ART 131: Introduction to Painting

Units (Credits): 3; Prerequisites: none

Introduces the basics of various traditional and contemporary painting media.

ART 135: Photography I

Units (Credits): 3; Prerequisites: none

Introduces black and white photography and the 35mm camera. The course is designed as a beginning or refresher class in understanding photo taking and darkroom procedures. Student must provide a 35mm camera.

ART 141: Introduction to Digital Photography I

Units (Credits): 1–3; Prerequisites: none

Introduces photographic techniques. Topics include exposure, camera controls, digital printing, file management. Explores creative possibilities and thematic modes of photography; working in series.

ART 160: Art Appreciation

Units (Credits): 3; Prerequisites: none

This course studies art, artists and art media of various historical periods to develop the student's capacity to evaluate and appreciate them.

II. Course Objectives and Linkage to General Education Program

The information in the parentheses after a course objective refers to the specific general education (GE) learning outcome that the objective meets. Objectives without this information are not linked to WNC's general education program. Upon completion of this course, students will have demonstrated they can:

- Demonstrate a working knowledge of key art concepts, principles, themes, and major content areas to explain and appreciate art forms from different times and cultures. (GE 1)
- Locate, evaluate, and appropriately use information from multiple resources to complete art projects and papers. (GE 4)
- Use critical thinking and creativity to select and apply recognized methods suitable for understanding significant or enduring aesthetic problems. (GE 6)
- Appreciate individual artworks and the underlying aesthetic, cultural, philosophical and social influences that affected the artists who created them.

ART 201: Life Drawing I

Units (Credits): 3; Prerequisites: ART 101

Practices drawing the human figure from nude models. Emphasizes the expressive potentialities of human figure, and the production of quality drawings. One hour lecture and four hours studio per week.

ART 208: Fiber Arts

Units (Credits): 3; Prerequisites: none

Introduces fiber based techniques and concepts including contemporary uses of quilting and fabric dyes, among other techniques, as a fine art form.

ART 209: Introduction to Gallery Practices

Units (Credits): 3; Prerequisites: none

Covers the practices and ethics of operating an art gallery. May be repeated for up to six units.

ART 211: Ceramics I

Units (Credits): 3; Prerequisites: none

Offers a beginning studio course in ceramic construction and decoration. Lecture and laboratory methods are used to give special attention to the development of individual students skills. Uses potter's wheels. One hour lecture and four hours studio per week.

ART 212: Ceramics II

Units (Credits): 3; Prerequisites: ART 211

Continues ART 211 with increased attention given to further refinement of skills. One hour lecture/four hours studio per week.

ART 216: Sculpture I

Units (Credits): 3; Prerequisites: none

Offers fundamentals of sculpture using plaster, wood and other materials.

ART 217: Sculpture II

Units (Credits): 3; Prerequisites: ART 216 or consent of instructor

Offers studio classes in techniques and skills of subtractive and additive sculpture. One hour lecture and four hours studio per week.

ART 218: Alternative Sculpture

Units (Credits): 3; Prerequisites: none

Explores non-traditional sculpting techniques.

ART 221: Beginning Printmaking: Intaglio

Units (Credits): 3; Prerequisites: ART 124

Introduce etching, drypoint, aquatint, and other techniques related to metal plate printmaking. Emphasis on the creative use of materials and techniques.

ART 222: Beginning Printmaking: Lithography

Units (Credits): 3; Prerequisites or Corequisites: ART 124

Examines materials and techniques for lithography. Explores black and white printing as well as color and photo generated images.

ART 223: Beginning Printmaking: Serigraphy

Units (Credits): 3; Prerequisites or Corequisites: ART 124

Introduces the basic techniques of silk-screen printing with emphasis on its creative potential.

ART 224: Beginning Printmaking: Relief

Units (Credits): 3; Prerequisites or Corequisites: ART 124

Lecture/studio instruction in printing, woodcuts, linocuts and assembled relief surfaces.

ART 225: Intermediate Printmaking

Units (Credits): 3; Prerequisites: ART 124

Continues Art 124 with emphasis on contemporary techniques and processes for traditional intaglio, lithography, and digital imaging techniques for intaglio and lithographic processes.

ART 227: Watercolor II

Units (Credits): 3; Prerequisites: ART 127

Continues exploration of watercolor techniques and concepts including gouache and related media.

ART 231: Painting I

Units (Credits): 3; Prerequisites: none

Offers a beginning course in oil and/or acrylic painting. Introduces concepts and develops skills for the production of quality paintings. One hour lecture and four hours studio per week.

ART 232: Painting II

Units (Credits): 3; Prerequisites: ART 231

Continues ART 231, with increased emphasis on refinement of basic painting skills. One hour lecture and four hours studio per week.

ART 235: Photography II

Units (Credits): 3; Prerequisites: ART 135

Broadens students' understanding of photographic imagery and continues to develop greater technical knowledge and skill. Student must provide a camera.

ART 237: Photography II Color

Units (Credits): 3; Prerequisites: ART 141

Covers continued explorations of numerous photographic techniques, compositional styles, concepts and critical analysis of photography as a Fine Art.

ART 245: Digital Media I

Units (Credits): 3; Prerequisites: At least one art studio course, such as Visual Foundations, Beginning Photography, Drawing, etc.

Introduces concepts and practices of computer art and related media with an emphasis on contemporary experimental applications.

ART 260: Survey Art History I

Units (Credits): 3; Prerequisites: none

This course surveys art of the Western World from prehistoric times through the Gothic Period.

II. Course Objectives and Linkage to General Education Program

The information in the parentheses after a course objective refers to the specific general education (GE) learning outcome that the objective meets. Objectives without this information are not linked to WNC's general education program. Upon completion of this course, students will have demonstrated they can:

- Demonstrate working knowledge of key concepts, principles, themes, and major content areas of Art History needed to explain and solve discipline-specific problems. (GE 1)
- Present substantially error-free prose suitable in style and content to the purpose of the document and the audience. (GE 2)
- Locate, evaluate, and appropriately use information from multiple resources to complete projects and papers. (GE 4)
- Interpret and appreciate individual artworks from different times and cultures and the underlying aesthetic, cultural, philosophical and social influences that affected the artists who created them.

ART 261: Survey of Art History II

Units (Credits): 3; Prerequisites: none

This course surveys art of the Western World from the Renaissance to the present.

II. Course Objectives and Linkage to General Education Program

The information in the parentheses after a course objective refers to the specific general education (GE) learning outcome that the objective meets. Objectives without this information are not linked to WNC's general education program. Upon successful completion of this course, students will have demonstrated they can:

- Demonstrate working knowledge of key concepts, principles, themes, and major content areas of Art History needed to explain and solve discipline-specific problems. (GE 1)
- Present substantially error-free prose suitable in style and content to the purpose of the document and the audience. (GE 2)
- Locate, evaluate, and appropriately use information from multiple resources to complete projects and papers. (GE 4)
- Interpret and appreciate individual artworks from different times and cultures and the underlying aesthetic, cultural, philosophical and social influences that affected the artists who created them.

ART 296: Independent Study

Units (Credits): 1–3; Prerequisites: none

Focuses on independent exploration of studio techniques and concepts as discussed with the instructor during one-on-one critiques and instruction. May be repeated for up to six units.

ART 297: Field Study

Units (Credits): 1–3; Prerequisites: none

Offers a study of art in its cultural and historical setting with potential visits to museums, galleries, and art studios.

ART 298: Portfolio Emphasis

Units (Credits): 3; Prerequisites: none

Offers input for artist portfolios by means of critique.

ART 299: Special Topics in Studio Art

Units (Credits): 1–3; Prerequisites: none

Applies to assorted short courses and workshops covering a variety of subjects. May be repeated for up to six units.

Astronomy (AST)

Liberal Arts Division

AST 100: Special Topics: White Dwarfs, Neutron Stars and Black Holes

Units (Credits): 1; Prerequisites: none

Covers an assortment of exotic and fascinating stellar and astronomical objects that are at the center of modern astronomy. Studies the life cycles of both large and small mass stars as well as new developments and discoveries from a wide range of topics in astrophysics.

AST 105: Introductory Astronomy Laboratory

Units (Credits): 1; Prerequisites: AST 109, AST 110 or consent of instructor

Presents laboratory exercises in astronomy in the tradition of the amateur astronomer. Includes observation of celestial objects as well as laboratory exercises to investigate the physical nature of astronomical objects. Instructs on the use of telescopes and the process of the scientific method. Recommended for non-science majors.

AST 109: Planetary Astronomy

Units (Credits): 3; Prerequisites: MATH 120, MATH 126 or higher or consent of instructor

Offers a descriptive introduction to current concepts of the solar system, modern observational techniques, and their results. Utilizes telescopes and observatory facilities. Includes four laboratory experiences.

II. Course Objectives and Linkage to General Education Program

The information in the parentheses after a course objective refers to the specific general education (GE) learning outcome that the objective meets. Objectives without this information are not linked to WNC's general education program. Upon successful completion of this course, students will have demonstrated they can:

1. Demonstrate working knowledge of key concepts and principles that characterize the physical properties and features of planets, moons, and the sun. (GE 1)
2. Present accurate calculations related to fundamental astronomical problems. (GE 3)
3. Locate, evaluate, and appropriately use information from multiple resources to complete activities related to the historical evolution of the science of astronomy. (GE 4)
4. Recognize extrasolar planetary bodies and extend comparative planetology to planets well beyond our solar system.
5. Identify some seasonal constellations and learn to use a telescope.

AST 110: Stellar Astronomy

Units (Credits): 3; Prerequisites: MATH 120, MATH 126 or higher or consent of instructor

Offers a descriptive introduction to stellar and galactic systems, the life cycle of stars, theories of the universe and its formation. Utilizes telescopes and observatory facilities. Includes four laboratory experiences.

II. Course Objectives and Linkage to General Education Program

The information in the parentheses after a course objective refers to the specific general education (GE) learning outcome that the objective meets. Objectives without this information are not linked to WNC's general education program. Upon successful completion of this course, students will have demonstrated they can:

1. Demonstrate working knowledge of stellar evolution, galactic formation as well as key concepts and principles that characterize the physical properties and features of matter in its densest and most extreme form. (GE 1)
2. Present accurate calculations related to a broad range of astronomical problems. (GE 3)
3. Locate, evaluate, and appropriately use information from multiple resources to complete activities related to the historical evolution of the science of astronomy. (GE 4)
4. Explore concepts and theories of cosmology including the creation and age of the universe.
5. Identify some seasonal constellations and learn to use a telescope.

AST 115: Birth of Astrophysics

Units (Credits): 1; Prerequisites: none

Covers the accidental discovery of the solar spectral lines at the beginning of the 19th century and explores the threads of observation and interpretation through the subsequent 100 years. Explains how this process created modern astronomy, atomic physics, and chemistry. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

AST 118: Astronomical Instrumentation

Units (Credits): 1; Prerequisites: none

Introduces the basic operation of reflecting and refracting telescopes, fundamentals of spectrograph and methods for obtaining stellar spectra, and multiple uses of the CCD camera for astronomical imaging. Emphasis will be on working with the instruments (hands-on) and taking real time data when applicable. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

AST 120: Introduction to Astrobiology

Units (Credits): 3; Prerequisites: none

Studies the origin, evolution and distribution of life in the geology, planetary science, atmospheric science, oceanography, and other sciences. Explores the scientific reasons behind why the Solar System harbors a living planet. Covers the factors that allow the Earth to support life and the potential for life on other planets within the universe.

II. Course Objectives and Linkage to General Education Program

The information in the parentheses after a course objective refers to the specific general education (GE) learning outcome that the objective meets. Objectives without this information are not linked to WNC's general education program. Upon successful completion of this course, students will have demonstrated they can:

1. Demonstrate working knowledge of the fundamental characteristics of life as it relates to microbial and complex living systems. (GE 1)
2. Locate, evaluate, and appropriately use information from multiple resources to complete activities related to historical perspectives and the timeline of the evolution of life in relation to astronomical, geological, and biological events on earth, and extrapolate conditions for life elsewhere in the universe. (GE 4)
3. Present substantially error-free written responses related but not limited to the following (GE 2):
 1. Outline the fundamental characteristics of life as it relates to microbial and complex living systems.
 2. Contrast the basis of life, the tree of life, and life living under the most extreme conditions on Earth, inside the Earth and beyond Earth.
 3. Contemplate and imagine man's biases, sensitivities, and desires to continue to search for life beyond our world.

AST 190: Projects in Observational Astronomy

Units (Credits): 3; Prerequisites: AST 105 or consent of instructor

Develops skills in observational astronomy with a project-oriented course. Uses high quality equipment such as cameras, photometers, telescopes and heliostats. Laboratory course recommended for non-science majors.

AST 198: Special Topics in Astronomy

Units (Credits): 0.5–6; Prerequisites: none

Includes short courses and experimental classes covering a variety of subjects. May be repeated for up to six units. Note: Non-transferable for a NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

AST 290: Internship in Astronomy

Units (Credits): 1–8; Prerequisites: consent of instructor

Allows students to apply knowledge to real, on-the-job situations in a program designed by a company official and faculty advisor to maximize learning experiences. Students may earn up to eight units on the basis of 45 hours of internship per unit. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

AST 299: Directed Study

Units (Credits): 1–3; Prerequisites: consent of instructor

Covers selected topics and directed student research of interest to students in astronomy. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

Atmospheric Sciences (ATMS)

Liberal Arts Division

ATMS 117: Meteorology

Units (Credits): 3; Prerequisites: none

Covers the elements that make up meteorology, potential climate change, severe weather, and weather forecasting.

II. Course Objectives and Linkage to General Education Program

The information in the parentheses after a course objective refers to the specific general education (GE) learning outcome that the objective meets. Objectives without this information are not linked to WNC's general education program. Upon successful completion of this course, students will have demonstrated they can:

- Use terminology specific to Atmospheric Science and Meteorology topics applied in the course. (GE 1)
- Use Atmospheric Science and Meteorology concepts and principles demonstrating a working knowledge of Atmospheric and Meteorological processes. (GE 1)
- Perform hands on applications that demonstrate the ability to apply concepts and principles in relation to Atmospheric Science and Meteorology. (GE 1)

III. Topics

The following is a list of topics that must be covered in ATMS 117: Atmospheric composition; Seasons; Severe Weather; Climate Change; Weather Forecasting.

Automotive Auto Body (AUTB)

Career and Technical Education Division

AUTB 120: Automotive Collision I

Units (Credits): 3; Prerequisites: none

Provides fundamental instruction of hands-on skill and knowledge in auto body construction, tools, and safety. Students will also work with metal, plastics, fiberglass and trim. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

AUTB 121: Auto Collision I Practice

Units (Credits): 1–6; Prerequisites: none

Develops student skills by putting into practice the theories taught in AUTB 120. The emphasis will be geared to a more practical, hands-on experience through the use of grinders, orbital sanders and all collision repair equipment. Shop safety and cleanup are always stressed. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

AUTB 125: Automotive Collision II

Units (Credits): 1–6; Prerequisites: AUTB 120

Continues AUTB 120 with more advanced hands-on skill and knowledge in auto body construction, tools, safety and work with metal, plastic, fiberglass and trim. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

AUTB 126: Automotive Collision II Practice

Units (Credits): 1–9; Prerequisites: AUTB 125

Continues to develop student skills by putting into practice the theories taught in AUTB 125. The emphasis will be geared to a more practical, hands-on experience through the use of frame machines, laser measuring devices, and various shop equipment and hand tools. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

AUTB 200: Automotive Refinishing I

Units (Credits): 3; Prerequisites: none

Provides fundamental instruction of hands-on skill and knowledge in the painting and refinishing, including metal preparation, sanding techniques, masking and priming. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

AUTB 201: Automotive Refinishing Practice

Units (Credits): 1–6; Prerequisites: none

Further develops student skills by putting into practice the theories taught in AUTB 200. The emphasis will be geared to a more practical, hands-on experience through use of the various spray guns and finish techniques. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

AUTB 205: Auto Refinishing II

Units (Credits): 1–6; Prerequisites: AUTB 200

Continues AUTB 200 with more advanced hands-on skill and knowledge in the painting and refinishing of auto bodies. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

AUTB 206: Automotive Refinishing Practice II

Units (Credits): 1–9; Prerequisites: AUTB 205

Further develops student skills by putting into practice the theories taught in AUTB 205. Emphasizes a more practical, hands-on experience through use of different style guns and spray equipment, paint materials, color matching, etc. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

AUTB 210: Plastic Composite and Adhesives

Units (Credits): 1–6; Prerequisites: AUTB 120 or consent of instructor

Offers an in-depth study of the new plastics, composite panels and the adhesion process. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

AUTB 211: Plastic, Composites & Adhesives Practice

Units (Credits): 1–6; Prerequisites: AUTB 120, AUTB 200

Further develops student skills by putting into practice the theories taught in AUTB 210. The emphasis will be geared to a more practical, hands-on experience through an in-depth study of the new plastics, composite panels and the adhesion process for them. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

AUTB 220: Auto Collision & Refinishing Estimating

Units (Credits): 3–6; Prerequisites: basic computer skills

Familiarizes students with the estimating portion of the auto collision and refinishing program. The course involves analyzing damage in-depth, creating a damage report and using computer software for the process. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

Automotive Mechanics (AUTO)

Career and Technical Education Division

AUTO 101: Introduction to General Mechanics

Units (Credits): 3; Prerequisites: none

Introduces principles, design, construction and maintenance of automobiles. Includes safety, use of manuals, selection and use of hand tools, and hand-held test instruments. Introduces general maintenance of various systems. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

AUTO 111: Automotive Electricity

Units (Credits): 3; Prerequisites: none

Introduces principles and theory of automotive electricity and the maintenance of automobile electrical systems. Includes safety, use of manuals, selection and use of hand tools, and hand-held test instruments. Introduces a variety of different electrical systems and accessories. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

AUTO 112: Automotive Electricity II

Units (Credits): 3–6; Prerequisites: AUTO 111 or consent of instructor

Further develops student skills by putting into practice the theories taught in AUTO 111. Provides practical, hands-on experience through the use of Multi meters, VAT 40, manuals, selection and use of hand tools, and hand held test instruments. Shop safety and cleanup are always stressed. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

AUTO 115: Auto Electricity & Electronics I

Units (Credits): 4; Prerequisites: AUTO 101 or consent of instructor

Covers mastery of DC electricity, use of digital multimeters, troubleshooting electrical problems in starting, charging and accessory systems. Prepares students for ASE certification. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

AUTO 117: Advanced Auto Electronics

Units (Credits): 4; Prerequisites: AUTO 115

Teaches advanced AC and DC automotive electronic circuits, troubleshooting of electronically controlled components including supplemental restraint systems and convenience accessories. Prepares students for ASE certification.

Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

AUTO 130: Engine Reconditioning

Units (Credits): 3; Prerequisites: AUTO 101

Introduces principles, design, construction and maintenance of automobile engines. Includes overhaul of various systems in the engine (valve, train, oiling system, etc.) safety, use of manuals, selection and use of hand tools. Introduces a variety of systems. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

AUTO 140: Automotive Brake Systems

Units (Credits): 3; Prerequisites: none

Introduces principles, design, construction and maintenance of automotive brake systems including antilock systems. Includes safety, use of manuals, selection and use of hand tools, power tools and hand-held test instruments. Introduces general maintenance of a variety of different systems. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

AUTO 141: Automotive Brake Systems Practice

Units (Credits): 3; Prerequisites: AUTO 140 or consent of instructor

Further develops student skills by putting into practice the theories taught in AUTO 140. Provides practical, hands-on experience through the use of the brake lathe and bleeder, scanners, troubleshooting guides and brake hand tools. Shop safety and cleanup are always stressed. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

AUTO 145: Automotive Brakes

Units (Credits): 4; Prerequisites: AUTO 101 or consent of instructor

Focuses on theory, diagnosis, and service of drum, disc, and anti-lock braking systems, brake component machining, hydraulic component reconditioning, friction and hardware replacement. Prepares students for ASE certification. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

AUTO 150: Steering & Suspension Systems

Units (Credits): 3; Prerequisites: none

Introduces principles, design, construction and maintenance of automotive steering and suspension system. Includes safety, use of manuals, and selection and use of hand tools, power tools and test equipment. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

AUTO 151: Steering Suspension System Practice

Units (Credits): 3; Prerequisites: AUTO 150 or consent of instructor

Develops student skills by putting into practice the theories taught in AUTO 150. The emphasis will be geared to a more practical, hands-on experience through the use of the computer 4-wheel alignment, scanners, use of manuals, selection and use of hand tools and hand-held test instruments. Expands on maintenance of a variety of systems and accessories. Shop safety and cleanup are always stressed. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

AUTO 155: Steering & Suspension

Units (Credits): 4; Prerequisites: AUTO 101 or consent of instructor

Teaches diagnosis/service of suspension components including shocks, springs, ball joints, manual and power steering system and four wheel alignment are some areas covered. Prepares students for ASE certification. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

AUTO 160: Auto Air Conditioning

Units (Credits): 1–3; Prerequisites: none

Introduces principles design, construction and maintenance of automotive air conditioning systems. Includes safety, use of manuals, selection and use of hand tools, and hand-held test instruments, evacuating systems, charging/recovery systems and other specialized air conditioning tools. Introduces general maintenance of a variety of different air conditioning systems. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

AUTO 190: Beginning Automotive Upholstery

Units (Credits): 3–6; Prerequisites: none

Covers the basics of cutting, fitting and stitching for all types of seats in cars, vans, motorcycles and boats. The student will learn how to operate the sewing machine, layout patterns and repair seat frames. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

AUTO 195: Advanced Automotive UpholsteryUnits (Credits): 3–6; Prerequisites: AUTO 190

Continues AUTO 190. Students work with custom upholstery designs such as tuck and roll, button and pleat, etc. Includes work with convertible tops, vinyl tops and headliners. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

AUTO 196: Automotive Projects

Units (Credits): 3; Prerequisites: consent of instructor

Permits students to pursue special projects and/or explore areas of specific interest under the direction of a college instructor. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

AUTO 200: Standard Transmissions

Units (Credits): 3; Prerequisites: none

Introduces principles, design, construction and maintenance of automotive standard transmission. Includes safety, use of manuals, selection and use of hand tools, power tools and test equipment. Studies transmission principles and systems. Includes disassembly and overhaul of various standard automobile transmissions. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

AUTO 205: Manual Drive Trains and Axles

Units (Credits): 3–7; Prerequisites: none

Introduces principles, design, construction and maintenance of automobile ignition systems. Includes safety, use of manuals selection and use of hand tools, and handheld test instruments. Introduces general maintenance of various systems. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

AUTO 210: Automatic Transmission & Transaxles I

Units (Credits): 3; Prerequisites: none

Introduces principles, design, construction and maintenance of automatic transmissions used in today's automobiles. Includes safety, use of manuals, selection and use of hand tools, and appropriate transmission test instruments. Introduces maintenance of a variety of different automatic transmissions. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

AUTO 211: Automatic Transmission & Transaxles IIUnits (Credits): 3; Prerequisites: AUTO 210

Concentrates on knowledge, skills, principles, design, construction and maintenance of automatic transmissions used in today's automobiles. Amplifies competencies learned in AUTO 210. Includes safety, use of manuals, selection and use of hand tools, and appropriate transmission test instruments. Introduces general maintenance of a variety of different automatic transmissions. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

AUTO 220: Automotive Engine Performance Mechanics I

Units (Credits): 3; Prerequisites: none

Introduces principles, design, construction and maintenance of automobile ignition systems. Includes safety, use of manuals, selection and use of hand tools, and handheld test instruments. Introduces general maintenance of a variety of different systems. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

AUTO 221: Automotive Engine Performance IIUnits (Credits): 3; Prerequisites: AUTO 220

Guides students through the basic theory of automotive emissions, description of emission control, operation of the controls system, trouble shooting and repair. Includes safety, use of manuals, selection and use of hand tools and handheld test instruments and engine analyzers. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

AUTO 222: Automotive Computer SystemsUnits (Credits): 3; Prerequisites: AUTO 230 or consent of instructor

Introduces principles, design, construction and maintenance of automobile ignition systems and fuel systems. Studies General Motors, Ford EEC, Chrysler and foreign computer systems. Covers principles of operation, fuel managements, air management and all sensors including solenoids. Reviews basic electricity, electronic spark timing and high energy ignition systems. Includes safety, use of manuals, selection and use of hand tools, hand-held test instruments and engine analyzers. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

AUTO 225: Engine Performance I/Fuel & Ignition

Units (Credits): 4; Prerequisites: [AUTO 101](#) or consent of instructor

Studies engine related subsystems which include ignition, fuel, cooling, starting, and charging systems. Covers theory and testing of computerized engine management systems. Prepares students for ASE certification. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

AUTO 227: Engine Performance II/Emission Control

Units (Credits): 4; Prerequisites: [AUTO 225](#)

Automotive emission control systems. Preparation on current gas analyzers for the purpose of diagnosis and repair of specific emission devices. Prepares students for ASE certification. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

AUTO 229: Advanced Automotive Electricity

Units (Credits): 3; Prerequisites: [AUTO 111](#)

Continues study of material presented in AUTO 111. Reviews and amplifies principles and theory of automotive electricity and the maintenance of automobile electrical systems. Focuses on electronic applications. Includes safety, use of manuals, selection and use of hand tools and handheld test instruments. Introduces testing and servicing automotive electronic components. Expands on maintenance of a variety of systems and accessories. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

AUTO 230: Advanced Engine Performance

Units (Credits): 3; Prerequisites: [AUTO 220](#) or consent of instructor

Introduces principles, design, construction and maintenance of automobile ignition systems and fuel systems. Includes safety, use of manuals, selection and use of hand tools, handheld test instruments and engine analyzers. Introduces general maintenance of a variety of different systems. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

AUTO 235: Engine Performance III/Diagnostics

Units (Credits): 4; Prerequisites: [AUTO 227](#)

Studies computerized engine and fuel management control, operational theory of automotive computers and the use of hand held diagnostic interfaces. Prepares students for ASE certification. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

AUTO 293: Work Experience I

Units (Credits): 1–6; Prerequisites: consent of instructor

Provides the student with on-the-job supervised and educationally directed work experience. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

Biology (BIOL)

[Liberal Arts](#) Division

BIOL 100: General Biology For Non-Science Majors

Units (Credits): 3; Prerequisites: [MATH 120](#), [MATH 126](#) or higher or consent of instructor

Covers fundamental concepts and theories of life science. Major topics include cellular/molecular biology, anatomy, physiology, genetics, evolution and ecology. Includes four laboratory experiences.

II. Course Objectives and Linkage to General Education Program

The information in the parentheses after a course objective refers to the specific general education (GE) learning outcome that the objective meets. Objectives without this information are not linked to WNC's general education program. Upon successful completion of BIOL 100 General Biology for Non-Science Majors, (defined as a 75% course score or better) learners will be able to:

- Explain the major characteristics of science, including that it is a particular way of knowing that seeks natural causes for phenomena and depends on observations that can be confirmed; that it is evidence-based and ideas can change in response to new evidence; how it, and biology in particular, have affected humanity (GE #1);
- Explain the difference between scientific vs. non-scientific ideas, and evaluate secondary sources of scientific information for evidence-based credibility and scientific accuracy (GE #1);
- Illustrate and explain the fundamental concepts and theories associated with the properties of life, biological molecules, cells, genetics, populations and ecology, and evolution (GE #1);

- Present accurate calculation and symbolic operations, and explain how such calculations and operations are used in either introductory biology or in interpreting information in related fields. (GE #1, #3).

III. Topics

All students will have a basic (one semester of a non-traditionally-lab-experienced one-semester course) knowledge of a survey of the basic processes of biology common to all life forms. Includes cell theory and metabolic processes, evolution, ecology, genetics, populations, and the scientific method. Designed for the non-science major. Meets the UNR core curriculum science requirement.

BIOL 113: Life in the Oceans

Units (Credits): 3; Prerequisites: none

Introduces the plants, animals and microorganisms of the oceans with an emphasis on important marine ecosystems such as intertidal zones, estuaries and coral reefs.

II. Course Objectives and Linkage to General Education Program

The information in the parentheses after a course objective refers to the specific general education (GE) learning outcome that the objective meets. Objectives without this information are not linked to WNC's general education program. Upon successful completion of BIOL 113 Life in the Oceans, (defined as a 75% course score or better) learners will be able to:

- Demonstrate working knowledge of key concepts, principles, themes, and major content areas needed to explain and solve Life in the Oceans-specific problems and/or issues. (GE #1);
- Explain the difference between scientific vs. non-scientific ideas, and evaluate secondary sources of scientific information for evidence-based credibility and scientific accuracy (GE #1);
- Illustrate and explain the fundamental concepts and theories associated with Life in the Oceans (GE #1);
- Present accurate calculation and symbolic operations, and explain how such calculations and operations are used in either Life in the Oceans or in interpreting information in related oceanographic fields. (GE #1, #3).

III. Topics

All students will have a basic knowledge of the environment and inhabitants of the sea to include, at a minimum, Origin of the Oceans, The Sea Floor, Plate Tectonics, Chemical Features of Seawater, Winds and Currents, Waves and Tides, Climate Change, Marine ecology: Populations and Interactions and Energy flow and Trophic levels, Nutrient cycles, Ocean zones, Microbial organisms, Marine Invertebrates, Marine Vertebrates (cartilaginous and bony fish), Fisheries, and Marine Mammals.

BIOL 190: Introduction to Cell and Molecular Biology

Units (Credits): 3; Prerequisites: MATH 96 or higher (excluding MATH120) C- or better, or appropriate score on the WNC placement examination, or a corequisite of MATH 126; Corequisites: BIOL 190L

Covers the structure and function of cells. Included will be the major molecules of life, composition and physiology of cellular organelles, cellular metabolism, reproduction, motility, gene function and related topics.

II. Course Objectives and Linkage to General Education Program

The information in the parentheses after a course objective refers to the specific general education (GE) learning outcome that the objective meets. Objectives without this information are not linked to WNC's general education program. Upon successful completion of BIOL 190: Introduction to Cell and Molecular Biology and BIOL 190L: Introduction to Cell and Molecular Biology Laboratory, (defined as a 75% course score or better) learners will be able to:

- Describe and explain the processes of cellular transport, signaling, metabolism, photosynthesis, cell division (mitosis and meiosis), heredity, gene expression and gene regulation and explain their significance to the functioning of biological systems (GE #1);
- Illustrate and explain the structure and function of animal and plant cells and sub-cellular organelles (GE #1);
- Illustrate and explain the function of biomolecules at the sub-cellular and cellular level (GE #1);
- Draw conclusions from experimentally derived data in the laboratory (GE #1, #4).
- Draw conclusions from experimentally derived data from the polymerase chain reaction (PCR) laboratory experiment (GE #1, #4).

III. Topics

All learners will have in-depth knowledge of the language of cellular and molecular biology, animal and plant cellular structure and function: Students will explain fundamental concepts associated with atomic structure, chemical bonding, water chemistry, and pH, and apply these concepts to the functioning of biological systems; Students will identify the basic structures and describe the functions of the four major classes of biological macromolecules and cellular structures, including eukaryotic organelles and membranes (and may include prokaryotic cells and viral particles, as well); Students will describe the processes of cellular transport, signaling, introductory intermediary metabolism, photosynthesis, cell division (mitosis and meiosis), heredity, gene expression and gene regulation and explain their significance to the functioning of biological systems; Students will apply scientific reasoning to draw conclusions from experimentally derived data from the Using a Single-Nucleotide Polymorphism to Predict Bitter-Tasting Ability laboratory experiment.

BIOL 190L: Introduction to Cell and Molecular Biology Lab

Units (Credits): 1; Corequisites: [BIOL 190](#)

Covers the structure and function of cells. Included will be the major molecules of life, composition and physiology of cellular organelles, cellular metabolism, reproduction, motility, gene function and related topics.

II. Course Objectives and Linkage to General Education Program

The information in the parentheses after a course objective refers to the specific general education (GE) learning outcome that the objective meets. Objectives without this information are not linked to WNC's general education program. Upon successful completion of BIOL 190: Introduction to Cell and Molecular Biology and BIOL 190L: Introduction to Cell and Molecular Biology Laboratory, (defined as a 75% course score or better) learners will be able to:

- Describe and explain the processes of cellular transport, signaling, metabolism, photosynthesis, cell division (mitosis and meiosis), heredity, gene expression and gene regulation and explain their significance to the functioning of biological systems (GE #1);
- Illustrate and explain the structure and function of animal and plant cells and sub-cellular organelles (GE #1);
- Illustrate and explain the function of biomolecules at the sub-cellular and cellular level (GE #1);
- Draw conclusions from experimentally derived data in the laboratory (GE #1, #4).
- Draw conclusions from experimentally derived data from the polymerase chain reaction (PCR) laboratory experiment (GE #1, #4).

III. Topics

All learners will have in-depth knowledge of the language of cellular and molecular biology, animal and plant cellular structure and function: Students will explain fundamental concepts associated with atomic structure, chemical bonding, water chemistry, and pH, and apply these concepts to the functioning of biological systems; Students will identify the basic structures and describe the functions of the four major classes of biological macromolecules and cellular structures, including eukaryotic organelles and membranes (and may include prokaryotic cells and viral particles, as well); Students will describe the processes of cellular transport, signaling, introductory intermediary metabolism, photosynthesis, cell division (mitosis and meiosis), heredity, gene expression and gene regulation and explain their significance to the functioning of biological systems; Students will apply scientific reasoning to draw conclusions from experimentally derived data from the Using a Single-Nucleotide Polymorphism to Predict Bitter-Tasting Ability laboratory experiment.

BIOL 191: Introduction to Organismal Biology

Units (Credits): 3; Prerequisites: [BIOL 190](#), [BIOL 190L](#) ; Corequisites: [BIOL 191L](#)

Combines the principles of botany and zoology into one course. Topics include natural selection, ecology, populations and communities, characteristics of prokaryotes, protists, fungi, and comparative life processes in plants and animals.

II. Course Objectives and Linkage to General Education Program

The information in the parentheses after a course objective refers to the specific general education (GE) learning outcome that the objective meets. Objectives without this information are not linked to WNC's general education program. Upon successful completion of BIOL

191 Introduction to Organismal Biology and BIOL 191L Introduction to Organismal Biology Laboratory, (defined as a 75% course score or better) learners will be able to:

- Describe and explain the principles of classifying organisms (GE #1);
- Illustrate and explain the structural and physiological functions of organisms (GE #1);
- Illustrate and explain the concepts of ecology, evolution and speciation (GE #1);
- Draw conclusions from experimentally derived data in the laboratory (GE #1, #4).
- Apply the scientific method by designing a controlled experiment by collecting, graphing, statistically analyzing, and interpreting data (GE #1).

III. Topics

The distribution and abundance of organisms is determined by the interactions between other organisms and the environment; how ecological principles operate at the levels of the individual organism, the population, the community, and the ecosystem; the characteristics, phylogenetic diversity, and ecology of the prokaryotic and eukaryotic kingdoms; the structure and function of animal and plants, and how they relate to environmental adaptations; the underlying mechanisms of evolution; the use of standard laboratory equipment in a safe and accurate manner; applying the scientific method; the major groups of organisms; classify the major groups of organisms within a phylogenetic framework; present scientific findings using discipline-standard formats.

BIOL 191L: Introduction to Organismal Biology Lab

Units (Credits): 1; Corequisites: [BIOL 191](#)

Combines the principles of botany and zoology into one course. Topics include natural selection, ecology, populations and communities, characteristics of prokaryotes, protists, fungi, and comparative life processes in plants and animals.

II. Course Objectives and Linkage to General Education Program

The information in the parentheses after a course objective refers to the specific general education (GE) learning outcome that the objective meets. Objectives without this information are not linked to WNC's general education program. Upon successful completion of BIOL 191 Introduction to Organismal Biology and BIOL 191L Introduction to Organismal Biology Laboratory, (defined as a 75% course score or better) learners will be able to:

- Describe and explain the principles of classifying organisms (GE #1);
- Illustrate and explain the structural and physiological functions of organisms (GE #1);
- Illustrate and explain the concepts of ecology, evolution and speciation (GE #1);
- Draw conclusions from experimentally derived data in the laboratory (GE #1, #4).
- Apply the scientific method by designing a controlled experiment by collecting, graphing, statistically analyzing, and interpreting data (GE #1).

III. Topics

The distribution and abundance of organisms is determined by the interactions between other organisms and the environment; how ecological principles operate at the levels of the individual organism, the population, the community, and the ecosystem; the characteristics, phylogenetic diversity, and ecology of the prokaryotic and eukaryotic kingdoms; the structure and function of animal and plants, and how they relate to environmental adaptations; the underlying mechanisms of evolution; the use of standard laboratory equipment in a safe and accurate manner; applying the scientific method; the major groups of organisms; classify the major groups of organisms within a phylogenetic framework; present scientific findings using discipline-standard formats.

BIOL 200: Elements of Human Anatomy & Physiology

Units (Credits): 3; Prerequisites: none

Provides students with an intense descriptive overview of anatomy and physiology with related, illustrative pathology and microbiology.

II. Course Objectives and Linkage to General Education Program

The information in the parentheses after a course objective refers to the specific general education (GE) learning outcome that the objective meets. Objectives without this information are not linked to WNC's general education program. Upon successful completion of BIOL

200, Elements of Human Anatomy and Physiology, (defined as a 75% course score or better) learners will be able to:

- Describe the anatomy and physiology of the 11 systems of the body (GE #1);
- Illustrate and explain the function of cell types in the human body (GE #1, #4);
- Illustrate and explain the function of biomolecules in the human body (GE #1);
- Draw conclusions of elementary (sophomore) level system pathologies of humans (GE #1).

III. Topics

All students will have a basic (one semester of a non-lab-based one-semester course) knowledge of the human integumentary, muscular, skeletal, nervous, endocrine, circulatory, pulmonary, digestive, urinary, immune, and reproductive systems, and their applications to human health, pathology and some fundamental applied microbiology (to each organ system).

BIOL 204: Elements of Human Anatomy & Physiology Lab

Units (Credits): 1; Corequisites: [BIOL 200](#)

Provides students with an intense descriptive overview of anatomy and physiology with related, illustrative pathology and microbiology.

II. Course Objectives and Linkage to General Education Program

The information in the parentheses after a course objective refers to the specific general education (GE) learning outcome that the objective meets. Objectives without this information are not linked to WNC's general education program. Upon successful completion of BIOL 200, Elements of Human Anatomy and Physiology, (defined as a 75% course score or better) learners will be able to:

- Describe the anatomy and physiology of the 11 systems of the body (GE #1);
- Illustrate and explain the function of cell types in the human body (GE #1, #4);
- Illustrate and explain the function of biomolecules in the human body (GE #1);
- Draw conclusions of elementary (sophomore) level system pathologies of humans (GE #1).

III. Topics

All students will have a basic (one semester of a non-lab-based one-semester course) knowledge of the human integumentary, muscular, skeletal, nervous, endocrine, circulatory, pulmonary, digestive, urinary, immune, and reproductive systems, and their applications to human health, pathology and some fundamental applied microbiology (to each organ system).

BIOL 208: Introduction to Human Genetics

Units (Credits): 3; Prerequisites: [BIOL 190](#), [CHEM 220](#)

Offers a basic science (Mendelian genetics, cytogenetics, molecular genetics) and detailed clinical case study and correlation-oriented (pedigree analysis, gene cloning, inborn errors of metabolism) course that demonstrates the principles of genetics/heredity in human health and disease. Strongly recommended for those pursuing pre-medical studies.

BIOL 212: Introduction to Human Genetics Lab

Units (Credits): 1; Corequisites: [BIOL 208](#)

Provides an opportunity to learn how to extract and amplify genomic DNA using the polymerase chain reaction; apply concepts of chemistry and evolutionary biology to study an organism they choose; identify a question involving their chosen organism and answer it using DNA technology; research and identify protocols and materials such as M-SAT primers specific to the organism they choose; subject data to statistical analysis and relate their findings to concepts of evolution.

BIOL 223: Human Anatomy and Physiology I

Units (Credits): 4; Prerequisites: [BIOL 190](#), [BIOL 190L](#) with a grade of C or better or [CHEM 121](#) with a grade of C or better or meet nursing program chemistry requirement

Offers detailed study of cellular functions and the integumentary, skeletal, muscular, and nervous systems. Primarily for physical education, pre-nursing and other pre-health majors. NOTE: For programs that require BIOL 223 and 224, both courses must be completed at the same institution if taken outside Nevada. May be repeated a maximum of two times within the last five years.

II. Course Objectives and Linkage to General Education Program

The information in the parentheses after a course objective refers to the specific general education (GE) learning outcome that the objective meets. Objectives without this information

are not linked to WNC's general education program. Upon successful completion of BIOL 223, Human Anatomy and Physiology I, (defined as a 75% course score or better) learners will be able to:

- Describe the anatomy and physiology of the tissues in the human body, the integumentary, skeletal (including the major articulations), muscular and nervous (to include the cranial nerves and special senses) systems of the body (GE #1);
- Illustrate and explain the function of cell and tissue types in the human body (GE #1);
- Illustrate and explain the function of biomolecules at the sub-cellular and cellular level in the human body (GE #1);
- Draw conclusions from experimentally derived data in the laboratory (GE #1, #4).

III. Topics

All students will have in-depth (first semester of a lab-based two-semester sequence) knowledge of the human integumentary, muscular, skeletal (including major articulations), nervous, systems, and their applications to human health and some fundamental pathology to each organ system. In addition, all learners will have in-depth knowledge of the language of anatomy and physiology, the four major classes of biomolecules, cellular anatomy and physiology, introduction to tissues in the human body and introductory intermediary metabolism.

BIOL 224: Human Anatomy and Physiology II

Units (Credits): 4; Prerequisites: BIOL 223 with a grade of C or better

Offers a detailed study of the anatomy and physiology of the circulatory, immune, respiratory, digestive, urinary, endocrine and reproductive systems. Primarily for physical education, pre-nursing and other pre-health majors. NOTE: For programs that require BIOL 223 and 224, both courses must be completed at the same institution if taken outside Nevada. May be repeated a maximum of two times within the last five years.

II. Course Objectives and Linkage to General Education Program

The information in the parentheses after a course objective refers to the specific general education (GE) learning outcome that the objective meets. Objectives without this information are not linked to WNC's general education program. Upon successful completion of BIOL 223, Human Anatomy and Physiology I, (defined as a 75% course score or better) learners will be able to:

- Describe the anatomy and physiology of the circulatory, immune, respiratory, digestive, urinary, endocrine and reproductive systems (GE #1);
- Illustrate and explain the function of cell and tissue types in the human body (GE #1);
- Illustrate and explain the function of biomolecules at the sub-cellular and cellular level in the human body (GE #1);
- Draw conclusions from experimentally derived data in the laboratory (GE #1, #4).

III. Topics

All students will have in-depth (second semester of a lab-based two-semester sequence) knowledge of the human circulatory, immune, respiratory, digestive, urinary, endocrine and reproductive systems and their applications to human health and some fundamental pathology to each organ system, e.g., this may include lecture topics on elementary EKG interpretation and arterial blood gas interpretation.

BIOL 251: General Microbiology

Units (Credits): 4; Corequisites: BIOL 190, BIOL 190L

Emphasizes the distribution, form, structure and physiology of microorganisms in laboratory. Develops the student's skills in aseptic procedures, isolation and identification. Recommended for all allied health majors. May be repeated a maximum of two times within the last five years.

II. Course Objectives and Linkage to General Education Program

The information in the parentheses after a course objective refers to the specific general education (GE) learning outcome that the objective meets. Objectives without this information are not linked to WNC's general education program. Upon successful completion of BIOL 251, General Microbiology, (defined as a 75% course score or better) learners will be able to:

- Describe the anatomy and physiology, pathology and fundamental therapeutic treatments of the different genera of micro-organisms (GE #1);

- Illustrate and explain the function of cellular and non-cellular types of micro-organisms (GE #1);
- Illustrate and explain the characteristics of micro-organisms at the laboratory, sub-cellular and cellular level (GE #1);
- Draw conclusions from experimentally derived data in the laboratory (GE #1, #4).

III. Topics

All students will have in-depth (one semester of a lab-based one-semester course) knowledge of microbial structures and the metabolic strategies, genetics, and ecology of prokaryotic microbes, eukaryotic microbes, and viruses using appropriate terminology; hypothetical or literature-based disease scenarios; scientific reasoning and the principles of disease prevention, pathogenicity, epidemiology, and host immune responses; and develop a plan of disease control or prevention; using proper aseptic laboratory technique to transfer, isolate, and stain cultured microorganisms, and then analyze their macro- and micro-morphological characteristics; to apply scientific reasoning to deduce the identification of or test hypotheses about microorganisms.

BIOL 275: Gross Anatomy Dissection

Units (Credits): 1; Prerequisites: none

Introduces students to the dissection of the human body for scientific learning purposes in an intense, one semester lab course. Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS degree.

Business (BUS)

Career and Technical Education Division

BUS 101: Introduction to Business

Units (Credits): 3; Prerequisites: none

Provides students a broad background about the modern business world. An important course for students who are considering choosing a business major.

BUS 107: Business Speech Communications

Units (Credits): 3; Prerequisites: none

Focuses on speech communication skills. Includes effective listening and feedback methods, voice improvement, group and team interaction, developing messages for positive and negative audiences, preparation and presentation of an oral report.

BUS 108: Business Letters and Reports

Units (Credits): 3; Prerequisites: ENG099 with a grade of C or better, or appropriate score on WNC placement examination or equivalent examination

Develops letter and report writing skills including proper word choice, letter tone, and structure. Demonstrates how these skills are best used in business letters, memoranda, reports and other business documents.

BUS 109: Business Mathematics

Units (Credits): 3; Prerequisites: none

Reviews fundamental mathematical processes for the vendor and the consumer. Discounts, commissions, depreciation, overhead and interest rates are included. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

BUS 110: Human Relations For Employment

Units (Credits): 1–3; Prerequisites: none

Provides students/prospective employees with knowledge and understanding of self and others for effective interactions in the workplace. Emphasizes employability skills such as communication, work habits and attitudes, ethics, conflict management, motivation and problem solving. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

BUS 271: Introduction to Employment Law

Units (Credits): 3; Prerequisites: BUS 101; Recommended: MGT 283

Provides a framework to develop productive and effective employers and employees in the workplace. Topics include federal and state labor and employment laws and how they impact employers, employees and the workforce environment.

BUS 273: Business Law I

Units (Credits): 3; Prerequisites: none; Recommended: [BUS 101](#), [BUS 108](#)

Teaches the nature and sources of law. Studies the court systems and law as related to contracts, negotiable instruments, sales, insurance, and agencies.

BUS 274: [Business Law II](#)

Units (Credits): 3; Prerequisites: [BUS 273](#)

Teaches the nature and sources of law. Studies the court systems and law as related to contracts, negotiable instruments, sales, insurance, and agencies.

BUS 299: [Business Capstone](#)

Units (Credits): 3; Prerequisites: Completion of a minimum of 45 units of requirements for an AAS in Business, or consent of instructor.

Concludes various business concepts introduced throughout the business program by merging acquired skills and concepts through the business plan with additional emphasis on job preparation and business ethics.

[Chemistry \(CHEM\)](#)

[Liberal Arts](#) Division

CHEM 100: [Molecules and Life in the Modern World](#)

Units (Credits): 3; Prerequisites: [MATH 120](#) or higher

Introduces chemistry with emphasis on impacts on human society, environmental issues, energy sources and life processes. Includes four laboratory experiences.

II. [Course Objectives and Linkage to General Education Program](#)

The information in the parentheses after a course objective refers to the specific general education (GE) learning outcome that the objective meets. Objectives without this information are not linked to WNC's general education program. Upon successful completion of CHEM 100, [Molecules and Life in the Modern World](#), (defined as a 75% course score or better) learners will be able to:

- Describe and balance at least three different types of chemical reactions (GE #1);
- Illustrate and explain the function of subatomic particles in atoms (GE #1);
- Illustrate and explain the role chemicals play in our environment (GE #1);
- Illustrate and explain the role chemicals play in our daily lives and our health (GE #1);
- Draw conclusions with basic calculations of and from four (4) non-major's chemistry laboratory experiences (GE #1, #3).

III. [Topics](#)

All students will have a basic (one semester of a non-traditionally-lab-experienced one-semester course) knowledge of chemistry; including basic concepts of atoms, molecules, chemical reactions, terminology, and their applications to human health and our environment.

CHEM 121: [General Chemistry I](#)

Units (Credits): 4; Prerequisites: [MATH 126](#) with a grade of C or higher or appropriate score on the WNC placement or equivalent test.

Provides fundamentals of chemistry including reaction stoichiometry, atomic structure, chemical bonding, molecular structure, states of matter and thermochemistry. Three hours lecture/three hours laboratory.

II. [Course Objectives and Linkage to General Education Program](#)

The information in the parentheses after a course objective refers to the specific general education (GE) learning outcome that the objective meets. Objectives without this information are not linked to WNC's general education program. Upon successful completion of CHEM 121, [General Chemistry I](#), (defined as a 75% course score or better) learners will be able to:

- Describe, identify and balance the six (6) general types of chemical, as well as college freshman level reduction-oxidation, reactions (GE #1);
- Illustrate and explain the chemistry and function of aqueous solutions of acids and bases (GE #1);
- Illustrate and explain the role thermochemistry plays in forming molecules in the solid, liquid and gaseous states (GE #1);
- Illustrate and explain the role the periodic table plays in chemistry (GE #1);
- Draw conclusions with basic calculations of and from general chemistry laboratory experiences (GESLO #1, #4).

III. Topics

All students will have a basic (first semester of a two semester laboratory-based course) knowledge of the principles of Chemical Reactions, Stoichiometry, Atomic structure, Chemical bonding, Molecular structure, States of matter, Aqueous solutions, Acid-base chemistry, Redox reactions, Thermochemistry; and Have practiced the laboratory methods needed to observe and measure the above.

CHEM 122: General Chemistry II

Units (Credits): 4; Prerequisites: [CHEM 121](#), [MATH 126](#), [MATH 127](#), [MATH 128](#)

Provides fundamentals of chemistry including solutions, kinetics, equilibria, thermodynamics, electrochemistry, nuclear chemistry and properties of inorganic and organic compounds. Three hours lecture/three hours laboratory.

II. Course Objectives and Linkage to General Education Program

The information in the parentheses after a course objective refers to the specific general education (GE) learning outcome that the objective meets. Objectives without this information are not linked to WNC's general education program. Upon successful completion of CHEM 122, General Chemistry II, (defined as a 75% course score or better) learners will be able to:

- Describe, identify and apply balanced college freshman level reduction-oxidation reactions to electrochemical applications (GE #1);
- Illustrate and explain the role solubility and acid-base balance plays in solution chemistry (GE #1);
- Illustrate and explain the role thermodynamics and kinetics play in determining reaction direction (GE #1);
- Illustrate and explain introductory organic and biological chemistry reactions of a fundamental nature (GE #1);
- Draw conclusions with basic calculations of and from general chemistry and qualitative analysis laboratory experiences to develop problem solving in a systematic manner (GE #1, #4).

III. Topics

All students will have a basic (second semester of a two semester laboratory-based course) knowledge of the Principles of Solutions, Solubility, Colligative properties, Kinetics, Chemical equilibrium, Applications of aqueous equilibria including acid-base equilibria and solubility product; Basic thermodynamics, electrochemistry, and nuclear chemistry; Properties of inorganic and organic compounds; Qualitative analysis; Applications to biologically important molecules; and Have practiced the laboratory methods needed to observe and measure the above.

CHEM 220: Introductory Organic Chemistry

Units (Credits): 4; Prerequisites: [CHEM 121](#); Recommended: [CHEM 122](#)

Surveys the principles of carbon chemistry. Credit allowed in only one of CHEM 220 or 241. Three hours lecture/three hours laboratory.

CHEM 241: Organic Chemistry I

Units (Credits): 3; Prerequisites: [CHEM 122](#)

Introduces the chemistry of carbon compounds; functional groups; relationships among molecular structure, properties and reactivity and biological relevance. For life and environmental sciences majors. Credit allowed in only one of CHEM 220 or 241. Three hours lecture.

CHEM 241L: Organic Chemistry for Life Sciences Laboratory I

Units (Credits): 1; Prerequisites: [CHEM 122](#) ; Corequisites: [CHEM 241](#)

Introduces the chemistry of carbon compounds; functional groups; relationships among molecular structure, properties and reactivity and biological relevance. For life and environmental sciences majors. Three hours laboratory.

CHEM 242: Organic Chemistry II

Units (Credits): 3; Prerequisites: [CHEM 241](#)

Provides an emphasis on functional groups, fundamental reaction mechanisms, and biomolecules. For life science and sciences majors. Continues CHEM 241. Three hours lecture.

CHEM 242L: Organic Chemistry for Life Sciences Laboratory II

Units (Credits): 1; Prerequisites: [CHEM 241](#) & [CHEM 241L](#) ; Corequisites: [CHEM 242](#)

Provides an emphasis on functional groups, fundamental reaction mechanisms, and biomolecules. For life science and sciences majors. Three hours laboratory.

Chinese (CHI)Liberal Arts Division**CHI 101: Chinese, Conversational I**

Units (Credits): 3; Prerequisites: none

Emphasizes oral communication skills, reading and writing. Chinese-English vocabulary is developed. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

CHI 102: Chinese, Conversational IIUnits (Credits): 3; Prerequisites: CHI 101

Continues skills learned in CHI 101. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

CISCO Technology (CSCO)Career and Technical Education Division**CSCO 120: CCNA Internetworking Fundamentals**

Units (Credits): 4; Prerequisites: none

Introduces the architecture, structure, functions, components, and models of the Internet and other computer networks. Uses the OSI and TCP layered models to examine the nature and roles of protocols and services at the application, network, data link, and physical layers. Principles and structure of IP addressing and the fundamentals of Ethernet concepts, media, and operations are introduced.

CSCO 121: CCNA Routing Protocols and ConceptsUnits (Credits): 4; Prerequisites: CSCO 120 or consent of instructor

Covers the architecture, components, and operation of routers, and explains the principles of routing and routing protocols. Students analyze, configure, verify, and troubleshoot the primary routing protocols RIPv1, RIPv2, EIGRP, and OSPF.

CSCO 130: Fundamentals of Wireless LANs

Units (Credits): 4; Prerequisites: none

Introduces wireless LAN concepts and focuses on the design, planning, implementation, operation and troubleshooting of wireless networks. Covers a comprehensive overview of technologies, security and design best practices with particular emphasis on hands-on skills. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

CSCO 220: CCNA LAN Switching and Wireless FundamentalsUnits (Credits): 4; Prerequisites: CSCO 120

Covers an in-depth understanding of how switches operate and are implemented in the LAN environment for small and large networks. Beginning with a foundational overview of Ethernet, provides detailed explanations of LAN switch operation, VLAN implementation, Rapid Spanning Tree Protocol (RSTP), VLAN Trunking Protocol (VTP), Inter-VLAN routing, and wireless network operations. Students analyze, configure, verify, and troubleshoot VLANs, RSTP, VTP, and wireless networks. Campus network design and Layer 3 switching concepts are introduced.

CSCO 221: CCNA WAN FundamentalsUnits (Credits): 4; Prerequisites: CSCO 121 & CSCO 220

Explains the principles of traffic control and access control lists (ACLs) and provides an overview of the services and protocols at the data link layer for wide-area access. Students learn how to implement and configure Point-to-Point Protocol (PPP), Point-to-Point Protocol over Ethernet (PPPoE), DSL, and Frame Relay. WAN security concepts, tunneling, and VPN basics are also introduced.

CSCO 230: Fundamentals of Network SecurityUnits (Credits): 4; Prerequisites: CSCO 121

Prepares students for certification in Cisco and CompTIA security. Teaches how to design and implement security solutions to reduce the risk of revenue loss and vulnerability. Combines hands-on experience, instructor-led lectures, and a Web based curriculum for students. Provides an introduction to network security and overall security processes. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

CSCO 280: CCNP Advanced RoutingUnits (Credits): 4; Prerequisites: CSCO 221 or CCNA Certification

Prepares students with the knowledge and skills to necessary to use advanced IP addressing and routing in implementing scalability for Cisco ISR routers connected to LANs and WANs. Covers topics on Advanced IP Addressing, Routing Principles, Multicast Routing, IPv6, Manipulating Routing Updates, and configuring basic BGP, Configuring EIGRP, OSPF, and IS-IS. Recommended preparation for the Building Scalable Cisco Internetworks exam; required to become a Cisco Certified Network Professional (CCNP).

CSCO 281: CCNP Implementing Secure Converged Wide Area Networks

Units (Credits): 4; Prerequisites: CSCO 221 or CCNA Certification

Prepares students with the knowledge and skills to secure and expand the reach of an enterprise network to teleworkers and remote sites with focus on securing remote access and VPN client configuration. Covers topics on the Cisco hierarchical network model as it pertains to the WAN, teleworker configuration and access, frame mode MPLS, site-to-site IPSEC VPN, Cisco EZVPN, strategies used to mitigate network attacks, Cisco device hardening and IOS firewall features. Recommended preparation for the Implementing Secure Converged Wide Area Networks exam; required to become a Cisco Certified Network Professional (CCNP).

CSCO 282: CCNP Multilayer Switching

Units (Credits): 4; Prerequisites: CSCO 221 Or CCNA Certification

Covers knowledge and skills necessary to implement scalable multilayer switched networks. Includes topics on Campus Networks, describing and implementing advanced Spanning Tree concepts, VLANs and Inter-VLAN routing, High Availability, Wireless Client Access, Access Layer Voice concepts, and minimizing service Loss and Data Theft in a Campus Network. Recommended preparation for the Multi-layer Switching exam; required to become a Cisco Certified Network Professional (CCNP).

CSCO 283: CCNP Optimizing Converged Internetworks

Units (Credits): 4; Prerequisites: CSCO 221 or CCNA Certification

Provides the knowledge and skills necessary in optimizing and providing effective QoS techniques for converged networks. Topics include implementing a VOIP network, implementing QoS on converged networks, specific IP QoS mechanisms for implementing the DiffServ QoS model, AutoQoS, wireless security and basic wireless management. Recommended preparation for the Optimizing Converged Cisco Networks exam; required to become a Cisco Certified Network Professional (CCNP).

Civil Engineering (CEE)

Career and Technical Education Division

CEE 140: Introduction to Civil Engineering

Units (Credits): 2; Prerequisites: none

Introduces students to the nature and theory of Civil Engineering and the means and methods used to design and develop Civil Engineering projects such as highways, bridges and subdivisions. Students will demonstrate competencies by completing assigned projects.

CEE 411: Environmental Law

Units (Credits): 3; Prerequisites: admission to the BTech program or consent of advisor

Examines current federal laws, rules and regulations concerning the environment. Emphasis on court decisions and interpretations of the law.

CEE 462: Construction Cost Estimating

Units (Credits): 3; Prerequisites: CONS 121, MATH 126 or higher, admission to the BTech program or consent of advisor

Develops students full comprehension of cost estimation in all aspects of construction. Covers quantity take-off, labor cost, equipment costs, subcontracts, overhead costs, profit, and bidding. Special emphasis will be placed on commercial construction.

CEE 463: Project Scheduling

Units (Credits): 3; Prerequisites: CONS 281, MATH 127 or higher, admission to the BTech program or consent of advisor

Covers project planning, order of project completion, scheduling basics, types of schedules, schedule outputs and reports, project progress, special topics.

CEE 464: Construction Law

Units (Credits): 2; Prerequisites: admission to the BTech program or consent of advisor

Covers bids and bid mistakes, contracts and contract documents, performance, liens, bonds, and arbitration vs. litigation, including case studies.

CEE 465: Construction Cost Accounting

Units (Credits): 2; Prerequisites: ACC 201 and admission to the BTech program or consent of advisor

Explores direct material costs, direct labor costs, other direct costs, indirect costs, progress billings, profitability and economic survival.

CEE 466: Construction Management

Units (Credits): 2; Prerequisites: CEM 456 admission to the BTech program or consent of advisor; Corequisites: CEM 456

Covers material to help students develop an understanding in the practices of construction management, taking into account construction manuals developed by the industry. Focuses on heavy civil projects and encourages participants to develop a complete bid package of such projects.

CEE 495: Special Topics

Units (Credits): 3; Prerequisites: CONS 108, CONS 114, CEM 456 admission to the BTech program or consent of advisor.

Allows for study and/or experimentation in areas of special current and modern fields that concern construction managers. The course will train students to research different possibilities and their implications for the modern construction industry.

Communication (COM)

Liberal Arts Division

COM 101: Oral Communications

Units (Credits): 3; Prerequisites: none

Introduces the principles and practices of public speaking.

COM 102: Introduction to Interpersonal Communication

Units (Credits): 3; Prerequisites: none

Introduces the field, principles and concepts of interpersonal communication.

COM 103: Conversation for English Language Learners

Units (Credits): 3; Prerequisites: Basic English skills in speaking, reading, and writing, or consent of instructor.

Studies conversation and pronunciation for intermediate to advanced English language learners. Covers a variety of discussion topics, emphasizing fluency and accuracy of spoken English. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

COM 113: Fundamentals of Speech Communication

Units (Credits): 3; Prerequisites: none

Studies theories and principles of speech, public speaking, discussion, interpersonal communication and oral interpretation.

COM 213: Public Speaking

Units (Credits): 3; Prerequisites: none

Practices the delivery and theory in the composition of public speeches, including message development, organization and style.

COM 299: Special Topics in Communication

Units (Credits): 1–3; Prerequisites: none

Investigates a special topic or technique of speech communication.

COM 412: Intercultural Communication

Units (Credits): 3; Prerequisites: admission to the BTech program or consent of advisor

Factors important to meaningful communication across cultures with emphasis on intercultural differences in North America.

Community Health Sciences (CHS)

Nursing and Allied Health Division

CHS 102: Foundations of Personal Health and Wellness

Units (Credits): 3; Prerequisites: none

Covers lifelong tools that will help enhance wellness. Health values, attitudes and behaviors of self and others will be explored. Students will be active in design and execution of personal fitness and wellness plans.

Computer Aided Drafting (CADD)

Career and Technical Education Division

CADD 100: Introduction to Computer Aided Drafting

Units (Credits): 3; Prerequisites: IS 101, MATH 110 or higher; Recommended: DFT 100, COT 204 or equivalent experience

Uses AutoCAD software to produce working drawings. Emphasizes constructing and editing two-dimensional geometry and placing drawing annotation.

CADD 105: Intermediate Computer-Aided Drafting

Units (Credits): 3; Prerequisites: CADD 100 or consent of instructor

Provides instruction and training in advanced two-dimension AutoCAD commands. Covers the use of symbols and symbol libraries. Introduces three-dimensional drawing.

CADD 120: Architectural Drafting I

Units (Credits): 3; Prerequisites: CADD 100 or equivalent experience

Stresses blueprint reading skills. Introduces residential working drawing concepts leading to a full set of professional level working drawings. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

CADD 140: Technical Drafting I

Units (Credits): 3; Prerequisites: DFT 100, CADD 100 or consent of instructor

Extends the knowledge gained in DFT 100 to manufacturing industry-type situations. Applies industry standards to advanced drafting problems using Computer Aided Drafting techniques.

CADD 141: Technical Drafting II

Units (Credits): 3; Prerequisites: CADD 140 or consent of instructor

Introduces shop processes, detail working drawings, precision dimensioning, limits and tolerances, design layouts, shop notes, parts lists, assembly drawings, developments and intersections, and pictorial drawings. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

CADD 198: Special Topics in CADD

Units (Credits): 1–6; Prerequisites: none

Applies to assorted short courses and workshops covering a variety of subjects. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

CADD 200: Advanced Computer Aided Drafting

Units (Credits): 3; Prerequisites: CADD 105 or equivalent experience

Provides training and instruction on the advanced features of AutoCAD. Develops new skills in use of external references, 3-D drafting and solid modeling. Introduces potential within AutoCAD.

CADD 210: CADD Project

Units (Credits): 3; Prerequisites: CADD 105 and consent of instructor

Offers practical experience in completing a major project in a desired CADD study discipline. Offered on a contractual basis only. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

CADD 220: Architectural Drafting II

Units (Credits): 3; Prerequisites: CADD 105, CADD 120 or consent of instructor

Stresses commercial applications of architectural drafting principles. Introduces building codes and design principles. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

CADD 225: Architectural Computer Aided Drafting I

Units (Credits): 3; Prerequisites: CADD 105, CADD 120 or consent of instructor

Provides instruction in using the AutoCAD software to produce architectural drawings. Areas covered will include residential floor plans, sections, details and elevation drawings. Some exposure to commercial architecture may also be included. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

CADD 230: Civil Drafting I

Units (Credits): 3; Prerequisites: CADD 105 or consent of instructor

Teaches the use of AutoDesk Civil 3D software for producing Civil Engineering working drawings. Focuses on the development of "existing conditions" drawings from surveyed data that will be suitable for designing civil engineering improvements and will move into the development of a civil engineering plan layout. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

CADD 231: Civil Drafting II

Units (Credits): 3; Prerequisites: CADD 230 or consent of instructor

Teaches the use of AutoDesk Civil 3D software for producing Civil Engineering working drawings. Focuses on the development of "design" drawings based on surveyed data. Starting with an existing conditions electronic drawing complete with topography and existing improvements, the student will complete the process of developing a finished set of drawings, including the elements of linear and localized civil projects. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

CADD 242: Advanced Technical Drafting

Units (Credits): 3; Prerequisites: CADD 141, MATH096

Teaches geometric tolerancing and dimensioning, and descriptive geometry. Offers project design/layout within a team environment. Includes supervision/organization of team effort and tooling required for design problem.

CADD 245: Solid Modeling and Parametric Design

Units (Credits): 3; Prerequisites: none

Provides training and instruction in using parametric solid modeling software to create solid model parts, assemblies and working drawings.

CADD 260: Introduction to CAD/CAM

Units (Credits): 3; Prerequisites: CADD 242, MATH 127

Offers instruction in design techniques for manufacturing processes using CAD/CAM technology. Introduces conversion from CAD drafting database to NC machine code. Includes NC machining introduction. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

CADD 290: Internship in CADD

Units (Credits): 1–6; Prerequisites: consent of instructor

Offers on-the-job supervised and educationally directed work experience. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

CADD 295: Independent Study

Units (Credits): 3; Prerequisites: consent of instructor

Offers a course for students with a particular interest in a specific drafting area. Offered on a contractual basis only. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

Computer Engineering (CPE)

Liberal Arts Division

CPE 201: Digital Design

Units (Credits): 3; Prerequisites: CS 135

Offers fundamentals of digital design. Topics include number bases, binary arithmetic, Boolean logic, minimizations, combinational and sequential circuits, registers, counters, memory, programmable logic devices, and register transfer.

Computer Information Technology (CIT)

Career and Technical Education Division

CIT 110: A+ Hardware

Units (Credits): 3; Prerequisites: none

Introduces the fundamentals of computer system repair. Students learn the hardware and software elements that define an operating computing system. Troubleshooting methods and the use of diagnostic tools are taught with reinforcement provided, using hands-on exercises. Successful completion of this course will place a student in good standing to take the nationally recognized A+ certification exam created by the computing industry.

CIT 111: A+ Software

Units (Credits): 3; Prerequisites: none

Prepares student with lectures and tests to take and pass the A+ DOS/Windows module test. Students must also take and pass the A+ Hardware test to be A+ certified.

CIT 112: Network +

Units (Credits): 3; Prerequisites: none

Introduces the fundamentals of computer networking. Students are instructed in hardware and software skills necessary to seek employment in networking computer systems. Topics include the OSI model, network topologies, networking standards, networking devices and networking media. Successful completion of this course provides the background to take the nationally recognized N+ certification exam created by the computing industry. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

CIT 114: IT Essentials

Units (Credits): 4; Prerequisites: none

Provides a comprehensive overview of the primary operating systems and the support of hardware devices. Demonstrates the integration between hardware and software. Emphasis is on installing, configuring, troubleshooting and upgrading a PC and working with computer users as an IT technician. Non-transferable for a NSHE baccalaureate degree Non-applicable towards an AA or AS degree

CIT 128: Introduction to Software Development

Units (Credits): 4; Prerequisites: MATH095 or appropriate score on WNC placement examination or equivalent examination

Offers an introduction in programming and software development, assuming that students have no prior programming experience. Teaches the basic syntax of a programming language and stresses the principles of good software engineering. Covers HTML (the language of the Web), web scripting (dynamic Web content), and SQL (structured query language, which is used to access relational databases). Non-transferable for a NSHE baccalaureate degree Non-applicable towards an AA or AS degree

CIT 129: Introduction to Programming

Units (Credits): 3; Prerequisites: IS 101 or consent of instructor

Offers a language-independent, introductory course on computer program design and development. Emphasizes identification and solution of business problems through various design tools.

CIT 130: Beginning Java

Units (Credits): 3; Prerequisites: CIT 129 or previous programming experience with consent of instructor

Teaches Java, an object-oriented programming language used in general-purpose computing, web development, client-server computing, n-tier e-commerce applications, and web-based applets. Object-oriented programming techniques and hands-on learning will be emphasized. Students will complete several computer programming projects.

CIT 132: Beginning Visual Basic

Units (Credits): 3; Prerequisites: CIT 129 or consent of instructor

Provides an introduction to the Visual Basic.NET computer programming language. Emphasis placed on the creation of object-oriented, event-driven programs that utilize graphic user interfaces. Use of a modern integrated development environment, modeling tools, and techniques will be stressed. Object-oriented programming techniques and hands-on learning will be emphasized. Students will complete several computer programming projects.

CIT 133: Beginning C++

Units (Credits): 3; Prerequisites: CIT 129 or consent of instructor

Teaches the "C++" programming language. Object-oriented programming techniques and hands-on learning will be emphasized. Students will complete several computer programming projects.

CIT 150: Introduction to Internet

Units (Credits): 1–3; Prerequisites: none

Offers a basic introduction to the Internet and World Wide Web. Covers evaluating e-mail alternatives, introduction to Netscape Navigator and Microsoft Internet Explorer, using search engines, finding and using information on the web, and obtaining software tools.

CIT 151: Beginning Web Development

Units (Credits): 3; Prerequisites or Corequisites: IS 101 or consent of instructor

Introduces students to XHTML and web page construction. Topics cover construction and management of websites and creation of web pages utilizing standards-based technologies such as Cascading Style Sheets. Emphasizes

developing interoperable websites that work with standards compliant web browsers. Interoperability with non-standards-compliant web browsers is covered. As a technology driven course, graphic design is not emphasized. May be taught using basic text editing or a web-development tool such as Dreamweaver.

CIT 152: Web Script Language Programming

Units (Credits): 3; Prerequisites: CIT 151

Teaches client-side scripting of web pages with an emphasis on JavaScript and standards-compliant, browser independent, DHTML. Emphasis on form validation, user interaction, and dynamic scripting of Cascading Style Sheets. Builds on techniques presented in CIT 151. An understanding of website structure, HTML/XHTML or equivalent, Cascading Style Sheets, and standards compliance is required.

CIT 157: Graphics For the Web

Units (Credits): 3; Prerequisites: IS 101 or consent of instructor

Introduces students to the specific requirements of web graphics, including, but not limited to, file properties and formats, file management, cross-platform issues, and accessibility issues. Students will participate in hands-on creation and modification of graphics as well as integration of graphics into web pages. All lessons include relevant information regarding accessibility and project management. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

CIT 161: Essentials of Information Security

Units (Credits): 3; Prerequisites: none

Introduces students to fundamental concepts of information security. Provides a basic understanding of best practices and current standards and will explore topics of increasing importance in the industry as a whole. Provides practical knowledge and skills using monitoring and detection tools in a hands-on lab environment. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

CIT 165: Introduction to Convergence

Units (Credits): 3; Prerequisites: none

Introduces students to convergence concepts and principles. Topics include perspectives on new and emerging technologies and their impacts on society, both positive and negative. "Inescapable Data" is the phrase carried through the course as students balance concerns of privacy and potential misuse against fascinating possibilities in medical care, retail, manufacturing and other industries. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

CIT 171: Introduction to the Unix Operating System

Units (Credits): 3; Prerequisites: none

Teaches the fundamentals of UNIX and how to use the UNIX operating system and introduces graphical user interfaces for Unix. For new users of the Unix environment. Students will learn fundamental command-line features of the Unix environment including file system navigation, file permissions, the vi text editor, command shells and basic network use. Basic Unix administration will be emphasized.

CIT 173: Linux Installation and Configuration

Units (Credits): 3; Prerequisites: Basic computer literacy skills.

Provides an introduction to the Linux Operating System. Topics include Linux origins, file system, user commands and utilities, graphical user interfaces, editors, manual pages and shells.

CIT 174: Linux System Administration

Units (Credits): 3; Prerequisites: CIT 173 or knowledge of Linux fundamentals.

Covers a variety of topics including installing and configuring a Linux Server, managing users and groups, and securing the system.

CIT 180: Database Concepts and SQL

Units (Credits): 3; Prerequisites: CIT 129 or equivalent programming experience or consent of instructor

Teaches basic principles of data modeling and relational database design. Class is targeted for people with little or no SQL knowledge. Provides a comprehensive overview of query writing, focusing on practical techniques for the IT professional new to relational databases. Course accents hands-on learning in a Structured Query Language (SQL) and SQL procedures.

CIT 198: Special Topics in Computer Information

Units (Credits): 1–5; Prerequisites: none

Applies to assorted short courses and workshops covering a variety of subjects. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

CIT 201: Word Certification Preparation

Units (Credits): 1–3; Prerequisites: [IS 101](#) or equivalent experience

Offers comprehensive coverage of basic and advanced features of Microsoft Word including, but not limited to, the skills on the Microsoft Office User Special (MOUS) Word exams. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

CIT 211: Microsoft Networking I

Units (Credits): 3–5; Prerequisites: none

Through lectures, discussions, demonstrations, textbook study, and hands-on lab exercises, teaches the basic skills and knowledge necessary to deploy, administer and maintain the current Microsoft Windows Desktop Operating System.

CIT 212: Microsoft Networking II

Units (Credits): 3–5; Prerequisites: [CIT 211](#) or consent of instructor

Through lectures, discussions, demonstrations, textbook study and hands-on lab exercises, teaches the basic skills and knowledge necessary to implement, administer and maintain the current Microsoft Windows Server Operation System.

CIT 213: Microsoft Networking III

Units (Credits): 3–5; Prerequisites: [CIT 212](#) or consent of instructor

Through lectures, discussions, demonstrations, textbook study, and hands-on lab exercises, teaches the basic skills and knowledge necessary to configure and maintain Microsoft Windows Network Infrastructure services and resources.

CIT 214: Microsoft Networking IV

Units (Credits): 3–5; Prerequisites: [CIT 213](#) or consent of instructor

Through lectures, discussions, demonstrations, textbook study, and hands-on lab exercises, teaches the basic skills and knowledge necessary to implement, administer and maintain a Microsoft Directory Services environment.

CIT 215: Microsoft Networking V

Units (Credits): 3–5; Prerequisites: [CIT 212](#)

Through lectures, discussions, demonstrations, textbook study, and hands-on lab exercises, teaches a special topic in Microsoft Client/Server Architecture.

CIT 220: E-commerce on the Web

Units (Credits): 3; Prerequisites: none; Recommended: [CIT 151](#), [IS 101](#)

Introduces electronic commerce and the opportunities presented by the e-commerce revolution. Topics include e-commerce levels and options, real costs vs. perceived costs of an electronic storefront, security issues, customer service concerns and support options. Students will build an online store with shopping cart features and implement a secure electronic payment system. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

CIT 230: Advanced Java

Units (Credits): 3; Prerequisites: [CIT 130](#)

Builds upon the foundation constructed in Beginning Java. Java works behind the scenes to power Internet applications, therefore this class will focus more heavily upon application development with an emphasis on client-side and server-side techniques. Topics include, but are not limited to, Swing, Collections, Multimedia, networking, JDBC, Servlets and JSP, JavaBeans and XML. Object-oriented programming techniques and hands-on learning will be emphasized. Students will complete several non-trivial computer programming projects.

CIT 232: Advanced Visual Basic

Units (Credits): 3; Prerequisites: [CIT 132](#) or consent of instructor

Provides in-depth study of advanced BASIC programming language concepts as used for writing business-oriented programs, as well as use of computers to enter, debug and execute programs.

CIT 233: Advanced C++

Units (Credits): 3; Prerequisites: [CIT 133](#)

Provides an in-depth study of the C++ computer programming language. Emphasizes advanced data structures such as stacks, queues, trees, and hash tables. Students will create advanced C++ applications using techniques such as: file I/O, graphical user interfaces, searching, sorting, and the Standard Template Library (SLT). Object-oriented

programming techniques and hands-on learning will be emphasized. Students will complete several non-trivial computer programming projects.

CIT 238: Introduction to Smartphone Application Development

Units (Credits): 3; Prerequisites: CIT 129

Teaches students to design and construct programs and applications for mobile devices. Provides hand-on activities using a software development kit, along with instructions and guidelines for application development. Non-transferable for a NSHE baccalaureate degree Non-applicable towards an AA or AS degree

CIT 244: Designing CISCO Networks

Units (Credits): 4; Prerequisites: consent of instructor

Focuses on the skills needed to design world-class small to medium-sized networks (fewer than 500 nodes). Follows all the steps to design and internet work that meets a customer's needs for functionality, performance, scalability and security. Intended to prepare students to become a CISCO Certified Design Associate. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

CIT 251: Advanced Web Development

Units (Credits): 3; Prerequisites: CIT 152 or consent of instructor

Prepares students to use server-side web technologies. Covers the concepts, design and basic coding of advanced web applications. Topics may include, but are not limited to: .ASP, .JSP, .NET, Perl, CGI and other server side technologies, creating and revising a multimedia web; integrating basic database functions; and publishing to multiple servers. XML, XSLT, XHTML, Cascading Style Sheets may be utilized.

CIT 252: Web Database Development

Units (Credits): 3; Prerequisites: CIT 180 or consent of instructor; Recommended: CIT 251

Builds on the skills acquired in CIT 180. Students will use web-based databases and server-side technologies which may include, but are not limited to: JSP, ASP, NET, and PHP. Students are expected to have an understanding of these technologies.

CIT 253: Advanced Web Database Development

Units (Credits): 3; Prerequisites: CIT 252 or equivalent programming experience or consent of instructor

Teaches about and uses salient features of advanced script development, debugging, advanced database access, retrieval, reporting and security.

CIT 255: Web Server Administration I

Units (Credits): 3; Prerequisites: CIT 260 or consent of instructor

Prepares students to deal with web server administration tasks including web server installation, security, performance, access and connectivity. Covers the key issues involved in web server administration and effective strategies for dealing with those issues. Activities include basic installations of various operating systems, web servers (including SSL capability), secure shell, and network management tools such as SNMP. Students will also install database software such as MySQL and PostgreSQL. IIS, Apache, and Tomcat web servers will also be covered.

CIT 256: Web Server Administration II

Units (Credits): 3; Prerequisites: CIT 255 or consent of instructor

Continues course focus on advanced source installations and configuration of web software applications, particularly the security aspects of web server administration.

CIT 260: Systems Analysis and Design I

Units (Credits): 3; Prerequisites: students must have successfully completed one semester of programming language.

Explains the theory of data processing systems and their advanced elements, including system flow charts, I/O specifications, program coding, systems testing and other facets of a system analyst's responsibilities.

CIT 263: Introduction to IT Project Management

Units (Credits): 3; Prerequisites: none

Introduces students to the concepts of project management as used within the information technology fields of study. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

CIT 264: Operating System Security

Units (Credits): 3; Prerequisites: none

Discusses various aspects of security applied to an organizational model. Topics will include physical security, social engineering, organizational policy and procedures, and disaster recovery. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

CIT 265: Infrastructure Security

Units (Credits): 3; Prerequisites: none

Teaches the proper way to design and build secure computer network infrastructures. Topics include network devices and their roles in the network, media and storage devices, security zones and topologies of the network and the use of firewalls. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

CIT 266: Operational/Organizational Security

Units (Credits): 3; Prerequisites: none

Explores the concepts and practices associated with management functions of technology security. Students will come to understand their role as it relates to the other manpower components and training of operational staff, policies and procedures of manpower at all levels of the organization, and common procedures associated with disaster avoidance and recovery will be covered. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

CIT 267: Communication Security

Units (Credits): 3; Prerequisites: none

Explores the various methods for securing information in transit. Students will learn methods and protocols for remote access to networks, virtual private networks and their security aspects and the use of IPsec (internet protocol security). Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

CIT 268: Cryptography

Units (Credits): 3; Prerequisites: none

Introduces different types of cryptography. Discussions will include current cryptographic algorithms, cryptography applied to digital security, certificate authorities and key management. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

CIT 269: Advanced Convergence

Units (Credits): 3; Prerequisites: CIT 165 or consent of instructor

Continues the study of concepts related to convergence industry standards and protocols, infrastructure, signaling, basic telephony, voice-over IP, topology convergence, and the skills required to perform jobs related to these technologies. Provides advanced topics on data networking and telephony as related to convergence technology. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

CIT 290: Internship in Computer Information Technology

Units (Credits): 1–6; Prerequisites: available to students who have completed most core and emphasis requirements and have a 2.5 GPA

Offers students the opportunity to work and study in participating and approved business organizations. Department approval required before acceptance into course. Review of student's activities and development on the job required. May be repeated for up to six units.

CIT 295: Specialty Related Capstone Project

Units (Credits): 3; Prerequisites: completion of a minimum of 21 required units and six specialty required units and/or consent of instructor.

Showcases student skills. Allows students to develop projects suitable for presentation during an employment interview. Class may be taught in a seminar format with the project requirements determined by the instructor and the student. The final project may be evaluated by a committee of instructors, students and professionals. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

CIT 299: Independent Study in Computer Information Technology

Units (Credits): 1–6; Prerequisites: available to students who have completed most core and emphasis requirements and have a 2.5 or better GPA. Written consent of a full-time instructor is required

Offers students special projects involving subjects or skills related to the CIT curriculum. Projects will be designed with a faculty advisor. Variable credit of one to six, depending on the course content and number of contact hours required. Course may be repeated. It may be substituted for another course with special permission of the division.

Computer Science (CS)

Liberal Arts Division

CS 135: Computer Science I

Units (Credits): 3; Prerequisites: MATH 128 or higher or satisfactory score on a placement exam

Introduces modern problem solving and programming methods. Emphasis is placed on algorithm development, data abstraction, procedural and object-oriented design, implementation, testing, and documentation of computer programs. Students will write several computer programs.

CS 202: Computer Science II

Units (Credits): 3; Prerequisites: CS 135

Emphasizes problem solving and program development techniques. Typical numerical and non-numerical problems are examined. Emphasis is placed on data abstraction, object-oriented design, implementation, testing, and documentation of elementary data structures such as lists, stacks, queues and trees. Students will write and test several non-trivial computer programs.

Construction (CONS)

Career and Technical Education Division

CONS 108: Construction Materials and Methods

Units (Credits): 4; Prerequisites: MATH 110 or higher

Studies the various types of buildings and structures utilized in industrial, commercial and residential construction. Examines peculiarities and potential problem areas for each type of construction. Construction sequencing, inspection sequencing and required testing will be outlined as well as observable "red flags" that can be indicative of potential problems. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

CONS 109: Construction Materials and Methods II

Units (Credits): 4; Prerequisites: CONS 108

Teaches students about the typical materials used in the construction of bridges, roads, pathways, and small commercial buildings. Includes testing procedures, material properties, design, specification, and installation methods using certification standards and guidelines. Non-transferable for a NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

CONS 111: Commercial Building Codes

Units (Credits): 3; Prerequisites: none

Introduces the international residential building code. Covers aspects of any code and how to search, interpret, understand, and implement the code. May not transfer towards an NSHE bachelor's degree Non-applicable towards an AA or AS Degree

CONS 114: Soils, Sitework, Concrete and Testing

Units (Credits): 3; Prerequisites: none

Covers soil classifications as related to bearing and compaction. The student also learns to interpret the elements of a site plan including contours, existing grades, finish grades, finish elevations, benchmarks, and on-site utilities. Also includes instruction in reading and verifying grade and horizontal control stakes. Course will cover underground utilities, foundations, flatwork, drains, swales and all associated testing. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

CONS 116: Plumbing Principles and Methods

Units (Credits): 2; Prerequisites: CONS 120

Studies the theory and application of various plumbing and HVAC systems. Plumbing components will include fixtures, pumps, pressure-reducing valves, recirculation systems, sizing, piping and venting. HVAC components will include gas heating, oil heating, heat pumps, boilers, air conditioning and solar. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

CONS 118: Construction Contract Documents

Units (Credits): 2; Prerequisites: BUS 107, ENG 100 or higher with C average

Explores various bid documents including architectural and engineering blueprints, shop drawings and proposals. Common construction contracts and their implications will be explained as well as accepted procedures for resolution of contract disputes. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

CONS 120: Blueprint Reading and Specification

Units (Credits): 3; Prerequisites: none

Equips students with technical and practical interpretation of blueprints. Assignments are made in relation to complete sets of working drawings. Students study construction relationships between architectural, structural, electrical and mechanical drawings, bidding along with inspection procedure technique. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

CONS 121: Principles of Construction Estimating

Units (Credits): 3; Prerequisites: CONS 216, CONS 120

Presents basic criteria and procedure for estimating labor and material in residential and commercial applications. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

CONS 205: Construction Site Safety

Units (Credits): 1–3; Prerequisites: none

Includes ten hours of authorized training addressing the OSHA construction standards. Additional topics include the identification of asbestos, lead and radon in potential construction projects. Upon completion, students will be issued a course completion wallet card by the U.S. Department of Labor's Occupational Safety and Health Administration. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

CONS 216: Structural Layout Assembly

Units (Credits): 2; Prerequisites: CONS 205, CONS 108, MATH 110 or higher

Studies correct layout procedures for flooring systems, walls and roof systems as well as the integration of all structural components utilized in these systems. (wood frame emphasis) A portion of the course is practical and the student will lay out a floor system, roof system and construct a bearing wall to industry standards. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

CONS 220: Advanced Sitework Estimating

Units (Credits): 3; Prerequisites: CONS 120, CONS 121, MATH 110 or higher or consent of instructor

Presents sitework estimating in the context of commercial and public works projects. Communication with design professionals is emphasized including shop drawings, submittals, alternates and approvals. Value engineering is explored as related to work force and materials. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

CONS 230: Electrical Distribution System

Units (Credits): 2; Prerequisites: CONS 120 or consent of instructor

Explains electrical theory, distribution systems and wiring techniques utilized in the construction industry. Topics will include high voltage distribution, grounding, GFCIs, transformers, load centers and circuits. Actual wiring techniques will be practiced in conjunction with electrical troubleshooting. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

CONS 260: Certified Inspectors of Structures-Residential

Units (Credits): 3; Prerequisites: none

Provides prescribed course of instruction for Certified Inspector of Structures as per the state of Nevada. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

CONS 261: Under-Floor Inspections-Certified Inspector

Units (Credits): 1; Prerequisites: CONS 260

Provides instruction on all of the under-floor components that the Certified Inspector of Structures must inspect to complete a certified inspection per 645D of the Nevada Administrative Code. Students will complete two supervised under-floor inspections and prepare extensive narrative inspection reports for evaluation. They will be required to sign "hold harmless" waivers when conducting inspections off state property. Students are strongly encouraged to have medical insurance that provides coverage in the event of a job-site injury. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

CONS 262: Above-Floor Inspections for Certified Inspector

Units (Credits): 2; Prerequisites: CONS 260

Provides instruction on all of the above-floor components typical of residential construction. Seismic and structural hardware will be discussed as will load-bearing, load-transferring and non-load-bearing assemblies. Extensive mechanical and electrical systems analyses will be conducted. Students will prepare extensive narrative inspection reports for evaluation, and sign "hold harmless" waivers when conducting inspections off state property. Students are strongly encouraged to have medical insurance that provides coverage in the event of a job-site injury. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

CONS 263: Supervised Residential Inspections for Certification

Units (Credits): 4; Prerequisites: [CONS 260](#)

Provides instruction on conducting residential inspections as per 645D of the Nevada Administrative Code. Students will explore methodologies for conducting inspections and develop an inspection format that they will utilize while completing ten supervised inspections. Students must complete ten inspection reports to be evaluated by the instructor and sign "hold harmless" waivers when conducting inspections off state property. Students are strongly encouraged to have medical insurance that provides coverage in the event of a job site injury. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

CONS 265: Manufactured/Mobile Home General Serviceperson - Theory

Units (Credits): 3; Prerequisites: none

Provides classroom instruction to ensure an understanding of NRS Chapter 489, NAC Chapters 461A and 489 and the competencies required for a Professional Mobile/Manufactured Home General Serviceperson as referenced in the Federal Manufactured Home Standards and the Nevada Manufactured/Mobile Home and Commercial Coach Installation Standards. First of a two-course sequence that leads to State of Nevada certification as a Professional Mobile/Manufactured Home General Serviceperson. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

CONS 266: Manufactured/Mobile Home General Serviceperson - Field Observation

Units (Credits): 2; Prerequisites: [CONS 265](#)

Provides instruction via site observation, technique demonstrations and discussion with industry professionals to ensure a student's ability to provide a building that is structurally, electrically and mechanically compliant with NRS Chapter 289, NAC Chapters 461A, 489 and the Federal Manufacturers Home Standards and the Nevada Manufactured/Mobile Home and commercial Coach Installation Standards. Second of a two-course sequence that leads to State of Nevada certification as professional Mobile/Manufactured Home General Serviceperson. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

CONS 280: Project Supervision

Units (Credits): 5; Prerequisites: none

Provides the basics for on-site execution of a construction project. Topics include skills and techniques recognized by industry as essential for the contemporary field superintendent. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

CONS 281: Construction Planning Scheduling And Control

Units (Credits): 3; Prerequisites: [CONS 216](#)

Explores project implementation including logistics, scheduling, delegation of responsibility and quality control. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

CONS 282: Construction Law

Units (Credits): 2-3; Prerequisites: none

Studies the legal implications of verbal and written communications among building officials, contractors, sub-contractors and clients. Investigates various construction contracts, information requirements, proper record-keeping, notification, bonds, liens, lien release instruments, and resolution of contract disputes. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

CONS 290: Internship in Construction

Units (Credits): 3; Prerequisites: [CONS 216](#)

Studies project management techniques on-site under the supervision of a project manager or superintendent. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

CONS 351: Advanced Project Supervision

Units (Credits): 3; Prerequisites: [CONS 121](#), [CONS 281](#) Admission to the BTech program or consent of advisor

Provides the management skills for on-site execution of a construction project. Topics include skills and techniques recognized by industry as essential for the contemporary field superintendent.

CONS 451: Advanced Internship in Construction

Units (Credits): 3; Prerequisites: [CONS 281](#) admission to the BTech program or consent of advisor

Studies project management techniques on-site under the supervision of a project manager or superintendent.

Construction Management (CEM)

[Career and Technical Education](#) Division

CEM 100: Fundamentals of Construction Management

Units (Credits): 3; Prerequisites: none

Provides an overview of the construction industry roles, responsibilities, and risks from perspectives of owners, constructors, designers, financial institutions, and government agencies. Study of construction process techniques and applications.

CEM 330: Soils and Foundations for Construction

Units (Credits): 3; Prerequisites: CONS 114 Acceptance into the BTech program, or consent of advisor.

Introduction to basic concepts of soils and foundations including compaction, compressibility, settlement, shear strength and site investigations.

CEM 350: Facility Systems Design and Construction 1

Units (Credits): 3; Prerequisites: CONS 109, MATH 126 Admission to the BTech program or consent of advisor.

Introduces mechanical systems for facilities including HVAC systems, plumbing, electrical, communications and other systems used in the process of utility services. Provides detailed instruction on how to analyze needs, determine the related scope of work, design and construction of these systems.

CEM 432: Temporary Construction Structures

Units (Credits): 3; Prerequisites: CONS 109, MATH 126 Admission to the BTech program or consent of advisor.

Introduces the analysis, design, and construction of temporary structures including formwork, false work, shoring, rigging, and access units. Addresses cost analysis, load and pressure calculations and safety considerations and requirements.

CEM 451: Construction Estimating

Units (Credits): 3; Prerequisites: CONS 109, MATH 126 admission to the BTech program or consent of advisor

Covers principles and procedures used in estimating construction costs. Includes application of quality determination, estimate pricing, specifications, subcontractor and supplier solicitation, risk assessment and risk analysis, and final bidding preparation. Computer based estimating software used for semester project.

CEM 452: Construction Cost Control

Units (Credits): 3; Prerequisites: ACC 201, MATH 126 admission to the BTech program or consent of advisor

Covers construction cost management including productivity and cost reporting/analysis concepts. Includes financial/cost issues/cash flow for the construction firm including reporting methods and percentage of completion techniques. Covers performance/profitability enhancement, earned value management, construction bonding and insurance issues, and firm and job-site analysis.

CEM 453: Construction Scheduling

Units (Credits): 3; Prerequisites: CONS 109, CONS 281, MATH 126 Admission to the BTech program or consent of advisor

Provides an overview of scheduling and resource optimization. Includes short-interval scheduling, Gantt charts, linear, and matrix scheduling formats. Covers network techniques including CPM and PERT concepts and calculations and computer applications using Microsoft Project.

CEM 454: Heavy Construction Methods and Equipment

Units (Credits): 3; Prerequisites: CEM 330, MATH 126 Admission to the BTech program or consent of advisor

Covers characteristics, capabilities, limitations, uses, and selection techniques for heavy construction methods and equipment process planning, simulation, fleet operations, and maintenance programs

CEM 455: Construction Management Practice

Units (Credits): 3; Prerequisites: CEM 451, CEM 452, CEM 453 Admission to the BTech program or consent of advisor

Includes direction and operation of construction organizations with examination of general contracting, design-build, and construction management methods. Covers synthesis of project management concepts, applications, and limitations through case studies and semester projects.

CEM 456: Construction Management Capstone

Units (Credits): 3; Prerequisites: CEE 462, CEE 463 acceptance to the BTech program or consent of advisor

Provides an integration of all elements of the construction management undergraduate education, from inception to contract award, and applies them to selected construction projects. Introduces contemporary construction industry issues into student projects.

CEM 485: Construction Law and Contracts

Units (Credits): 3; Prerequisites: CONS 118 Admission to the BTech program or consent of advisor

Provides information on legal problems in the construction process. Covers stipulated sum, unit price, cost-plus contracts, construction lien rights and bond rights, scope of work issues, builders risk issues, risk-shifting, and case studies.

Core Humanities (CH)

Liberal Arts Division

CH 201: Ancient and Medieval Cultures

Units (Credits): 3; Prerequisites: ENG 102

Provides an introduction to Greek, Roman and Judeo-Christian culture through the Middle Ages.

CH 202: The Modern World

Units (Credits): 3; Prerequisites: ENG 102

Explores the intellectual, literary and political history of Europe from the Renaissance to the present.

II. Course Objectives and Linkage to General Education Program

The purpose of this course is provide a foundation of knowledge that allows students to further their study of western humanities and/or apply this knowledge to meet their personal and professional needs. The information in the parenthesis after a course objective refers to the specific general education (GE) learning outcome that the objective meets. Objectives without this information are not linked to WNC's general education program. Upon successful completion of this course, students will have demonstrated they can:

- Exhibit factual knowledge of the major cultural periods of the European world from the Renaissance to the cotemporary world (GE 1).
- Examine cultural change through a study of primary sources reflecting the literary, political and intellectual achievements of European society (GE 4).
- Describe diverse historical and/or contemporary positions on selected democratic values or practices (GE 5).
- Demonstrate an appreciation of cultural diversity through an examination of cultural interaction in Europe (GE 5).
- Demonstrate analytical and critical thinking through substantially error-free prose suitable in style and content to the purpose of the document and the audience (GE 2, 6).

CH 203: American Experience & Constitutional Change

Units (Credits): 3; Prerequisites: ENG 102

Emphasizes the origins of the U.S. and Nevada constitutions and issues such as equality and civil rights, individualism and civil liberties, federalism, environmentalism, urbanization and industrialization, as well as religious and cultural diversity.

II. Course Objectives and Linkage to General Education Program

The purpose of this course is provide a foundation of knowledge that allows students to further their study of American social, political, economic, and constitutional history and/or apply this knowledge to meet their personal and professional needs. The information in the parenthesis after a course objective refers to the specific general education (GE) learning outcome that the objective meets. Objectives without this information are not linked to WNC's general education program. Upon successful completion of this course, students will have demonstrated they can:

- Exhibit factual knowledge of the general history, principles, and concepts upon which the American and Nevada constitutional systems are based (GE 1).
- Examine historical, cultural, and constitutional change through the location and evaluation of information including primary and secondary sources (GE 4).
- Describe diverse historical and/or contemporary positions on selected democratic values or practices (GE 5).
- Demonstrate analytical and critical thinking through substantially error-free prose suitable in style and content to the purpose of the document and the audience (GE 2, 6).
- Draw a conclusion about a contemporary or enduring issue in American or Nevadan Constitutional history and support the conclusion with appropriate reasoning and evidence (GE 6).

Counseling and Educational Psychology (CEP)

Career and Technical Education Division

CEP 121: Introduction to the College Experience

Units (Credits): 1; Prerequisites: none

Covers study skills, time management, major selection, and other factors associated with success in college.

Counseling and Personal Development (CPD)

Career and Technical Education Division**CPD 102: Career Exploration**

Units (Credits): 1; Prerequisites: none

Acquaints students in choosing a career suitable to them. Involves a systematic approach to making a career choice, covering self-assessment, decision making techniques, and current occupational information. Appropriate for those undecided as to a career direction or who wish more career information prior to focusing their academic studies.

Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

CPD 116: Substance Abuse-Fundamental Facts

Units (Credits): 3; Prerequisites: none

Covers topics related to substance abuse in society: identification of substance, reasons for abuse of alcohol and of drugs, signs and symptoms of substance abuse, and approaches and techniques recognized as effective in substance abuse counseling.

CPD 117: Introduction to CounselingUnits (Credits): 3; Prerequisites: none; Recommended: PSY 101

Presents an overview of basic communication and counseling skills and the foundations of the helping relationship. Includes experimental situations such as role playing and group exercises.

CPD 123: Career Choices and Changes

Units (Credits): 1–3; Prerequisites: Consent from the CareerConnect program coordinator

Offers career development and job seeking strategies; designed for individuals with disabilities. Acquaints students in choosing a suitable career and the necessary work readiness skills to gain and maintain successful employment.

Includes Career assessment activities and employability skills training, such as job application, resume, and job interview skills. Covers disability rights and accommodations in the workplace. Required for CareerConnect students that wish to receive job placement services.

CPD 129: Assertiveness Techniques I

Units (Credits): 1–3; Prerequisites: none

Teaches skills to help students become more assertive and improve their ability to communicate effectively. These skills can be used in relationships, on the job, or in any situation communicating with others. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

CPD 130: Stress Management Techniques I

Units (Credits): 1; Prerequisites: none

Surveys personal lifestyles to identify areas of stress and present ways of coping. Sample alternative methods for stress reduction and develop an individual plan for relief. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

CPD 131: Anger Management Techniques

Units (Credits): 0.5–1; Prerequisites: none

Acquaints students with techniques and strategies to manage anger in constructive and non-threatening ways.

Includes skills in communication and dealing with people in a variety of situations. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

Crafts (CR)

Liberal Arts Division**CR 110: Beginning Calligraphy**

Units (Credits): 1–3; Prerequisites: none

Helps students develop two types of writing techniques -- Italic and Calligraphic -- one for special occasions and one for rapid writing. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

CR 124: Furniture Refinishing

Units (Credits): 2; Prerequisites: none

Offers techniques for restoring used and antique furniture, removing finishes, applying furniture, and applying finishing materials. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

CR 136: Creative Crafts I

Units (Credits): 3; Prerequisites: none

Introduces students to crafts, stressing design principles and expressive qualities utilizing a variety of craft materials. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

CR 137: Creative Crafts II

Units (Credits): 3; Prerequisites: none

Introduces students to crafts, stressing design principles and expressive qualities utilizing a variety of craft materials. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

CR 141: Beginning Tole Painting

Units (Credits): 3; Prerequisites: none

Introduces students to this peasant folk art form. Tole painting has traditionally been used to decorate useful objects and love gifts both inside and outside the home. Students will learn about brushes and paints as well as the strokes used in this style of painting. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

CR 143: Advanced Tole Painting

Units (Credits): 3; Prerequisites: none

Introduces students to this peasant folk art form. Tole painting has traditionally been used to decorate useful objects and love gifts both inside and outside the home. Students will learn about brushes and paints as well as the strokes used in this style of painting. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

CR 299: Special Topics in Crafts

Units (Credits): 1–6; Prerequisites: none

Applies to assorted short courses and workshops covering a variety of subjects. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

Criminal Justice (CRJ)

Career and Technical Education Division

CRJ 101: Introduction to Criminal Justice I

Units (Credits): 3; Prerequisites: none

Surveys the history, philosophy and functions of criminal justice system, law enforcement, criminal law and constitutional rights as they affect system functioning.

CRJ 102: Introduction to Criminal Justice II

Units (Credits): 3; Prerequisites: none

Surveys the adjudicatory process, adult and juvenile corrections functions within the criminal justice system.

CRJ 103: Communication Within the Criminal Justice Field

Units (Credits): 3; Prerequisites: none; Recommended: CRJ 101

Prepares the student to be able to communicate within the criminal justice field by introducing him/her to the five basic communication skills: report writing, non-verbal communication, basic public speaking, interviewing and interrogation skills, and courtroom testimony.

CRJ 106: Introduction to Corrections

Units (Credits): 3; Prerequisites: none; Recommended: CRJ 101

Studies the history and development of correctional agencies, particularly prisons. Examines ideas influencing contemporary correctional institutions. Explores the relationship of the Department of Corrections to other criminal justice system components.

CRJ 109: Self-Defense

Units (Credits): 1–6; Prerequisites: none

Provides a course designed with the civilian in mind. Will allow all who complete it and follow its techniques to feel safe in most environments. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

CRJ 120: Community Relations

Units (Credits): 3; Prerequisites: none; Recommended: [CRJ 101](#)

Analyzes the reasons and techniques for developing communication and understanding between the criminal justice system and various segments of the community.

CRJ 140: Elements of Supervision

Units (Credits): 3; Prerequisites: [CRJ 101](#)

Addresses current trends in contemporary supervision within the criminal justice field. Covers the rights, obligations, and duties of line supervisors. Assesses the first line supervisor's role within the law enforcement agency.

CRJ 155: Juvenile Justice System

Units (Credits): 3; Prerequisites: none; Recommended: [CRJ 101](#)

Introduces the field of police work with juveniles. Focuses on juvenile crime problems and their causes, detention and processing of the juvenile offender, practices of the juvenile court, and case disposition.

CRJ 164: Principles of Investigation

Units (Credits): 3; Prerequisites: [CRJ 101](#)

Examines the fundamentals of investigation: crime scene search and recording of information, collection and presentation of physical evidence, sources of information, scientific aids, case preparation, and interviews and interrogation procedures.

CRJ 205: L.E./P.O.S.T. Instructor Development

Units (Credits): 3; Prerequisites: none

Covers the fundamental skills needed for effective instruction in the law enforcement field. Learning methods, establishing training needs and objectives, overcoming stage-fright, non-verbal communication and methods of instruction will be presented. This course is primarily offered to police instructors, managers of law enforcement training and other personnel involved with any aspect of the training effort. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

CRJ 211: Police in America

Units (Credits): 3; Prerequisites: none; Recommended: [CRJ 101](#)

Explores the historical development, roles, socialization, and problems of police work.

CRJ 214: Principles of Police Patrol Techniques

Units (Credits): 3; Prerequisites: none; Recommended: [CRJ 101](#)

Identifies community problems which require prevention, suppression or control using the basic methods of police patrol. A history of police patrol and survey of modern patrol tactics will be surveyed.

CRJ 215: Probation & Parole I

Units (Credits): 3; Prerequisites: none; Recommended: [CRJ 101](#), [CRJ 106](#)

Surveys the probation and parole system of the U.S. through its evolution to the present. Shows different systems within the U.S. and focuses on executive clemency, parole, rights of prisoners, probationers and parolees, and strategies for treatment.

CRJ 220: Criminal Procedures

Units (Credits): 3; Prerequisites: [CRJ 101](#)

Examines the origin, development, and rationale of the structure and procedures of the American criminal justice system. Emphasizes arrest, search and seizure, confessions, and other related legal issues.

CRJ 222: Criminal Law and Procedure

Units (Credits): 3; Prerequisites: [CRJ 101](#) or consent of instructor

Provides an integrated overview of the elements of substantive criminal law and the fundamental concepts of due process and fairness underlying American criminal procedures.

CRJ 225: Criminal Evidence

Units (Credits): 3; Prerequisites: none; Recommended: [CRJ 101](#), LAW 101

Examines the origin, development, philosophy, and constitutional basis of evidence. Covers constitutional and procedural considerations which affect arrest, search, and seizure.

CRJ 226: Prevention & Control of Delinquency

Units (Credits): 3; Prerequisites: CRJ 155; Recommended: CRJ 101

Surveys and evaluates police programs designed to prevent juvenile delinquency. Covers techniques of enforcement related to control of delinquency, investigation procedures in individual delinquency cases, and methods of referral to related agencies.

CRJ 230: Criminal Law

Units (Credits): 3; Prerequisites: CRJ 101, LAW 101; Recommended: CRJ 220

Examines substantive criminal law with particular attention to crime, intent, attempts, search and seizure, and the laws of arrest. Relates criminal law to the working police officer. Covers rights and duties of citizen and officer under criminal law.

CRJ 234: Introduction to the Courts and American Legal System

Units (Credits): 3; Prerequisites: CRJ101 and CRJ 102 or CRJ104

Introduces the judicial branch of government, its history, roles, structure and hierarchy of the courts, the central actors and processes. Compares and contrasts the roles of the other branches of government; its organization and interrelationship of the courts within our system of federal, state, and local governments.

CRJ 260: 911 Dispatch Emergency Telecommunicator Academy

Units (Credits): 12; Prerequisites: 4 hour sit-in in Dispatch Center (prior to class start date)

Focuses on the skills needed to become a dispatcher with law enforcement agencies, fire centers, trucking firms, taxicab companies, etc. During the 12-unit semester-long course, students will be required to spend 44 hours job shadowing dispatchers, firefighters and law enforcement officers. They will attend law classes, build their communication and typing skills, and participate in practical scenarios. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

CRJ 265: Introduction to Physical Evidence

Units (Credits): 3; Prerequisites: none; Recommended: CRJ 101, CRJ 164

Surveys the forensic sciences to show their role in the use of physical evidence in matters of criminal and/or civil law. Focuses on the value of modern scientific investigations.

CRJ 266: Western Nevada State Peace Officer Academy

Units (Credits): 27; Prerequisites: CRJ 103 with a grade of B or better. Current certification in basic life support or EMS 100.

Offers an academy which meets all Nevada requirements and is POST certified. Cadets who successfully complete the 30-week program will enhance their employability in attaining positions that require Category I certification (police, sheriffs, etc.); Category II certification (bailiffs, fire investigators, juvenile probation, etc.); and Category III certification (corrections, jailers, etc.). The 800-hour program includes classroom, practical application and physical training. The cadets will attend numerous law related classes, participate in defensive tactics, emergency vehicle operations course, DUI investigations, accident investigations and fingerprinting. In addition, cadets will learn basic searching techniques, handcuffing methods, baton and firearms. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

CRJ 267: Medicolegal Death Investigation

Units (Credits): 3; Prerequisites: CRJ 164, CRJ 265 or consent of instructor

Examines how the presence of others influences thoughts and behavior, including research on close relationships, persuasion, stereotyping, aggression, and group dynamics.

II. Course Objectives and Linkage to General Education Program

The purpose of this course is to provide a foundation of knowledge about social psychology, including major theories, principles, research methods, and applications of social psychology to contemporary issues. The information in the parentheses after a course objective refers to the specific general education (GE) learning outcome that the objective meets. Objectives without this information are not linked to WNC's general education program. Students who pass this course must demonstrate they:

1. Have a working knowledge of key concepts, principles, theories, and research from social psychology. (GE 1)
2. Can correctly use the American Psychological Association's style in all writing in the course. (GE 2).
3. Locate, evaluate, and use information relevant to assignments. (GE 4)

4. Present an approach for resolving a significant contemporary problem based upon principles and research from social psychology. (GE 6)

CRJ 270: Introduction to Criminology

Units (Credits): 3; Prerequisites: none; Recommended: CRJ 101

Examines how society interacts with crime and delinquency through the use of the criminal justice system. Studies effective interaction and communication between the general public and members of the criminal justice system. Emphasizes the understanding of criminal behavior from a sociological and psychological perspective.

CRJ 295: Work Experience - Corrections

Units (Credits): 1–6; Prerequisites: CRJ 101 or consent of instructor

Provides the student with on-the job, supervised and educationally directed work experience.

CRJ 296: Work Experience - Juvenile Justice

Units (Credits): 1–6; Prerequisites: CRJ 101 or consent of instructor

Provides the student with on-the job, supervised and educationally directed work experience.

CRJ 297: Work Experience - Law Enforcement

Units (Credits): 1–6; Prerequisites: CRJ 101 or consent of instructor

Provides the student with on-the-job, supervised and educationally directed work experience.

CRJ 298: Work Experience - Probation and Parole

Units (Credits): 1–6; Prerequisites: CRJ 101 or consent of instructor

Provides the student with on-the-job, supervised and educationally directed work experience.

Dance (DAN)

Liberal Arts Division

DAN 108: Body Balancing Techniques I

Units (Credits): 1; Prerequisites: none

Introduces the basic theory and techniques of Pilates and the Alexander and the Feldenkrais technique. Covers history of Pilates theory and technique as well as mat work and the basic use of the three pieces of Pilates equipment: the reformer, the trapeze table, and the chair. Emphasizes the application of this theory and technique to dance.

DAN 110: Dance for Flexibility and Tone

Units (Credits): 1; Prerequisites: none

Introduces basic techniques for dance flexibility. Students will learn some simple basic Jazz technique, terminology and choreography that includes kicks and leaps, strengthening the core muscles.

DAN 132: Jazz Dance (beginning)

Units (Credits): 1; Prerequisites: none

Introduces beginning techniques of jazz dance. May be repeated for up to four credits.

DAN 135: Beginning Ballet

Units (Credits): 1; Prerequisites: none

Introduces beginning techniques of ballet. May be repeated for up to four units.

DAN 138: Modern Dance (Beginning)

Units (Credits): 1–4; Prerequisites: none

Introduces beginning techniques of modern dance. May be repeated for up to four units.

DAN 144: Beginning Tap Dancing

Units (Credits): 1; Prerequisites: none

Introduces beginning techniques of tap dance. May be repeated for up to four units.

DAN 160: Hip-Hop Dance

Units (Credits): 1; Prerequisites: none

Teaches beginning techniques of hip-hop dance. May be repeated for up to four units.

DAN 232: Jazz Dance (intermediate)

Units (Credits): 1; Prerequisites: [DAN 132](#)

Emphasizes intermediate techniques of jazz dance. May be repeated for up to four units.

DAN 244: Tap Dance (intermediate)

Units (Credits): 1; Prerequisites: [DAN 144](#) or consent of instructor

Emphasizes intermediate techniques of tap dance. May be repeated for up to four units.

DAN 260: Intermediate Hip-Hop Dance

Units (Credits): 1; Prerequisites: [DAN 160](#)

Teaches intermediate techniques of hip-hop dance. May be repeated for up to four units. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

Deaf Studies (AM)

[Career and Technical Education](#) Division

AM 140: American Sign Language I / II

Units (Credits): 6; Prerequisites: none

Introduces ASL and focuses on the development of basic conversational skills, emphasizing receptive abilities.

AM 141: American Sign Language III / IV

Units (Credits): 6; Prerequisites: [AM 140](#) or AM145/AM146

Promotes the shift from comprehension to production of ASL to bring the students current ASL fluency to a point of self-generated ASL. American Sign Language IV encourages students to expand his or her command of discourse in ASL on various everyday topics.

AM 145: American Sign Language I

Units (Credits): 4; Prerequisites: none

Introduces ASL and focuses on the development of basic conversational skills, emphasizing receptive abilities.

AM 146: American Sign Language II

Units (Credits): 4; Prerequisites: [AM 145](#)

Continues to stress the development of basic conversational skills with emphasis on expanding vocabulary and expressive skills.

AM 147: American Sign Language III

Units (Credits): 4; Prerequisites: [AM 146](#)

Promotes the shifting from comprehension to production of ASL to bring one's current ASL fluency to a point of self generated ASL.

AM 148: American Sign Language IV

Units (Credits): 4; Prerequisites: [AM 147](#)

Encourages the student to expand his or her command of discourse in ASL on various everyday topics.

AM 149: American Sign Language V

Units (Credits): 4; Prerequisites: [AM 148](#)

Emphasizes conversational fluency and identification of discourse styles in ASL, which will lead to the ability to initial, maintain and conclude conversational interactions with various deaf language styles and/or preference.

AM 150: American Sign Language VI

Units (Credits): 4; Prerequisites: [AM 149](#)

Final course in the American Sign Language series, covering a culmination of all signs, pragmatics, grammar and fingerspelling skills acquired throughout the series. Emphasis is on utilizing all ASL skills simultaneously and fluently.

AM 151: Fingerspelling I

Units (Credits): 1; Prerequisites: none

Develops basic skills in receptive and expressive fingerspelling.

AM 152: Fingerspelling II

Units (Credits): 1; Prerequisites: [AM 151](#) or current enrollment in AM 151

Improves receptive and expressive fingerspelling skills to intermediate/advanced levels.

AM 153: Deaf CultureUnits (Credits): 3; Prerequisites: [AM 145](#)

Offers a study of people who are deafened. Includes clinical and audiological descriptions of deafness and its course.

AM 154: Deaf History

Units (Credits): 3; Prerequisites: none

Examines segments of the history of deaf people and the deaf community, as well as the deaf experience from a historical perspective.

AM 199: Special Topics in Sign Language

Units (Credits): 0.5–3; Prerequisites: none

Includes short courses and experimental classes covering a variety of subjects. May be repeated for up to six units. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

AM 201: Interpreting IUnits (Credits): 3; Prerequisites: [AM 146](#)

Exposes students to the profession of sign language interpretation, providing them with an opportunity to determine their interest in the field.

AM 202: Interpreting IIUnits (Credits): 3; Prerequisites: [AM 201](#)

Develops receptive and expressive skills in interpreting. Includes a series of activities leading from consecutive interpretation to simultaneous interpretation skills.

AM 203: Interpreting IIIUnits (Credits): 3; Prerequisites: [AM 202](#)

Develops receptive and expressive skills in interpreting for deaf individuals. Follows a sequenced series of consecutive interpretation to simultaneous interpretation skills.

AM 204: Practicum in Sign Language InterpretingUnits (Credits): 1; Prerequisites: [AM 203](#)

Offers advanced interpreting exposure and practical experience in sign language interpreting.

AM 215: Conversational ASLUnits (Credits): 4; Prerequisites: [AM 147](#)

Focuses on the natural use of American Sign Language. Appropriate use of ASL grammar and vocabulary in conversational situations is stressed. Students master appropriate pragmatics, use of facial expressions, space, fingerspelling and classifiers, simultaneously for conversational fluency. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

AM 216: Receptive ASLUnits (Credits): 4; Prerequisites: [AM 147](#)

Provides opportunities for students to develop receptive skills with a wide variety of signers. Receptive language of children, teens, adults with various socio-economic levels, and senior signers will be developed. Acquisition and comprehension of regional signs, "slang" signs, and generational signs will also be emphasized.

AM 217: Language and Literacy for Deaf/Hard of Hearing Children

Units (Credits): 3; Prerequisites: none

Teaches the process of language acquisition and literacy development for children who are deaf or have a hearing loss. Includes comparison to the natural acquisition of language for all children and adults. Includes clinical, cultural, historical and audiological descriptions of deafness; the unique linguistic aspects of language and literacy acquisition and most importantly, practical application and activities that can be utilized with deaf/hard of hearing children. Geared to all persons wishing to learn about language and literacy acquisition, but especially geared to parents, educational interpreters, speech and language pathologists, audiologist, and teacher of deaf and hard of hearing children. Non-transferable for a NSHE baccalaureate degree Non-applicable towards an AA or AS Degree

Drafting (DFT)

[Career and Technical Education](#) Division

DFT 100: Basic Drafting Principles

Units (Credits): 3; Prerequisites: none

Introduces basic concepts of technical drawing. Covers perception theories, lettering, sketching techniques, use of drafting instruments, orthographic projection, basic dimensioning, and pictorial drawings. Designed as introductory course for CADD 100.

DFT 110: Blueprint Reading For Industry

Units (Credits): 3; Prerequisites: none

Teaches those concepts required by machine shops or engineering, electrical and welding industries. Student will begin with simple prints and proceed to more advanced prints. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

Early Childhood Education (ECE)

Career and Technical Education Division

ECE 121: Parent Care Relations

Units (Credits): 1; Prerequisites: none

Helps students acquire various communication skills to enhance parent/caregiver relationships. Covers interpersonal communication, listening skills and cooperative problem solving.

ECE 122: Observation Skills

Units (Credits): 1; Prerequisites: none

Provides parents and teachers various formal and informal methods to enhance their observation and assessment skills. Discussion includes methods for use with developmentally delayed children.

ECE 123: Health & Nutrition For the Young Child

Units (Credits): 1; Prerequisites: none

Examines the health and nutritional needs of young children. Develops skills in menu planning, selecting safe equipment and toys, routines to ensure good health and policies on illness.

ECE 129: Environment For Infant & Toddler

Units (Credits): 1; Prerequisites: none

Helps students choose equipment and materials to create a physical environment which is responsive to the infant/toddler total development. Staff considerations and time schedules will be explored.

ECE 133: Introduction to Managing Children's Behavior

Units (Credits): 1; Prerequisites: none

Exposes students to the basics of handling classroom behaviors.

ECE 151: Math In the Preschool Curriculum

Units (Credits): 1; Prerequisites: none

Studies activities and materials for developing mathematics readiness in the preschool.

ECE 152: Science in the Preschool Curriculum

Units (Credits): 1; Prerequisites: none

Studies activities and materials for teaching science in the preschool.

ECE 153: Language Development in the Preschool

Units (Credits): 1; Prerequisites: none

Studies development of language in preschool children. Emphasizes activities and materials for fostering development of receptive and expressive language skills in the preschool child.

ECE 154: Literature For Preschool Children

Units (Credits): 1; Prerequisites: none

Surveys books for use with preschool children. Includes techniques of storytelling and reading to children.

ECE 155: Literacy and the Young Child

Units (Credits): 1; Prerequisites: none

Emphasizes activities and materials for developing auditory and visual perception and other reading readiness skills in the preschool.

ECE 156: Music in the Preschool Curriculum

Units (Credits): 1; Prerequisites: none

Outlines activities and materials for teaching music in the preschool, including songs, dances and rhythm activities.

ECE 157: Art in the Preschool Curriculum

Units (Credits): 1; Prerequisites: none

Describes activities and materials for teaching art in the preschool, including creative development and enjoyment of art through various materials and activities.

ECE 158: Activities in Physical Development in Young Children

Units (Credits): 1; Prerequisites: none

Introduces activities and equipment for enhancing gross motor development of the preschool child.

ECE 167: Child Abuse & Neglect

Units (Credits): 1; Prerequisites: none

Provides the opportunity for students to learn the legal definition, symptoms, causes, and reporting procedures of child abuse and neglect. The class will include discussion of the roles and responsibilities of community agencies such as law enforcement, social services, child care personnel, medical and psychosocial professionals.

ECE 168: Infectious Diseases and First Aid

Units (Credits): 1; Prerequisites: none

Provides information about infectious diseases and first aid measures in the child care setting. Course content will include recognizing communicable and acute illnesses, management of accidents and injuries, preventive measures, health education, current research, and community resources.

ECE 198: Special Topics in Child Development

Units (Credits): 1–6; Prerequisites: none

Studies issues related to child development and early childhood education. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

ECE 200: The Exceptional Child

Units (Credits): 3; Prerequisites: none

Surveys the characteristics and specific needs of special children. Emphasizes teaching and behavioral management as well as available support services.

ECE 204: Principles of Child Guidance

Units (Credits): 3; Prerequisites: none

Studies effective communication with children in guiding behavior. Emphasis will be placed on techniques which help children build positive self-concepts and individual strengths within the context of appropriate limits and discipline. Includes use of direct and indirect guidance techniques as well as introduction to guidance systems.

ECE 231: Preschool Practicum: Early Childhood LabUnits (Credits): 1–6; Prerequisites: ECE 251 or consent of instructor

Allows students to work directly with young children under supervision of a master teacher for three hours per week per credit. Students will contract with the instructor and supervisor for completion of projects. Projects will be related to such areas as routines in the preschool, advanced curriculum planning and implementation, or communication techniques with parents. Lesson plans will be completed and carried out with children.

ECE 235: Adapting Curricula to Young Children With Special NeedsUnits (Credits): 3; Prerequisites: none; Recommended: ECE 251 & HDFS 201, ECE 250

Studies educational procedures used with young children with special needs and their families. Validated teaching procedures will be introduced including identification and referral, program planning, organizing the learning environment, promoting behavior change and adapting curriculum domains.

ECE 240: Administration of PreschoolUnits (Credits): 3; Prerequisites: ECE 250

Studies principles and practices in supervision and management of preschool and child care centers, including program planning, organization, budgeting, personnel records, relationships with community resources, regulatory agencies and working with parents.

ECE 250: Introduction to Early Childhood Education

Units (Credits): 3; Prerequisites: none

Introduces students to early childhood education. This course includes the history of child care, regulations, types of programs, legal issues, professional opportunities and current trends and issues. Emphasis is placed on the role of the preschool teacher in enhancing the social, emotional, physical and intellectual growth of preschool-aged children.

ECE 251: Curriculum in Early Childhood Education

Units (Credits): 3; Prerequisites: ECE 250

Considers methods of planning and teaching curriculum for children 3-5 years old. Includes curriculum development, children's play, lesson planning, and daily scheduling. Emphasis will be on curriculum development for children 3-5 years old in areas such as art, science, literature, music, language arts, block, dramatic play, etc.

Economics (ECON)

Career and Technical Education Division

ECON 100: Introduction to Economics

Units (Credits): 3; Prerequisites: none; Recommended: MATH095 or higher

Offers an introductory overview to supply and demand, the four types of product markets (perfect competition, monopolistic competition, oligopoly and monopoly), operations of markets, consumer and enterprise behavior, price determination. Also covers the measurement of the levels of national income, employment and general prices, and basic causes for fluctuation for these levels.

ECON 102: Principles of Microeconomics

Units (Credits): 3; Prerequisites: none; Recommended: MATH095 or higher

Covers supply and demand, the four types of markets (perfect competition, monopolistic competition, oligopoly and monopoly), operations of markets, consumer and enterprise behavior, and price determination.

ECON 103: Principles of Macroeconomics

Units (Credits): 3; Prerequisites: ECON 102 or consent of instructor; Recommended: MATH095 or higher

Introduces the study of the determination of levels of national income, employment and prices, and basic causes for fluctuation for these levels.

ECON 261: Principles of Statistics I

Units (Credits): 3; Prerequisites: MATH 126 or equivalent

Offers probability and major probability distributions, sampling theory, descriptive statistics, measure of central tendency and dispersion, index figures, and time series.

ECON 262: Principles of Statistics II

Units (Credits): 3; Prerequisites: ECON 261

Offers statistical inference; estimation hypothesis testing, simple linear regression and correlation, and analysis of variance.

Education (EDU)

Career and Technical Education Division

EDU 201: Introduction to Elementary Education

Units (Credits): 3; Prerequisites: none

Introduces the foundations of elementary education, current trends and issues in curriculum and instruction, the roles of teachers and issues of diversity. Includes field experience.

EDU 202: Introduction to Secondary Education

Units (Credits): 3; Prerequisites: none

Introduces the prospective middle/secondary school teacher to the role of thinker/reflective practitioner. Creates awareness of the historical, social, political and economic forces influencing schooling in the United States.

EDU 203: Introduction to Special Education

Units (Credits): 3; Prerequisites: none

Surveys the various types of exceptionalities. Emphasizes etiology, physical and educational characteristics.

EDU 204: Information Technology in Teaching

Units (Credits): 3; Prerequisites: none

Studies the use of microcomputers in operations and word processing applicable to classroom for teachers to operate and utilize microcomputers in education. Special instruction fees.

EDU 206: Classroom Learning Environments

Units (Credits): 3; Prerequisites: EDU 201

Presents the function and analysis of elementary school classrooms, daily activities, and methods of behavior management. Includes field experience.

EDU 207: Exploration of Children's Literature

Units (Credits): 3; Prerequisites: none

Surveys children's literature: issues, genre, censorship, historical background, book evaluation and selection.

EDU 208: Students with Diverse Abilities and Backgrounds

Units (Credits): 3; Prerequisites: EDU 203 ; Corequisites: EDU 209

Focuses on students with learning disabilities, mental retardation, behavior disorders and language disorders, and their accommodation in general education environments.

EDU 209: Exploring Teaching and Learning Practicum

Units (Credits): 1; Prerequisites: EDU 203 ; Corequisites: EDU 208

Applies field experience to acquaint students with types of disabling conditions and kinds of services available to persons with disabilities.

EDU 210: Nevada School Law

Units (Credits): 2; Prerequisites: none

Identifies legal issues in education and illustrates the implications of laws/mandates in the schools. Guidelines for teachers will provide information on avoiding situations that may lead to litigation. Concepts covered include teacher liability, teacher/student right to free speech and privacy, and accommodations for religious practices and students with disabilities.

EDU 214: Preparing Teachers to Use Technology

Units (Credits): 3; Prerequisites: EDU 204 or consent of instructor

Addresses designing and constructing a variety of common core educational artifacts for tomorrow's classrooms by way of hands-on advanced information technology applications. Students create a selection of high quality common core educational artifacts that are appropriate and/or applicable for the digital classroom and a Teacher's E-Portfolio.

Educational Professional Development (EPD)

Career and Technical Education Division

EPD 103: Driver Education - Train The Trainer

Units (Credits): 3; Prerequisites: none

Provides instruction for individuals to teach driver education classes. Covers regulatory driving law, traffic safety, offensive and defensive driving techniques that include active participation in activities that can be done safely. In addition to the use of simulators, participants will engage in activities that will be conducted outside of the classroom to include traffic observations and a courtroom visitation. Various instructional techniques will be employed that include guest speakers, interactive video activities and media review, writing lessons and practice teaching situations. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

EPD 220: Educational Techniques Methods K-12: Word

Units (Credits): 1-3; Prerequisites: none

Instructs teachers and future teachers in the classroom applications for Microsoft Word. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

EPD 221: Educational Techniques Methods K-12: PowerPoint

Units (Credits): 1-3; Prerequisites: none

Instructs teachers and future teachers in the classroom applications for Microsoft PowerPoint. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

EPD 222: Educational Techniques Methods K-12: Excel

Units (Credits): 1-3; Prerequisites: none

Instructs teachers and future teachers in the classroom applications for Microsoft Excel. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

EPD 223: Educational Techniques Methods K-12: Access

Units (Credits): 1–3; Prerequisites: none

Instructs teachers and future teachers in the classroom applications for Microsoft Access. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

EPD 235: Challenging Gifted and Talented Students K-12

Units (Credits): 0.5–3; Prerequisites: none

Offers instructors techniques and methods on how to keep the gifted and talented student challenged in the classroom. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

EPD 236: Diversity Strategies In The Classroom

Units (Credits): 0.5–3; Prerequisites: none

Assists teachers with developing strategies to instruct students who are at different levels in development, skill areas, and language abilities across the learning spectrum. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

EPD 237: Art Methods For Teachers K-6

Units (Credits): 0.5–3; Prerequisites: none

Offers instruction to teachers on how to teach and use art projects in the K-6 classroom. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

EPD 242: Reading and Writing Connection K-12

Units (Credits): 0.5–3; Prerequisites: none

Addresses the issues of reading for meaning and comprehension as well as writing and responding to literature to help construct meaning. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

EPD 244: Foundations of Reading Methods

Units (Credits): 0.5–3; Prerequisites: none

Offers an overview of reading as the four stages of spelling and the functions of reading. The synchrony among reading, writing, and spelling will be discussed. Instruction for young readers will be based on the students' development. The basic assessment practices will be addressed, noting that assessment is an ongoing process of observation, documentation, interpretation, evaluation, and planning. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

EPD 246: Advanced Tutor Training

Units (Credits): 1; Prerequisites: consent of instructor

Provides advanced application of contemporary learning theory relating to one-to-one tutorials and small group learning situations. Emphasizes philosophy, procedures, and practices of supplemental instruction which are known to be effective at improving learning for conflict management, learning styles, co-dependency in tutoring, and tutoring in a multicultural environment. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

EPD 250: Personality Types and Learning Styles

Units (Credits): 1–3; Prerequisites: none

Introduces an overview of personality types and the implications on learning and teaching styles. Methods to modify teaching techniques will be stressed. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

EPD 255: Math Methods For Gifted and Talented K-8

Units (Credits): 0.5–3; Prerequisites: none

Offers methods of teaching math to the gifted and talented K-8 student. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

EPD 256: Math Methods For Teachers K-8

Units (Credits): 0.5–3; Prerequisites: none

Offers methods of teaching math for elementary school students K-8, including algebra, geometry, and hands on techniques. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

EPD 261: Social Studies Methods K-12

Units (Credits): 0.5–3; Prerequisites: none

Offers methods course on how to enrich, prepare, and develop any social studies unit in order to be able to teach with confidence. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

EPD 271: ESL Teaching Methods

Units (Credits): 1–3; Prerequisites: none

Assists recertifying teachers, and students in the field of education, who work with Limited English Proficiency (LEP) students. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

EPD 276: Management Methods for Substitutes

Units (Credits): 0.5–3; Prerequisites: none

Offers practical methods and ready-to-use ideas for K-12 substitutes, including models of discipline, attentions signals, active participation, instant ideas, transition activities, methods for dealing with problem behavior, and inclusion strategies. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

EPD 277: Methods of Classroom Management

Units (Credits): 0.5–3; Prerequisites: none

Provides practical instructional and organizational methods for the inclusive classroom, including organization and record keeping, daily routines, models of discipline, methods for dealing with behavior problems, motivation, active participation, planning and assessment. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

EPD 295: Special Topics in Educational Professional Development

Units (Credits): 1–6; Prerequisites: none

Covers selected topics in education and critical and current issues in education. Repeatable as topics vary. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

EPD 297: Reading For Teachers

Units (Credits): 2; Prerequisites: none

Meets the Nevada Department of Education requirements for teacher certification and recertification. Instructs teachers in various aspects of reading, sequential skills, identification methods, and improvement methods for vocabulary and study reading. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

Educational Psychology (EPY)

Liberal Arts Division

EPY 150: Strategies for Academic Success

Units (Credits): 3; Prerequisites: none

Helps students to develop effective and efficient study skills. Students will learn how to learn.

Electrical Engineering (EE)

Liberal Arts Division

EE 220: Circuits I

Units (Credits): 3; Prerequisites: PHYS 181 ; Corequisites: EE 220L for students intending to major in electrical engineering at a university

Introduces analysis methods and network theorems used to describe the operation of electrical circuits. Includes resistive, capacitive and inductive components in DC and AC circuits. Formerly EE 201.

EE 220L: Circuits I Laboratory

Units (Credits): 1; Corequisites: EE 220

Introduces electrical engineering basic laboratory procedures and equipment. Formerly EE 200.

EE 291: Computer Methods For Electrical Engineers

Units (Credits): 3; Prerequisites: CS 135, MATH 181 or consent of instructor

Solves engineering problems using a computer. Studies errors, root finding, matrix algebra, complex numbers, graphics and programming. Introduces numerical methods and MATLAB.

EE 296: Internship I

Units (Credits): 1; Prerequisites: enrollment in engineering program

Instructs in preparation of written reports based on cooperative program assignments.

Electrical Theory (ELM)

Career and Technical Education Division

ELM 143: Wiring Techniques

Units (Credits): 2; Prerequisites: AIT 101

Introduces the concepts of industrial electrical. Describes the function of electrical prints, panels, the wiring between panels, and wire color coding. Students will be introduced to concepts in control system wiring fundamentals, wiring between and outside panels, panel wiring, wire bundling and experience a project in how to wire an electrical machine. Non-transferable for a NSHE baccalaureate degree Non-applicable towards an AA or AS Degree

Electronics Technology (ET)

Career and Technical Education Division

ET 100: Survey of Electronics

Units (Credits): 3; Prerequisites: none

Offers an overview of the ever-expanding fundamental relationships of voltage, current, impedance, amplification, radio receivers, transmitters and wave propagation. Includes some coverage of digital electronics and measurement. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

ET 104: Fabrication and Soldering Techniques

Units (Credits): 3; Prerequisites: none

Introduces electronic fabrication skills, tool operations applied to fabrication techniques of simple circuit boards, reading of schematic diagrams, soldering, drafting and wire wrapping. Non-transferable for a NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

ET 117: Computer Forensics

Units (Credits): 3; Prerequisites: none

Introduces the concept of using computer forensics to conduct a successful computer investigation. Covers acquiring digital evidence and reporting its findings. Covers fundamentals of setting up a forensics lab, acquiring the proper and necessary tools, and how to conduct an investigation and subsequent digital analysis. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

ET 131: DC for Electronics

Units (Credits): 4; Prerequisites: none

Familiarizes students with fundamentals of electronics including how to read resistor color codes, decipher capacitor values, and use electronic schematics to build simple electronic devices. Students conduct laboratory experiments to apply theoretical concepts and will use standard or simulated laboratory instruments such as multimeters. Covers Ohm's Law and Kirchhoff's Laws of voltage and current, and simple series and parallel circuits. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

ET 132: AC for Electronics

Units (Credits): 4; Prerequisites: ET 131 or consent of instructor

Familiarizes students with important electronic components, their schematic symbols and how to wire circuits on a solderless circuit board using diagrams. Introduces semiconductors, diodes, and basic theory of transistors and transistor amplifier configurations. Students conduct laboratory experiments and build electronic circuits utilizing these components. Soldering is introduced. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

ET 155: Home Technology Convergence

Units (Credits): 4; Prerequisites: none

Introduces the components and technologies that make up the "Smart Home". The convergence of home entertainment audio/visual equipment, surveillance and security systems, computer networks, and telecommunications will be taught in both theory and application. Students will build, configure and install cables, wallplates, jacks, control modules and equipment to bring alive the multiple technologies commonly used in a home or small office environment. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

ET 172: Semi-Conductor DevicesUnits (Credits): 4; Prerequisites: ET 131

Covers common devices used in the electronics industry i.e., diodes, transistors, and operational amplifiers, in a variety of applications including active filters, amplifiers, and power supplies. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

ET 198: Special Topics in Electronics

Units (Credits): 1–6; Prerequisites: none

Explores various topics of current interest/demand in Electronics Technology. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

ET 200: Electronics ProjectsUnits (Credits): 0.5–6; Prerequisites: ET 131 and consent of instructor

Studies special projects in Electronics Technology. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

ET 265: Fundamentals of TelecommunicationsUnits (Credits): 3; Prerequisites: CIT 165 or consent of instructor

Covers telecommunications principles including both voice and data communications. An examination of the communications industry and its regulatory environment will be provided. Topics include switching and signaling, voiceband communications, digital transmission, and emerging technologies. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

Emergency Medical Services (EMS)Nursing and Allied Health Division**EMS 100: Healthcare Provider CPR**

Units (Credits): 0.5; Prerequisites: none

Provides instruction of Basic Cardiac Life Support/ Cardiopulmonary Resuscitation for the Healthcare Provider which includes: one and two person rescuer for CPR and management of foreign body obstruction of the airway in adults, children and infants. Instruction also provides for recognition of signs and symptoms requiring AED intervention, safe administration of AED, and common actions that can be utilized for survival, and prevention of risk factors for heart attack and stroke. Certification according to the standards of the American Heart Association (AHA) is issued upon successful completion of course which requires passing of a written examination and practical demonstration. The course satisfies the CPR requirement for students admitted to the nursing program, nursing assistant and EMS courses. May be repeated for up to one unit. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

EMS 108: Emergency Medical Technician - Basic

Units (Credits): 7–8; Prerequisites: Must be 18 years or older. Current CPR certification, required immunizations and tests, health insurance, and background check required. See Nursing and Allied Health web site for further information.

Prepares individuals to provide basic emergency medical care, according to US Department of Transportation guidelines, to individuals experiencing sudden illness or injury. Course content includes appraisal of scene safety and scene management, assessment and treatment of common emergency patient conditions, including fractures, wounds and airway obstruction. Instruction includes use of emergency medications and automatic external defibrillation (AED) devices as well as components of continuing care during emergency ambulance transportation to the emergency department (ED). Clinical experience includes ambulance ride-along and ED hospital participation. Upon successful conclusion of the course the student is eligible to sit for the National Registry Examination for EMT Basic. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

EMS 109: Emergency Medical Technician Basic Refresher

Units (Credits): 2; Prerequisites: current Basic EMT Certification. Current CPR certification required. See Nursing and Allied Health web site for further information.

Reviews and updates knowledge and skills for individuals seeking to maintain current certification as a Basic EMT. Meets or exceeds U.S. Department of Transportation criteria and requirements for National Registry Certification. Course is required every two years to maintain current certification. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

EMS 115: Advanced Emergency Medical Technician

Units (Credits): 7–7.5; Prerequisites: Certified as a Nationally Registered EMT within the last two years. CPR Certificate. Must be at least 18 year of age at the time of enrollment.

Prepares students to incorporate knowledge of basic and advanced emergency medical care for critically ill and emergent patients to reduce the morbidity and mortality associated with acute out-of-hospital medical and traumatic emergencies. Teaches advanced airway maintenance skills, and the ability to recognize basic electrocardiography (ECG) arrhythmias and utilize pharmacological interventions within the scope of practices. Covers competencies including interventions such as suctioning, initiation of IV therapy, control of breathing and shock, and cardiopulmonary resuscitation. Teaches how the A-EMT provides care based on site assessment data and works alongside other EMS and health care professionals as an integral part of the emergency care team. Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA, AB or AS Degree.

Energy (ENRG)

Career and Technical Education Division

ENRG 110: Introduction to Alternative Energy

Units (Credits): 3; Prerequisites: none

Introduces alternative and sustainable energy sources and systems, including renewable approaches such as solar and wind.

ENRG 210: Solar Photovoltaic (PV) Design and Installation

Units (Credits): 3; Prerequisites: none

Introduces NEC (National Electric Code) compliant design of grid-tied Solar PV electric systems, including site analysis, production estimation, system design, installation and commissioning. Includes review of NV DIR and NABCEP test material and hands on experience with grid-tied Solar PV system. Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS degree.

Engineering (ENGR)

Liberal Arts Division

ENGR 100: Introduction to Engineering Design

Units (Credits): 3; Prerequisites: none

Provides overview of engineering practice and exposure to the environment which engineers generally work in. Students will have the opportunity to begin developing information retrieval, technical and interpersonal skills that can be used throughout their educational programs and subsequent careers.

II. Course Objectives and Linkage to General Education Program

The information in the parentheses after a course objective refers to the specific general education (GE) learning outcome that the objective meets. Objectives without this information are not linked to WNC's general education program. Upon successful completion of this course, students will have demonstrated they can:

1. Demonstrate working knowledge of key concepts and principles that apply to the engineering design process. (GE 1)
2. Write and present a technical report. (GE 2)
3. Use critical thinking and creativity to select and apply software tools to solve basic engineering problems. (GE 6)
4. Identify the skills and characteristics required for good teamwork and of a team leader.

English (ENG)

Liberal Arts Division

ENG 100: Composition - Enhanced

Units (Credits): 5; Prerequisites: ENG 95 or appropriate score on WNC placement exam or equivalent examination

Offers an intensive reading and writing course focusing on writing the expository and argumentative essay. Emphasizes revising and editing essays for development, coherence, style, and correctness as well as on investigative, reasoning, and organizational skills necessary to create successful research papers. Provides extra assistance in English writing skills, grammar, sentence structure, usage, and punctuation.

ENG 101: Composition I

Units (Credits): 3; Prerequisites or Corequisites: ENG 98, ENG 99 - ENG 98 with a grade of C- or better, **or** ENG 99 with a grade of C- or better, **or** appropriate score on WNC placement examination or equivalent examination

Study expository writing with special attention to the modes, arrangement and style. Students learn to write essays which are unified, thorough, clear and convincing. They learn the research, reasoning and organizational skills necessary for effective academic and research writing.

II. Course Objectives and Linkage to General Education Program

The purpose of this course is to provide instruction in the procedures and skills necessary to write clear and effective college-level prose for the academic environment. The information in the parentheses after a course objective refers to the specific general education (GE) learning outcome that the objective meets. Objectives without this information are not linked to WNC's general education program. Students who pass this course must demonstrate they can:

- Approach writing as a process.
- Present substantially error-free prose suitable in style and content to the purpose of the document and the audience (GenEd 2).
- Establish a thesis about a contemporary or enduring social issue and support the claim with appropriate reasoning and evidence (GenEd 6).
- Locate, evaluate, and correctly use information from multiple, appropriate resources to complete an argumentative research paper (GenEd 4).
- Write quality essays and assignments that demonstrate knowledge of either the Modern Language Association [MLA] or the American Psychological Association's [APA] style manual (GenEd 2).

ENG 102: Composition II

Units (Credits): 3; Prerequisites: [ENG 100](#), [ENG 101](#)

Continues the study of expository writing. Students read and analyze writing and discursive techniques of interpretation, argument, and research.

II. Course Objectives and Linkage to General Education Program

The purpose of this course is to provide a foundation of knowledge that allows students to further their study of Literature and/or apply knowledge to meet their personal and professional needs. The information in the parentheses after a course objective refers to the specific general education (GE) learning outcome that the objective meets. Objectives without this information are not linked to WNC's general education program. Upon completion of this course the student should be able to:

- Present substantially error-free prose suitable in style and content to the purpose of the document and the audience. (GenEd 2)
- Recognize, analyze, and apply the elements of various genres (types) of literature.
- Understand and use critical thinking and creativity to select and apply terms used to analyze literature suitable for arguments regarding literary texts. (GenEd 6)
- Discuss, research, and write about literature with critical insight, precision and clarity. (Gen Ed 4)

III. Topics

- Short Stories
- Poetry
- Literary Research and/or Criticism

ENG 107: Technical Communications I

Units (Credits): 3; Prerequisites: [ENG 99](#) with a grade of C- or higher or appropriate score on WNC placement examination or equivalent examinations.

Introduces expository methods with concentration on specific vocational writing forms, including memorandums, formal reports, manuals and proposals. Students will learn how adapt correct paragraph construction to suit the expectations of an occupational audience, in order to communicate clearly and effectively.

ENG 200: Novels Into Film

Units (Credits): 3; Prerequisites: [ENG 101](#), [ENG 102](#) or consent of instructor

This course studies film and novel genres to examine the transformation in genre when novels are made into films. Students read novels and view films based on those novels to examine the relative impact of each form upon the audience as well as to understand the differences between literary and film genre. Emphasizes critical reasoning to hone sharper perceptions as well as develop more conscious reasoning and writing skills. Prerequisite: ENG 101 and ENG 102 or consent of the instructor.

II. Course Objectives and Linkage to General Education Program

The purpose of this course is to provide a foundation of knowledge that allows students to further their study of film and/or apply knowledge to meet their personal and professional needs. The information in the parentheses after a course objective refers to the specific general education (GE) learning outcome that the objective meets. Objectives without this

information are not linked to WNC's general education program. Upon completion of this course the students should be able to:

- Understand the impact of cultural and historical events in general up on the development of the selected novels and films (Gen Ed 5)
- Recognize and understand the various literary and historic movements that have evolved in to the selected novels and films (Gen Ed 5)
- Recognize what literary and cinematic elements make up the aspects of the novel and film (Gen Ed 1)
- Recognize and understand the importance of certain novelists and directors in a historic perspective as well as their particular styles
- Recognize the similarity between certain literary and cinematic techniques

ENG 205: Introduction to Creative Writing

Units (Credits): 3; Prerequisites: ENG 102 or consent of instructor

Offers a beginning writers workshop in poetry, fiction, and creative non-fiction.

ENG 220: Writing Poetry

Units (Credits): 3; Prerequisites: ENG 102

Teaches poetry writing in a workshop setting. Lectures focus on different styles and forms of poetry. Discussion focuses on student writing with emphasis on providing positive, constructive criticism to motivate the student to develop new and better approaches to writing poetry.

ENG 221: Writing Fiction

Units (Credits): 3; Prerequisites: ENG 102 or consent of instructor

Teaches fiction writing in a workshop setting. Includes lectures and discussion of plot, character, style, and elements of fiction. Students are required to produce several works of short fiction.

ENG 222: Intermediate Fiction Writing

Units (Credits): 3; Prerequisites: ENG 221 or consent of instructor

Continues the study and application of the elements of fiction in a constructive workshop setting.

ENG 223: Themes of Literature

Units (Credits): 3-6; Prerequisites: ENG 102 or consent of instructor

This course offers reading of short stories, poems, plays and novels on a theme selected by the instructor. Course could examine such a topic as the American myth of the frontier or study perceived differences between various multicultural perceptions and attitudes in Europe and the United States. Prerequisite: ENG 101 and ENG 102 or consent of the instructor.

II. Course Objectives and Linkage to General Education Program

The purpose of this course is to provide a foundation of knowledge that allows students to further their study of prominent themes within literature and/or apply knowledge to meet their personal and professional needs. The information in the parentheses after a course objective refers to the specific general education (GE) learning outcome that the objective meets. Objectives without this information are not linked to WNC's general education program.

Upon completion of this course the student should be able to:

1. Present substantially error-free prose suitable in style and content to the purpose of the document and the audience. (Gen Ed 2)
2. Understand and use critical thinking and creativity to select and apply terms used to analyze literature suitable for applications or arguments regarding literary texts. (Gen Ed 6)
3. Describe the influence of diverse historical and/or contemporary positions on literary expressions or practices. (Gen Ed 5)

ENG 226: Memoir and Autobiography

Units (Credits): 3; Prerequisites: ENG 102 or consent of instructor

Offers a writing-intensive class which explores various approaches to writing memoirs, autobiography, family history, autobiography-based fiction, or other "life stories," incorporating the classic elements of the personal essay.

ENG 227: Advanced Memoir and Autobiography

Units (Credits): 3; Prerequisites: ENG 226 or consent of instructor

Continues English 226. Students explore approaches to writing memoir, autobiography, family history, other "life stories," or "creative nonfiction," and are encouraged to choose the approach the best fits their individual needs. They also read selected works written by "masters" in the field, studying strategies employed. Combines lecture/discussion/writers' workshop format.

ENG 243: Introduction to the Short StoryUnits (Credits): 3; Prerequisites: ENG 102

Read and analyze short story masterpieces. The short story is also considered a form of literature.

ENG 250: Children's LiteratureUnits (Credits): 3; Prerequisites: ENG 102 or consent of instructor

Includes reading and discussing selected children's literature. Students examine the role of literature in various themes and genres.

ENG 252: Introduction to DramaUnits (Credits): 2–3; Prerequisites: ENG 102**ENG 261: Introduction to Poetry**Units (Credits): 1–3; Prerequisites: ENG 102

Offers the elements of poetry, its basic types and forms, and the study of representative poets.

ENG 266: Popular LiteratureUnits (Credits): 3; Prerequisites: ENG 102 or consent of instructor

Studies various forms of popular writing, e.g., best-sellers, the western, science fiction, fantasy, the detective story.

ENG 267: Introduction to Women & LiteratureUnits (Credits): 3; Prerequisites: ENG 102 or consent of instructor

Studies women writers and their work and the ways in which women are portrayed in literature.

ENG 271: Introduction to ShakespeareUnits (Credits): 3; Prerequisites: ENG 102 or consent of instructor

Examines Shakespeare's principal plays read for their social interest and their literary excellence.

ENG 275: Contemporary LiteratureUnits (Credits): 3; Prerequisites: ENG 102 or consent of instructor

Studies selected contemporary writers for understanding and appreciation. Emphasizes British and American figures.

ENG 282: Introduction to Language & Literary ExpressionUnits (Credits): 3; Prerequisites: none; Recommended: ENG 102

Explores the forms and function of language with special application to literary study.

ENG 295: Directed Study in EnglishUnits (Credits): 1–3; Prerequisites: ENG 102

Allows students to pursue individual writing or research projects under the close supervision and guidance of the instructor.

ENG 297: Reading and InterpretingUnits (Credits): 3; Prerequisites: none; Recommended: ENG 101, ENG 102

Examines the methods for creating personal, critical responses to literature representing a range of time periods and genres. Within the framework of traditional and current critical approaches to literature, students will read works from a thematic and critical perspective.

ENG 299: Special Topics in English

Units (Credits): 1–3; Prerequisites: none

Includes short courses and experimental classes covering a variety of subjects. May be repeated for up to three units.

ENG 80: Diagnostic/Prescriptive Reading

Units (Credits): 1; Prerequisites: none

Focuses on reading improvement through individual diagnostic procedures, identifies reading problems, prescribes and implements remediation procedures.

ENG 90: Basic Writing I

Units (Credits): 3; Prerequisites: none

Provides instruction in basic English skills including grammar, parts of speech, agreement, syntax, punctuation, spelling, and sentence structure. Focuses on a variety of sentence patterns and types. Provides extensive practice in

grammar and usage. Grading: pass/fail.

ENG 95: Basic Writing II

Units (Credits): 3; Prerequisites: none

Provides instruction in basic writing skills including sentence patterns and basic paragraph development. Provides review of grammar, mechanics, punctuation, spelling, and word usage. Some sections of the course may be offered through computer-assisted instruction. Grading: Pass/Fail.

ENG 98: Basic Writing III

Units (Credits): 3; Prerequisites: appropriate score on WNC placement examination or equivalent examination

Helps students improve their writing for school or on the job. Offers practice in sentence, paragraph and short essay writing with attention to grammar, sentence structure and punctuation. The student will learn how to combine sentences and paragraphs to communicate clearly and effectively. Grading: pass/fail.

ENG 99: Basic Writing Strategies

Prerequisites: none

This course provides instruction in basic English skills including sentence patterns and basic paragraph development. Provides review of grammar, mechanics, punctuation, spelling, and word usage. This course offers practice in sentence, paragraph, and short essay writing with attention to grammar, sentence structure, and punctuation. The student will learn how to combine sentences and paragraphs into entire essays, in order to communicate clearly and effectively.

II. Course Objectives and Linkage to General Education Program

Upon completion of this course the students should be able to:

- Identify the essential elements of the sentence;
- Write sentences that are correct and meaningful;
- Use punctuation correctly;
- Practice sentence skills: appropriate word choice; correct grammatical usage; correct capitalization, spelling, and punctuation; recognizing and writing complete sentences;
- Write effective topic sentences (opening statements) and clincher sentences (closing statements);
- Generate specific evidence in support of topic sentence;
- Develop topic sentences into unified, coherent, detailed paragraphs.
- Establish a clear method of organization through the use of logic, transitions, and other connective devices;
- Develop unified, coherent paragraphs;
- Formulate the thesis statement and its development into an essay;
- Use correct MLA manuscript form;
- Use correct techniques of revision;
- Practice critical reading (recognition of main idea, support, patterns of organization);
- Practice peer review and self-evaluation.

Linkage of course to educational program mission and at least one educational program outcome.

Although this course does not fulfill any general education or degree program requirements, it will assist students toward developing college-level reading, writing, and critical thinking skills and prepare them to succeed in college-level courses.

Entrepreneurship (ENT)

Career and Technical Education Division

ENT 200: Fundamentals of Entrepreneurship

Units (Credits): 3; Prerequisites: none

Explores the basics of entrepreneurship, introducing students to the various aspects and activities involved. Looks at the characteristics of entrepreneurs, the cycle of entrepreneurship, idea generation and validation of an idea's ability to be successful, how to present a business idea to potential investors and how to take the plunge.

Environmental Studies (ENV)

Liberal Arts Division

ENV 100: Humans and Environment

Units (Credits): 3; Prerequisites: MATH 120 or consent of instructor

Provides an interdisciplinary introductory survey of the ecology of natural systems, with emphasis on the relationship of humans to the environment. Includes four laboratory experiences.

II. Course Objectives and Linkage to General Education Program

The information in the parentheses after a course objective refers to the specific general education (GE) learning outcome that the objective meets. Objectives without this information are not linked to WNC's general education program. Upon successful completion of this course, students will have demonstrated they can:

1. Use terminology specific to Environmental Science topics applied in the course. (GE 1)
2. Use Environmental Science concepts and principles demonstrating a working knowledge of Environmental processes. (GE 1)
3. Perform 4 laboratory activities that demonstrate the ability to apply concepts and principles in relation to Environmental Science. (GE 1)

III. Topics

The following is a list of topics that must be covered in ENV 100:

- Biome processes; Human-Environmental Impacts; Environmental Pollution; Environmental Disease; Climate Change.

ENV 101: Introduction to Environmental Science

Units (Credits): 3; Prerequisites: MATH 120 or consent of instructor.

Surveys basic ecological principles and examines selected environmental issues including overpopulation, pollution, and energy alternatives.

Finance (FIN)

Career and Technical Education Division

FIN 101: Personal Finance

Units (Credits): 3; Prerequisites: none

Introduces personal financial planning. Emphasizes budgeting, obtaining credit, buying decisions for a home, auto or other large purchases, investment decisions, and retirement planning.

FIN 115: Introduction to Investments

Units (Credits): 3; Prerequisites: none

Helps students understand the theoretical concepts and analytical foundations necessary for further study in the field. It will provide an overall picture of securities markets, institutions, processes and mechanisms on how stocks and bonds are bought and sold.

French (FREN)

Liberal Arts Division

FREN 101: French, Conversational I

Units (Credits): 3; Prerequisites: none

Emphasizes spoken communication. Listening, reading and writing skills will be explored. A vocabulary of French-English words can be developed to suit student needs. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

FREN 102: French, Conversational II

Units (Credits): 3; Prerequisites: FREN 101 or consent of instructor

Offers a second semester of Conversational French designed to continue and improve the skills learned in the first semester. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

FREN 111: First Year French I

Units (Credits): 4; Prerequisites: none

Develops language skills through practice in listening, speaking, reading, writing and structural analysis. Includes an introduction to French culture.

FREN 112: First Year French II

Units (Credits): 4; Prerequisites: FREN 111 or equivalent or consent of instructor

Continues with the second semester of the course to build on speaking, writing and reading skills in the French language.

FREN 211: Second Year French I

Units (Credits): 3; Prerequisites: FREN 112 or equivalent or consent of instructor

Considers structural review, conversation and writing and reading in modern literature.

FREN 212: Second Year French II

Units (Credits): 3; Prerequisites: FREN 211 or equivalent or consent of instructor

Continues structural review, conversation and writing and reading in modern literature.

Geography (GEOG)

Liberal Arts Division

GEOG 103: Physical Geography

Units (Credits): 3; Prerequisites: MATH 120, MATH 126 or higher or consent of instructor

Teaches the physical elements of geography, nature and distribution of climate, land forms, natural vegetation, and soils. Includes at least four lab experiences.

II. Course Objectives and Linkage to General Education Program

The information in the parentheses after a course objective refers to the specific general education (GE) learning outcome that the objective meets. Objectives without this information are not linked to WNC's general education program. Upon successful completion of this course, students should be able to:

1. Use terminology specific to physical geography topics selected for the course. (GE 1)
2. Use physical geography concepts and principles to demonstrate a working knowledge of earth processes. (GE 1)
3. Perform 4 laboratory activities that demonstrate the ability to apply concepts and principles in relation to physical geography. (GE1)

III. Topics

The following is a list of topics that must be covered in Geog 103:

- Maps and Coordinate System; Seasons; Weather and Climate; Climate Change; Atmospheric processes
- Additionally, instructors may choose to include other topics relevant to physical geography.

GEOG 104: Physical Geography Laboratory

Units (Credits): 1; Prerequisites or Corequisites: GEOG 103, MATH 120, MATH 126 or higher or consent of instructor

Offers experimental and in-depth investigations designed to illustrate fundamental principles of geosciences.

II. Course Objectives and Linkage to General Education Program

The information in the parentheses after a course objective refers to the specific general education (GE) learning outcome that the objective meets. Objectives without this information are not linked to WNC's general education program. Upon successful completion of this course, students should be able to:

1. Perform laboratory activities that demonstrate the ability to apply key physical geography concepts and principles. (GE1)

III. Topics

The following is a list of topics that must be covered in Geog 104:

- Maps and Coordinate System; Seasons; Weather and Climate; Atmospheric Processes
- Additionally, instructors may choose to include other topics relevant to a physical geography laboratory.

GEOG 106: Introduction to Cultural Geography

Units (Credits): 3; Prerequisites: none

Analyzes the culture regions of the world including physical settings, peoples, settlements, economic activities, historical and political factions with primary emphasis on the Old World.

II. Course Objectives and Linkage to General Education Program

The information in parentheses after a course objective refers to the specific general education (GE) learning outcome that the objective meets. Objectives without this information are not linked to WNC's general education program. Upon successful completion of this course, students should be able to:

1. Use terminology specific to the topics selected for the course. (GE 1)
2. Demonstrate working knowledge of sustainable human-environmental interaction(s). (GE 1)

3. Demonstrate working knowledge of the struggle between globalization and maintaining traditional values amongst societies.
4. Demonstrate working knowledge of key geographic concepts needed to explain cultural diversity . (GE 1)

III. Topics

The following is a list of topics that must be covered in GEOG 106:

- Basic geographic concepts, human population, ethnicity, migration and urbanization.

Additionally, the instructor may choose to include other topics relevant to cultural geography.

GEOG 121: Climate Change: The Science Basis

Units (Credits): 4; Prerequisites: none

Reviews past, present and likely future climate changes, and impacts on the landscape, with emphasis on water resources, species distributions, and wildfire regime. Scientific evidence relevant to Nevada will be presented.

GEOG 200: World Regional Geography

Units (Credits): 3; Prerequisites: none

Introduces the world's regions with concentration on parts of the world which may be less familiar - many of which are experiencing great changes and have a major impact on the United States. Specific areas that will be covered include Africa, Asia, and Latin America.

II. Course Objectives and Linkage to General Education Program

The information in parentheses after a course objective refers to the specific general education (GE) learning outcome that the objective meets. Objectives without this information are not linked to WNC's general education program. Upon successful completion of this course, students should be able to:

1. Use terminology specific to the topics selected for the course. (GE 1)
2. Understand spatial similarities & differences amongst global regions. (GE 1)
3. Use key geographic concepts to demonstrate the evolution of regional cultures and traditions. (GE 1)
4. Locate, evaluate, and appropriately use information from multiple sources to complete activities related to the evolution of regional conflicts. (GE 4)

III. Topics

The following is a list of topics that must be covered in GEOG 200:

- Basic geographic concepts, defining geographic regions, cultural attributes of regions, and physical geography attributes of regions.

Additionally, the instructor may choose to include other topics relevant to world regional geography.

GEOG 205: GIS Applications

Units (Credits): 3; Prerequisites: none

Introduces a variety of common Geographic Information Systems (GIS) applications. Through content, lectures and hands-on, students will use ArcInfo to complete a variety of tasks pertaining to the applications that are used in everyday GIS.

GEOG 210: Introduction to Geotechnology

Units (Credits): 3; Prerequisites: none

Introduces geotechnology, the technological advances used to describe, assimilate, or analyze spatial information. Emphasis is on Geographic Information Systems (GIS) with discussions on GPS, remotely sensed imagery, Google Earth and other applications. The importation and joining of various datasets is described, highlighting how a variety of data sources may be used for analysis of spatial features. Laboratory assignments will demonstrate real world applications derived from the lectures using ArcGIS desktop.

GEOG 211: Introduction to Maps and Compass

Units (Credits): 2; Prerequisites: none

Introduces the basics of map interpretation. Covers the characteristics of the map, emphasizing its blending of scientific and artistic aspects. Students will delve into map making, interpretation, aerial photography and the use of a GPS to construct maps.

Geology (GEOL)

Liberal Arts Division

GEOL 100: Earthquakes, Volcanoes, and Natural Disasters

Units (Credits): 3; Prerequisites: none

Investigates geology of the dynamic earth: geologic hazards and catastrophes, and geology of natural resources. Includes four laboratory experiences.

II. Course Objectives and Linkage to General Education Program

The information in the parentheses after a course objective refers to the specific general education (GE) learning outcome that the objective meets. Objectives without this information are not linked to WNC's general education program. Upon successful completion of this course, students should be able to:

1. Use terminology specific to the geologic topics selected for the course. (GE 1)
2. Use geologic concepts and principles to demonstrate a working knowledge of earth processes. (GE 1)
3. Apply classifications to categorize geologic features and phenomena relevant to the topics selected for this course. (GE 1)
4. Perform 4 laboratory activities that demonstrate the ability to apply concepts and principles in relation to geologic hazards and/or geologic resources. (GE1)

III. Topics

The following is a list of topics that must be covered in Geol 100:

- Plate tectonics; Earthquakes; Volcanoes; Mass wasting

Additionally, instructors may choose to include any of the following topics:

- Rocks and minerals; Flooding; Geologic resources (water, energy, rocks and minerals)

GEOL 101: Exploring Planet Earth

Units (Credits): 4; Prerequisites: [MATH 120](#), [MATH 126](#) or higher or consent of instructor

3 hours lecture and 3 hours lab. Lecture covers fundamental principles of geology: tectonics; minerals; igneous, metamorphic and sedimentary processes; and geologic time. Lab covers reading of topographic maps, study and identification of common rocks and minerals, and the study of geologic phenomena.

II. Course Objectives and Linkage to General Education Program

The information in the parentheses after a course objective refers to the specific general education (GE) learning outcome that the objective meets. Objectives without this information are not linked to WNC's general education program. Upon successful completion of this course, students should be able to:

1. Use terminology specific to the geologic topics selected for the course. (GE 1)
2. Use geologic concepts and principles to demonstrate a working knowledge of earth processes. (GE 1)
3. Apply classifications to categorize geologic features and phenomena relevant to the topics selected for this course. (GE 1)
4. Perform laboratory activities that demonstrate the ability to apply key physical geology concepts and principles. (GE1)

III. Topics

The following is a list of topics that must be covered in Geol 101:

- Earth's structure; Plate tectonics; Earth materials (minerals and rocks); Geologic time; Topographic maps

Additionally, instructors may choose to include any of the following topics:

- Volcanic activity; Earthquakes; Crustal deformation; Evolution of the seafloor; External earth processes

GEOL 102: Earth and Life Through Time

Units (Credits): 4; Prerequisites: [GEOL 101](#), [GEOL 103](#)

3 hours lecture and 3 hours lab. Studies the history of the earth and the origins of its landforms from the far past to the present time, age dating, evolution of organisms, times of extinction, mountain building episodes, and periods of glaciation.

II. Course Objectives and Linkage to General Education Program

The information in the parentheses after a course objective refers to the specific general education (GE) learning outcome that the objective meets. Objectives without this information are not linked to WNC's general education program. Upon successful completion of this course, students should be able to:

1. Use terminology specific to the geologic topics selected for the course. (GE 1)
2. Use geologic concepts and principles to demonstrate a working knowledge of historical geology processes. (GE1)
3. Apply classifications to categorize geologic features and phenomena relevant to the topics selected for this course. (GE 1)

4. Perform laboratory/field activities that demonstrate the ability to apply key historical geology concepts and principles (GE1)

III. Topics

The following is a list of topics that must be covered in Geol 102:

- Geologic time, relative and absolute dating processes, rock correlation, plate tectonics, fossils, geologic history of the earth.

Additionally, instructors may choose to include any of the following topics:

- Sedimentary geology, stratigraphy, climate change, human evolution; as well as other topics pertinent to historical geology.

GEOL 103: Physical Geology Laboratory

Units (Credits): 1; Prerequisites: GEOL 101, MATH 120, MATH 126 or higher, or consent of instructor (GEOL 101 may be taken concurrently)

Offers experimental and in-depth investigations designed to illustrate fundamental principles of geology.

GEOL 105: Introduction to Geology of National Parks

Units (Credits): 3; Prerequisites: none

Studies geologic processes through the lens of the national park system. Concepts of geologic time, plate tectonics, and the rock cycle will be explored by studying national parks and monuments that highlight geologic examples of the material presented.

II. Course Objectives and Linkage to General Education Program

The information in the parentheses after a course objective refers to the specific general education (GE) learning outcome that the objective meets. Objectives without this information are not linked to WNC's general education program. Upon successful completion of this course, students should be able to:

1. Use terminology specific to the geologic topics selected for the course. (GE 1)
2. Use geologic concepts and principles to demonstrate a working knowledge of geologic processes. (GE1)
3. Apply classifications to categorize geologic features and phenomena relevant to the topics selected for this course. (GE 1)
4. Perform at least 4 laboratory/field activities that demonstrate the ability to apply key geologic concepts and principles (GE1)

III. Topics

The following is a list of topics that must be covered in Geol 105:

- Plate tectonics, rocks and minerals, geologic time, geology of selected national parks.

Additionally, instructors may choose to include other topics pertinent to the geology of National Parks.

GEOL 111: Geology of Death Valley National Park

Units (Credits): 1–2; Prerequisites: none

Provides a general field experience in geology for students with little or no earth science background. Teaches the basics of rock identification, landform analysis and identification, and interpretation of modern and ancient geologic events through field study of Death Valley National Park. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

GEOL 112: Geology of Eastern Sierra

Units (Credits): 1–2; Prerequisites: none

Provides a general field experience in geology for students with little or no earth science background. Teaches the basics of rock identification, landform analysis and identification, and interpretation of modern and ancient geologic events through field study of the Eastern Sierra Nevada. Field study will include Mono Lake, Long Valley caldera, White Mountains, faults, and past glaciation in the area. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

GEOL 113: Geology of Lassen Volcanic National Park

Units (Credits): 1–2; Prerequisites: none

Provides a two-and-a-half day field experience in geology for students with little or no earth science background. Teaches the basics of volcanic rock identification, history of the Cascade Range, and interpretation of modern and ancient geologic events through field study of Lassen Volcanic National Park. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

GEOL 114: Geology of Lava Beds National Monument

Units (Credits): 1; Prerequisites: none

Provides a general field experience in geology for students with little or no earth science background. Teaches the basics of rock identification, landform analysis and identification, and interpretation of modern and ancient geologic events through field study of Lava Beds National Monument. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

GEOL 127: Prehistoric Life

Units (Credits): 3; Prerequisites: none

Surveys the history and the classification of fossil plants and animals, methods of interpretation of the fossil record, evolution of form and structure and the sequence of fossils in rocks.

II. Course Objectives and Linkage to General Education Program

The information in the parentheses after a course objective refers to the specific general education (GE) learning outcome that the objective meets. Objectives without this information are not linked to WNC's general education program. Upon successful completion of this course, students should be able to:

1. Use terminology specific to the topics selected for the course. (GE 1)
2. Use geologic concepts and principles to demonstrate a working knowledge of prehistoric life. (GE1)
3. Apply classifications to categorize features and phenomena relevant to the topics selected for this course. (GE 1)
4. Perform 4 laboratory activities that demonstrate the ability to apply key concepts and principles in relation to prehistoric life. (GE1)

III. Topics

The following is a list of topics that must be covered in Geol 127:

- Geologic time, organization of life, rocks and fossils, life through geologic time.

Additionally, instructors may choose to include other topics relevant to Prehistoric Life.

GEOL 132: Rocks & Minerals

Units (Credits): 3; Prerequisites: none

Focuses on the identification of rocks and minerals. Includes an introduction to the crystallography and chemistry of minerals as well as the petrology of igneous, sedimentary, and metamorphic rocks. Concludes with an overview of ore deposits.

GEOL 201: Geology of Nevada

Units (Credits): 3; Prerequisites: GEOL 101 or consent of instructor

Covers important geological developments in Nevada that have occurred throughout geologic time. At least one field trip will be required.

II. Course Objectives and Linkage to General Education Program

The information in the parentheses after a course objective refers to the specific general education (GE) learning outcome that the objective meets. Objectives without this information are not linked to WNC's general education program. Upon successful completion of this course, students should be able to:

1. Use terminology specific to the geologic topics selected for the course. (GE 1)
2. Use geologic concepts and principles to demonstrate a working knowledge of the geologic processes that have operated in Nevada through time. (GE1)
3. Apply classifications to categorize geologic features and phenomena relevant to the topics selected for this course. (GE 1)
4. Perform at least 4 laboratory/field activities that demonstrate the ability to apply key geologic concepts and principles (GE1)

III. Topics

The following is a list of topics that must be covered in Geol 201:

- Plate tectonics, including earthquakes, volcanoes, and crustal deformation; rocks and minerals; geologic time; geologic history of Nevada.

Additionally, instructors may choose to include other topics pertinent to the geology of Nevada.

GEOL 299: Special Topics in Geology

Units (Credits): 1–5; Prerequisites: none

Provides a study of selected topics in geology for students with little or no earth science background. Can include field experiences. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

German (GER)

Liberal Arts Division

GER 101: Conversational German I

Units (Credits): 3; Prerequisites: none

Emphasizes spoken communication. Listening, reading, and writing skills will be developed to suit student needs. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

GER 102: Conversational German II

Units (Credits): 3; Prerequisites: GER 101 or consent of instructor

Offers a second semester of conversational German designed to continue and improve the skills learned in GER 101. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

GER 111: First Year German I

Units (Credits): 4; Prerequisites: none

Develops language skills through practice in listening, speaking, reading, writing and structural analysis. Includes an introduction to German culture.

GER 112: First Year German II

Units (Credits): 4; Prerequisites: GER 111 or equivalent or consent of instructor

Continues with the second semester of the course to build on speaking, writing and reading skills in the German language.

Graphic Communications (GRC)

Career and Technical Education Division

GRC 103: Introduction to Computer Graphics

Units (Credits): 3; Prerequisites: Basic Computer Skills

Introduces processes involved in the creation and reproduction of graphic design for print and digital media. Covers graphic communications history, design theory, software applications, production processes, printing processes, and job opportunities. Presents a hands-on overview of a variety of graphic design software.

GRC 109: Color and Design

Units (Credits): 3; Prerequisites: Basic Computer Skills

Teaches color theories, color technologies and the application of color in art and design. Intermediate two-dimensional design problems focus on the compositional, optical and psychological aspects of visual communications.

GRC 144: Electronic Layout and Typography

Units (Credits): 3; Prerequisites: Basic Computer Skills; Recommended: GRC 103

Introduces electronic page layout software with an emphasis on typographic layout and design.

GRC 156: Design with Illustrator

Units (Credits): 3; Prerequisites: Basic Computer Skills; Recommended: GRC 103

Offers an introductory/intermediate class in the creation and execution of designs and illustrations in the electronic environment. Focuses on Adobe Illustrator Vector-Draw software, including the tools and techniques required to produce professional-level artwork.

GRC 175: Web Design I

Units (Credits): 3; Prerequisites: Basic computer skills.; Recommended: GRC 103, GRC 183

Introduction to authoring for the World Wide Web using industry standard software applications. Topics covered include planning, designing and building a Web site, aesthetics, creating and optimizing computer graphics for Web, information architecture, navigation and interactivity, Web publishing, Web hosting and site management.

GRC 179: Multimedia Design and Production I

Units (Credits): 3; Prerequisites: Basic computer skills; Recommended: GRC 103

Introduction to the basic principles and practices of digital video production. The course covers beginning and advanced phases of introductory digital video pre-production, production and post-production processes from idea to final output including: story and concept development, recording and capturing footage, importing and managing clips and artwork, editing techniques and utilizing transitions, special effects, titles and credits, sound design and output to different formats.

GRC 183: Design with Photoshop

Units (Credits): 3; Prerequisites: Basic computer skills; Recommended: [GRC 103](#)

Teaches an intermediate class in the application of computer graphics software to create and edit digital images and designs with raster/paint software (Adobe Photoshop).

GRC 188: Web Animation I

Units (Credits): 3; Prerequisites: [GRC 103](#) and basic computer skills or consent of instructor.

Continues advanced web site design. The second in a sequential set of courses that focus on advanced design theories in relation to the Internet and applications for animating web sites. Exercises will focus on advanced visual design and the creation of animation, as well as related concepts and practices.

GRC 244: Electronic Layout and Typography II

Units (Credits): 3; Prerequisites: [GRC 144](#), [GRC 156](#)

Advanced studio covering typography, graphic design and advertising theories and techniques for print media. Class will focus on creativity and the creative process and how these principles affect communication of ideas. Topics include image/copy interaction, production techniques and the use of type in complex compositions as well as multipage documents.

GRC 275: Web Design II

Units (Credits): 3; Prerequisites: [GRC 175](#), [GRC 188](#) or consent of instructor

Offers advanced web page design using industry-standard applications. Topics include CCS layout, advanced site building features, site management, interactivity, and customization.

GRC 283: Electronic Imaging II

Units (Credits): 3; Prerequisites: [GRC 103](#), [GRC 144](#), [GRC 183](#), [GRC 156](#) or consent of instructor.

Studies advanced applications of graphics software to build design projects. Covers layout and typography as well as pixel and vector-based software.

GRC 290: Internship in Graphic Communications

Units (Credits): 1–6; Prerequisites: Completion of 21 units of GRC classes and consent of instructor

Provides supervised work experience within a selected graphic communications business, dependent upon student's selected major emphasis. Designed to apply knowledge to real on-the-job situations in a program designed by a company official and a faculty advisor. Available to students entering their last semester of instruction for the Graphic Communications associate degree. Contact department advisor for application, screening and required skills evaluation.

GRC 294: Professional Portfolio

Units (Credits): 3; Prerequisites: minimum of 21 units of GRC design/production classes or consent of instructor

Focuses on the development of a portfolio for employment in the graphic communications field. Professional and legal requirements will be explored.

History (HIST)

Liberal Arts Division

HIST 101: United States History to 1865

Units (Credits): 3; Prerequisites: none

Offers a survey of American history and civilization from the time of the first European settlement to about 1865.

II. Course Objectives and Linkage to General Education Program

The purpose of this course is provide a foundation of knowledge that allows students to further their study of American History and/or apply this knowledge to meet their personal and professional needs. The information in the parenthesis after a course objective refers to the specific general education (GE) learning outcome that the objective meets. Objectives without

this information are not linked to WNCâs general education program. Upon successful completion of this course, students will have demonstrated they can:

1. Exhibit factual knowledge of fundamental principles, factors for change, theories, and generalizations from the field of American history and civilization to 1865 (GE 1).
2. Examine historical and cultural changes through the location and evaluation of information including primary and secondary sources (GE 4).
3. Describe diverse historical and/or contemporary positions on selected democratic values or practices (GE 5).
4. Demonstrate analytical and critical thinking through substantially error-free prose suitable in style and content to the purpose of the document and the audience (GE 2, 6).
5. Draw a conclusion about a contemporary or enduring issue in American History and support the conclusion with appropriate reasoning and evidence (GE 6).

HIST 102: United States History 1865 to Present

Units (Credits): 3; Prerequisites: none

Covers American history and civilization since the end of the American Civil War.

II. Course Objectives and Linkage to General Education Program

The purpose of this course is provide a foundation of knowledge that allows students to further their study of American History and/or apply this knowledge to meet their personal and professional needs. The information in the parenthesis after a course objective refers to the specific general education (GE) learning outcome that the objective meets. Objectives without this information are not linked to WNCâs general education program. Upon successful completion of this course, students will have demonstrated they can:

1. Exhibit factual knowledge of fundamental principles, factors for change, theories, and generalizations from the field of American history after 1865 (GE 1).
2. Examine historical and cultural changes through the location and evaluation of information including primary and secondary sources (GE 4).
3. Describe diverse historical and/or contemporary positions on selected democratic values or practices (GE 5).
4. Demonstrate analytical and critical thinking through substantially error-free prose suitable in style and content to the purpose of the document and the audience (GE 2, 6).
5. Draw a conclusion about a contemporary or enduring issue in American History and support the conclusion with appropriate reasoning and evidence (GE 6).

HIST 105: European Civilization to 1648

Units (Credits): 3; Prerequisites: none

Covers the development of Western civilization and history from its beginnings in the valleys of the Nile, Tigris, and Euphrates rivers to the mid-17th century rise of strong nation-states.

II. Course Objectives and Linkage to General Education Program

The purpose of this course is provide a foundation of knowledge that allows students to further their study of Western Civilizations and European History and/or apply this knowledge to meet their personal and professional needs. The information in the parenthesis after a course objective refers to the specific general education (GE) learning outcome that the objective meets. Objectives without this information are not linked to WNCâs general education program. Upon successful completion of this course, students will have demonstrated they can:

1. Exhibit factual knowledge of fundamental principles, distinct historical events, ideas and concepts of Western Civilizations from their beginnings to the onset of the modern age (GE 1)
2. Examine and explain the forces leading to historical change and political, economic, and social transformation through the location and evaluation of information including primary and secondary sources (GE 4).
3. Demonstrate an appreciation of cultural, political, and religious diversity through the examination of various Western Civilizations before the modern era (GE 5)
4. Demonstrate analytical and critical thinking through substantially error-free prose suitable in style and content to the purpose of the document and the audience (GE 2, 6).
5. Draw a conclusion about a contemporary or enduring issue in Western Civilization, such as achievements and/or resilience of peoples, and support the conclusion with appropriate reasoning and evidence (GE 6)

HIST 106: European Civilization 1648 to Present

Units (Credits): 3; Prerequisites: none

Covers Western civilization and history from the mid-17th century to the present.

II. Course Objectives and Linkage to General Education Program

The purpose of this course is provide a foundation of knowledge that allows students to further their study of Western Civilizations and European History and/or apply this knowledge to meet their personal and professional needs. The information in the parenthesis after a course objective refers to the specific general education (GE) learning outcome that the objective meets. Objectives without this information are not linked to WNC's general education program. Upon successful completion of this course, students will have demonstrated they can:

1. Exhibit factual knowledge of fundamental principles, distinct historical events, ideas and concepts of Western civilizations from 1648 to the present (GE 1).
2. Examine and explain the forces leading to historical change and political, economic, and social transformation through the location and evaluation of information including primary and secondary sources (GE 4).
3. Demonstrate an appreciation of cultural, political, and religious diversity through the examination of various Western Civilizations after 1648 (GE 5).
4. Demonstrate analytical and critical thinking through substantially error-free prose suitable in style and content to the purpose of the document and the audience (GE 2, 6).
5. Draw a conclusion about a contemporary or enduring issue in Western Civilization, such as achievements and/or resilience of peoples, and support the conclusion with appropriate reasoning and evidence (GE 6).

HIST 111: Survey of American Constitutional History

Units (Credits): 3; Prerequisites: none

Teaches the origin, development, history of the Nevada and United States constitutions. Course will examine the American judicial system through a number of significant decisions and will analyze the individuals who made those decisions.

II. Course Objectives and Linkage to General Education Program

The purpose of this course is provide a foundation of knowledge that allows students to further their study of Nevada and US Constitutional history and/or apply this knowledge to meet their personal and professional needs. The information in the parenthesis after a course objective refers to the specific general education (GE) learning outcome that the objective meets. Objectives without this information are not linked to WNC's general education program. Upon successful completion of this course, students will have demonstrated they can:

1. Exhibit factual knowledge of origins, terminology, classification of law, and unique characteristics about the Nevada and United States Constitutions (GE 1).
2. Examine and explain significant judicial decisions at the state and national level through the location and evaluation of information including primary and secondary sources (GE 4).
3. Describe diverse historical and/or contemporary positions on selected democratic values or practices (GE 5)
4. Demonstrate analytical and critical thinking through substantially error-free prose suitable in style and content to the purpose of the document and the audience (GE 2, 6).
5. Draw a conclusion about a contemporary or enduring issue in Nevada or United States constitutional history and support the conclusion with appropriate reasoning and evidence (GE 6).

HIST 207: Discover Nevada's Past

Units (Credits): 1-3; Prerequisites: none

Explores the many historic sites and scenic areas of Nevada, utilizing lecture discussions, slide presentations, readings and videos.

HIST 217: Nevada History

Units (Credits): 3; Prerequisites: none

Studies Nevada's history from prehistoric times to the present. The course will examine the early mining and cattle frontiers, the development of towns and the advent of industrialization as well as the 20th century problems of water, energy, and growth.

II. Course Objectives and Linkage to General Education Program

The purpose of this course is provide a foundation of knowledge that allows students to further their study of Nevada state history and/or apply this knowledge to meet their personal and professional needs. The information in the parenthesis after a course objective refers to the specific general education (GE) learning outcome that the objective meets. Objectives

without this information are not linked to WNC's general education program. Upon successful completion of this course, students will have demonstrated they can:

1. Exhibit factual knowledge of the physical, climactic, economic, political and historical environments that shaped the unique history of Nevada (GE 1).
2. Examine and explain significant political, social, and economic changes in Nevada history through the location and evaluation of information including primary and secondary sources (GE 4).
3. Describe diverse historical and/or contemporary positions on selected democratic values or practices (GE 5).
4. Demonstrate an appreciation of cultural diversity through an examination of Nevada's tribal history before and after Euro-American arrival (GE 5).
5. Demonstrate analytical and critical thinking through substantially error-free prose suitable in style and content to the purpose of the document and the audience (GE 2, 6).
6. Draw a conclusion about a contemporary or enduring issue in Nevada history and support the conclusion with appropriate reasoning and evidence (GE 6).

HIST 247: Introduction to the History of Mexico

Units (Credits): 3; Prerequisites: none

Introduces pre-Columbian Mexico, Colonial New Spain and Mexican national history to the present.

II. Course Objectives and Linkage to General Education Program

The purpose of this course is provide a foundation of knowledge that allows students to further their study of Mexico or United States/Mexican relations and/or apply this knowledge to meet their personal and professional needs. The information in the parenthesis after a course objective refers to the specific general education (GE) learning outcome that the objective meets. Objectives without this information are not linked to WNC's general education program. Upon successful completion of this course, students will have demonstrated they can:

1. Exhibit factual knowledge of the social, economic, political and international events that shaped the development of Mexico (GE 1).
2. Examine and explain significant political, social, and economic changes in Mexican history through the location and evaluation of information including primary and secondary sources (GE 4).
3. Describe diverse historical and/or contemporary positions on selected democratic values or practices (GE 5).
4. Demonstrate an appreciation of cultural diversity through an examination of various civilizations (GE 5).
5. Demonstrate analytical and critical thinking through substantially error-free prose suitable in style and content to the purpose of the document and the audience (GE 2, 6).
6. Draw a conclusion about a contemporary or enduring issue in Mexican History and support the conclusion with appropriate reasoning and evidence (GE 6).

HIST 295: Special Topics in History: India

Units (Credits): 3; Prerequisites: consent of instructor

Offers a broad survey of the history of India from prehistoric times through the regal empires, the colonial experience and modern history. Covers the historical and current Indian political systems and its experience with socialism as well as its current economy. Reviews India's culture including Hinduism, Buddhism, the caste system, sexuality, and music, dance, literature and movies.

Holocaust, Genocide and Peace Studies (HGPS)

Liberal Arts Division

HGPS 201: Concepts in Holocaust, Genocide and Peace Studies

Units (Credits): 3; Prerequisites: none

Analyzes the origins of prejudice, hatred, and dehumanizing policies; examines major social conflicts, mass destructions and genocides; explores conflict resolutions and peaceful social relationships.

Human Development & Family Studies (HDFS)

Career and Technical Education Division

HDFS 201: Life Span Human Development

Units (Credits): 3; Prerequisites: none

Studies human growth over the life span covering the biological influences on development and the processes of intellectual and social development. Reviews the family system and explores major challenges and developmental issues facing families today.

HDFS 202: Introduction to Families

Units (Credits): 3; Prerequisites: none

Explores the dynamics of development, interaction, and intimacy of primary relationships in contextual and theoretical frameworks, societal issues and choices facing diverse family systems. This course is taught from a bio-psycho-social approach within the family ecological system context. It incorporates issues relevant to international families and diverse family arrangements within North America. Traditional issues of families are reframed, reconstructed, and questioned. Application of ideas to those working with families in a variety of settings including: physical health, mental health, economic and educational arenas.

HDFS 232: Diversity and the Young Child - A Multicultural Perspective

Units (Credits): 3; Prerequisites: none

Considers the development of young children from the prenatal period through age 8, focusing on diversity among children. Diversity will be explored in cultural, ethnic and linguistic variations as well as differences in ability and typical/atypical development. Students will seek to understand development and its cultural variations so that teaching young children will be more effective, empathic and aware. This course will explore the many ways of growing up and the worldwide diversity of that process.

Humanities (HUM)

Liberal Arts Division

HUM 101: Introduction to Humanities

Units (Credits): 3; Prerequisites: none

Offers an interdisciplinary approach to the humanities. Students study major works in art, music, literature, and philosophy with historical framework.

HUM 198: Special Topics In Humanities

Units (Credits): 0.5–3; Prerequisites: none

Studies selected issues or topics of significance within the field of humanities. Intent will be to develop an interdisciplinary awareness and appreciation for the areas of art, music, literature, theater, history, and architecture. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

Informatics (INF)

Career and Technical Education Division

INF 100: Introduction to Informatics I

Units (Credits): 3; Prerequisites: none

Deals with the nature of Informatics within the information technology space. Addresses the core concept of integration of people, technology and information. Emphasizes the practical dimension of Informatics, real problems, and the socio-economic situations in which they arise. Presents a variety of Informatic tools from various domains and their implications for science, engineering, art the humanities and society.

INF 110: Introduction to Informatics II

Units (Credits): 3; Prerequisites: INF 100

Covers basic concepts of computing and network hardware; software architecture of information systems, systems and applications programming, fundamental data constructs, general problem-solving techniques, and building secure and reliable information infrastructures.

Information Systems (IS)

Career and Technical Education Division

IS 101: Introduction to Information Systems

Units (Credits): 3; Prerequisites: none

Introduces the student to the role of computers in today's technology-driven environment, allowing for a hands-on lab experience. Students will be introduced to the Internet, distance education, and the World Wide Web for research, along with operating systems, word processing, spreadsheets, database and basic multi-media. Upon successful completion of this course, the student will be able to demonstrate basic computer survival skills, understand computer terminology, and create data using a variety of software.

IS 201: Computer Applications

Units (Credits): 3; Prerequisites: IS 101 or experience in office software.

Develops the student's knowledge of integrated office productivity software. Topics will cover word processing, database, spreadsheets and working with macro programming. Coursework or experience using office software is essential for successful completion and gives students the foundation to pass expert level certification tests.

Italian (ITAL)

Liberal Arts Division

ITAL 101: Italian Conversational I

Units (Credits): 3; Prerequisites: none

Emphasizes spoken communication. Listening, reading and writing skills will be explored. A vocabulary of Italian-English words can be developed to suit student needs. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

ITAL 102: Italian Conversational II

Units (Credits): 3; Prerequisites: ITAL 101 or consent of instructor

Continues from the first semester of Italian to build on speaking, writing and reading skills in the Italian language. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

ITAL 103: Italian, Conversational III

Units (Credits): 3; Prerequisites: none

Continues from the second semester of Italian to build on speaking, writing and reading skills in the Italian language. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

ITAL 104: Italian, Conversational IV

Units (Credits): 3; Prerequisites: none

Continues from the third semester of Italian to build on speaking, writing and reading skills in the Italian language. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

ITAL 111: First Year Italian I

Units (Credits): 4; Prerequisites: none

Introduces the Italian language through the development of language skills and structural analysis. Includes an introduction to Italian culture.

ITAL 112: Elementary Italian II

Units (Credits): 4; Prerequisites: ITAL 111

Continues study of the Italian language through the development of language skills and structural analysis. Includes an introduction to Italian culture.

Japanese (JPN)

Liberal Arts Division

JPN 101: Conversational Japanese I

Units (Credits): 3; Prerequisites: none

Teaches standard (Tokyo) dialect of spoken Japanese at the beginning level. Listening comprehension skills will be developed. Teaches reading and writing of Kanji (Chinese characters) as well as the Hiragana and Katakana phonetic symbol sets keyed to the spoken vocabulary. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

Journalism (JOUR)

Liberal Arts Division

JOUR 101: Critical Analysis of Mass Media

Units (Credits): 3; Prerequisites: none

Surveys the role of newspapers, radio, television, the Internet, advertising and public relations organizations. Offers interpretation of the day's news and analysis of media performance.

JOUR 201: Media Writing

Units (Credits): 3; Prerequisites: JOUR 101

Teaches writing in journalistic and persuasive styles for mass media. Emphasis on analysis and organization of information, and clarity of expression.

JOUR 290: Internship in JournalismUnits (Credits): 3; Prerequisites: [JOUR 101](#)

Limited to students interested in a career in journalism. To participate, students must fill out an internship application, meet with an intern advisor, and interview with internship sponsor and instructors. Interns will not be compensated and hours will be determined by enrollment units.

Laboratory Technician (LTE)[Nursing and Allied Health](#) Division

LTE 101: Fundamental Phlebotomy

Units (Credits): 4; Prerequisites: Vaccinations and major health insurance required. See requirements to LTE under the Nursing and Allied Health division.

Designed to teach students the fundamental theories and techniques needed to successfully perform venipunctures safely and efficiently. Student will learn theories in the online portion of the course. Students will apply theory to actual performance of venipunctures in a student laboratory.

LTE 102: Applied PhlebotomyUnits (Credits): 3.5; Prerequisites: [LTE 101](#) With C or better. Vaccinations, major medical insurance and background check required. See Nursing and Allied Health Division student requirements for LTE.

Designed to allow students to apply theory and techniques learned in LTE 101. Students will review venipuncture techniques in the student laboratory setting and apply their knowledge in the clinical setting of outpatient draw centers and a hospital for 100 clock hours.

Machine Tool Technology (MTT)[Career and Technical Education](#) Division

MTT 105: Machine Shop I

Units (Credits): 3; Prerequisites: none

Introduces basic machine shop skills which include lathe operation, lathe speeds and feeds, precision measuring techniques, layout methods, band saw and drill press operations, and exposure to the science of heat-treating of metals. Shop safety and etiquette will be stressed. To develop entry level skills, MTT 110 is recommended. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

MTT 106: Machine Shop Practice IUnits (Credits): 2; Corequisites: [MTT 105](#)

Expands the student's manual skills by putting into practice the theories and user skills introduced in MTT 105. The emphasis will be geared towards a more practical, hands-on experience through the use of lathes, layout techniques, vertical and horizontal band saws, measuring instruments and some vertical mill work. Shop safety and cleanup are always stressed. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

MTT 110: Machine Shop IIUnits (Credits): 3; Prerequisites: [MTT 105](#), [MATH 110](#), [MATH 120](#), [MATH 126](#) or higher or consent of instructor

Expands skills introduced in MTT 105 to an intermediate level and introduces further skills which include vertical mill, drill sharpening, speed feeds and some production methods. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

MTT 111: Machine Shop Practice IIUnits (Credits): 2; Corequisites: [MTT 110](#)

Further develops student's manual skills by putting into practice the theories and user skills introduced in MTT 110. The emphasis will be a more practical, hands-on experience through the use of vertical mill work, layout techniques, vertical and horizontal band saws, measuring instruments and some lathes. Shop safety and cleanup are always stressed. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

MTT 230: Computer Numerical Control IUnits (Credits): 4; Prerequisites: [MTT 105](#), [MTT 110](#), [COT 105](#), [COT 204](#) or consent of instructor

Offers an introductory class to provide a basic understanding of computer numerical control. During this course the student is introduced to the axis systems, absolute and incremental programming, tool offsets, controller operation, and fixture offsets.

To better understand the CNC programming process, CNC II is recommended as a follow-up. Includes three hours lecture, three hours lab per week.

Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

MTT 232: Computer Numerical Control II

Units (Credits): 4; Prerequisites: MTT 230 or consent of instructor

Provides a continuation of MTT 230 and offers the student the opportunity to gain practical experience for further development of their skills by providing additional information and exposure to more complex applications of machining including CNC programming, mirror imaging, polar coordinates, tool compensation, and threading and computer integrated manufacturing.

Includes three hours lecture, three hours lab per week.

Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

MTT 250: Machine Shop III

Units (Credits): 3; Prerequisites: MTT 110, DFT 110 or consent of instructor

Expands skills introduced in MTT 105 and MTT 110 to a more advanced level by developing projects that emphasize tolerances, plan of procedure and blueprint reading. Introduces further skills for surface grinding and tool and cutter grinding. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

MTT 251: Machine Shop Practice III

Units (Credits): 2; Corequisites: MTT 250

Further develops student's manual skills by putting into practice the theories and user skills introduced in MTT 250. The emphasis will be a more practical, hands-on experience through the use of vertical mill work, layout techniques, vertical and horizontal band saws, measuring instruments and lathes. Shop safety and cleanup are always stressed. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

MTT 260: Machine Shop IV

Units (Credits): 3; Prerequisites: MTT 250 or consent of instructor

Concentrates on areas of interest leading to design of an advanced project emphasizing skills learned in MTT 105, MTT 110 and MTT 250. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

MTT 261: Machine Projects

Units (Credits): 1–6; Prerequisites: consent of instructor

Permits students to work on projects of their own choosing and/or explore areas of special interest under the direction of a college instructor. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

MTT 262: Machine Shop Practice IV

Units (Credits): 2; Corequisites: MTT 260

Allows students additional time to concentrate on areas of interest leading to completion of an advanced project emphasizing skills introduced in MTT 260. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

MTT 291: CNC Practice

Units (Credits): 2–3; Prerequisites: none

Develops computer aided manufacturing skills with hands-on instruction on how to design and prepare manufacture parts using CAD/CAM software. Safety and clean up are stressed. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

MTT 292: Computer-Aided Manufacturing I

Units (Credits): 1–4; Prerequisites: MTT 230, MTT 232, CADD 100 or consent of instructor

Teaches computer-aided manufacturing for two-and-a-half dimension axes (2.5D). Students learn how to design and prepare to manufacture parts on the mill and lathe using state of the art CAD/CAM software. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

MTT 293: Computer-Aided Manufacturing II

Units (Credits): 1–4; Prerequisites: MTT 292 or consent of instructor

Teaches computer-aided manufacturing for three dimension axes (3D). Students learn how to design and prepare to manufacture parts in full 3D for the CNC mill using CAD/CAM software. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

MTT 295: Work Experience

Units (Credits): 1–6; Prerequisites: consent of instructor

Provides students with on the job, supervised and educationally directed work experience. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

Management (MGT)

Career and Technical Education Division

MGT 103: Introduction to Small Business Management

Units (Credits): 3; Prerequisites: BUS 101 or consent of instructor

Develops an understanding of the small business enterprise with emphasis on how such businesses are started and managed successfully, including planning, finance, marketing, administrative control, and other type of activities.

MGT 201: Principles of Management

Units (Credits): 3; Prerequisites: BUS 101 or consent of instructor

Studies fundamentals and principles of management; administrative policies, objectives and procedures, and problems of organization control and leadership.

MGT 201 is accepted in lieu of MGRS 301 (UNR) or MGT 401 (UNLV) upon validation of content and knowledge by approved College of Business examination, or satisfactory performance ("C" or better) in MGRS 352 (UNR) or MGT 452 (UNLV) during the first year of eligibility to enroll in the appropriate upper division business course at the University of Nevada, Reno or the University of Nevada, Las Vegas.

MGT 212: Leadership & Human Relations

Units (Credits): 3; Prerequisites: BUS 101, MGT 201 or consent of instructor

Teaches understanding and managing human behavior in organizations. Central to the course is developing a better understanding of one's self as a leader and exploring some of the more effective ways of leading others.

MGT 235: Organizational Behavior

Units (Credits): 3; Prerequisites: BUS 101, MGT 201 or consent of instructor

Studies concepts, theories and case studies concerning the behavior of people in modern business organizations. Analyzes the internal organization structure, and managerial roles and functions, in the business and other goal-oriented institutions. Studies theory and design of organizational structure, impact of work flow, leadership styles, and control systems on human behavior.

MGT 247: Industrial Management

Units (Credits): 1–3; Prerequisites: MGT 201

Studies the operation of a manufacturing enterprise, concentrating on the economies of production. Introduces a grounding on analytical method early so that the broad problem areas of system design, operation, and control can be based on the analytical method. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

MGT 283: Introduction to Human Resources Management

Units (Credits): 3; Prerequisites: BUS 101, MGT 201 or consent of instructor

Develops an understanding of the duties and responsibilities of personnel at the mid-management level.

MGT 323: Organizational Behavior and Interpersonal Behavior

Units (Credits): 3; Prerequisites: admission to the BTECH program or consent of advisor

Examines behavioral influences which affect productivity, organizational effectiveness, and efficiency including: perception, motivation, decision making, communication, leadership, organizational design, group behavior and coping with stress.

MGT 367: Human Resource Management

Units (Credits): 3; Prerequisites: MGT 323 and admission to the BTECH program or consent of advisor

Considers theoretical concepts and practical approaches relevant to management systems and processes: recruitment, training, appraisal, compensation and labor relations. Emphasis on legal constraints and international management.

MGT 462: Changing Environments

Units (Credits): 3; Prerequisites: admission to the BTech program or consent of advisor

Focuses on managing ethically in the changing cultural, economic, political, technological and global environments of business.

MGT 469: Managing Cultural Diversity

Units (Credits): 3; Prerequisites: admission to the BTech program or consent of advisor

Provides an understanding of cultural diversity by studying the U.S. workforce. Emphasizes cultural differences in the workplace, valuing diversity, managing diversity in the workplace, and giving competitive advantages.

Marketing (MKT)

Career and Technical Education Division

MKT 111: Introduction to Merchandising

Units (Credits): 3; Prerequisites: none

Provides the knowledge necessary to buy merchandise profitably, with mastery of the role of the buyer in relation to other store personnel. This course provides skills in planning and figuring markups and expense control.

MKT 127: Introduction to Retailing

Units (Credits): 3; Prerequisites: none

Studies an overview of retail merchandising, including buying, pricing, selling, advertising, sales promotion and display principles.

MKT 210: Marketing Principles

Units (Credits): 3; Prerequisites: none

Covers the problems of manufacturers, wholesalers, and retailers in the marketing of goods and services. Students will develop a plan applying the marketing principles. MKT 210 is accepted in lieu of MGRS 310 (UNR) or MKT 430 (UNLV) upon validation of content and knowledge by approved College of Business examination, or satisfactory performance ("C" or better) in MGRS 489 (UNR) or MKT 432 (UNLV) during the first year of eligibility to enroll in the appropriate upper division business course at the University of Nevada, Reno or the University of Nevada, Las Vegas.

MKT 250: Introduction to International Marketing

Units (Credits): 3; Prerequisites: BUS 101, MKT 210 or consent of instructor

Introduces the various functions of marketing as they are performed in the international environment. Focuses on the problems and decisions facing management in international marketing. Considers the impact of difference in language, aesthetics, religion and business customs on marketing strategies.

MKT 261: Introduction to Public Relations

Units (Credits): 3; Prerequisites: BUS 101, MKT 210 or consent of instructor

Introduces the techniques of public relations for those holding supervisory or higher positions in management and marketing. Identifies the principles of creating and maintaining good public relations, including employee-employer relations. Customer-employee relations receive emphasis. Focuses on the programming of the total public relations effort and selecting of appropriate strategy, media and persuasive devices to accomplish objectives.

MKT 262: Introduction to Advertising

Units (Credits): 3; Prerequisites: BUS 101, MKT 210 or consent of instructor

Presents methods and techniques in modern advertising, providing information on the entire advertising process.

Mathematics (MATH)

Liberal Arts Division

MATH 100: Math For Allied Health Programs

Units (Credits): 1–3; Prerequisites: none

Reviews basic mathematics with emphasis on those skills that apply to calculating drug dosages. Includes fractions, decimals, proportions, percents, English, apothecary and metric systems of measurements. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

MATH 110: Mathematics for Industry

Units (Credits): 3; Prerequisites: none

Covers fractions, decimals, percentages, ratios, proportions, measurement, geometry, and briefly, the fundamentals of algebra and right triangle trigonometry. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

MATH 120: Fundamentals of College Mathematics

Units (Credits): 3; Prerequisites: MATH 96 or three units of high school mathematics at the level of algebra and above with a grade of C- or better or appropriate score on the WNC placement or equivalent test. MATH 095 with a grade of B- or better in lieu of MATH 096 requirement

A survey of the uses of basic mathematics in a variety of real world applications.

II. Course Objectives and Linkage to General Education Program

The information in the parentheses after a course objective refers to the specific general education (GE) learning outcome that the objective meets. Objectives without this information are not linked to WNC's general education program. Students who pass this course must demonstrate they can:

- Identify and define key terms and concepts related to foundations and basic applications of probability, statistics, finance, geometry, and dimensional analysis. [GE1]
- Demonstrate, through accurate calculations and symbolic operations, a basic working knowledge of probability, statistics, finance, geometry, and dimensional analysis in natural or social science applications. [GE1, 3]
- Present reasonable interpretations and conclusions of quantitative analyses used to address contemporary or enduring problems in natural or social science. [GE3, 6]
- Use critical thinking and creativity to select and apply recognized methods suitable for solving problems related to natural or social science. [GE6]
- Produce a substantially error free written explanations of solving processes and conclusions. [GE2]

III. Topics

Probability and statistics, personal finance, geometry and dimensional analysis, trigonometry, applications in social science, logic.

MATH 122: Number Concepts For Elementary School Teachers

Units (Credits): 3; Prerequisites: MATH 120 or consent of instructor

Introduces elementary problem solving with emphasis on the nature of numbers and the structure of the real number system. Designed for students seeking a teaching certificate in elementary education.

MATH 123: Statistical & Geometrical Concepts For Elementary School Teachers

Units (Credits): 3; Prerequisites: MATH 120 or consent of instructor

Presents elementary problem solving with emphasis on patterns and geometric relationships. Designed for students seeking a teaching certificate in elementary education.

MATH 126: Precalculus I

Units (Credits): 3; Prerequisites: MATH 96 with a grade of C- or better or three units of high school mathematics at the level of algebra and above with a grade of C- or better within the last three years, or appropriate score on the WNC placement or equivalent test

Covers the fundamentals of algebra; polynomial, rational and radical equations; absolute value and quadratic inequalities; relations and functions; linear, quadratic, polynomial, exponential and logarithmic functions, their graphs and applications; systems of equations.

II. Course Objectives and Linkage to General Education Program

The information in the parentheses after a course objective refers to the specific general education (GE) learning outcome that the objective meets. Objectives without this information are not linked to WNC's general education program. Students who pass this course must demonstrate they can:

- solve
 - linear, quadratic, radical, and fractional equations. (GE3)
 - absolute value and quadratic inequalities. (GE3)
 - systems of equations and inequalities (not necessarily linear.) (GE3)
- identify functions and find inverse functions. (GE3)
- graph, find slopes and equations of linear functions, use them in models. (GE3)
- sketch the graphs of basic functions and transformations of them. (GE3)
- graph polynomial, exponential and logarithmic functions and use them in models. (GE3&6)

III. Topics

Fundamentals of algebra, equations, complex numbers, linear, quadratic, exponential and logarithmic functions, system of equations and inequalities. Additional topics may also include: matrices, determinants, conic sections, counting techniques and probability, mathematical induction.

MATH 127: Precalculus II

Units (Credits): 3; Prerequisites: MATH 126 or three units of high school mathematics at the level of algebra and above, or consent of instructor

Studies trigonometric functions, identities and equations; complex numbers; vectors; polar coordinates and graphs.

II. Course Objectives and Linkage to General Education Program

The information in the parentheses after a course objective refers to the specific general education (GE) learning outcome that the objective meets. Objectives without this information are not linked to WNC's general education program. Students who pass this course must demonstrate they can:

- solve right triangles and applications using trigonometric functions (GE3&6)
- graph trigonometric functions. (GE3)
- solve trigonometric identities and equations. (GE3)
- use the Laws of Sines and Cosines to solve triangles with applications. (GE3&6)
- compute vector sums and differences with applications. (GE3&6)
- use DeMoivre's theorem to find powers and roots of complex numbers (GE3)
- graph polar equations (GE3)

III. Topics

Trigonometric functions and graphs, right triangle applications, trigonometric identities and equations, laws of sines and cosines, vectors, complex numbers, polar graphs.

MATH 128: Precalculus and Trigonometry

Units (Credits): 5; Prerequisites: MATH 96 with a grade of C- or better or three units of high school mathematics at the level of algebra and above with a grade of C- or better within the last three years, or appropriate score on the WNC placement or equivalent test

Studies relations, functions and their graphs, polynomial, rational, exponential, logarithmic and trigonometric functions; analytic trigonometry; systems of equations and inequalities, determinants; conic sections; sequences and series; counting techniques and probabilities.

II. Course Objectives and Linkage to General Education Program

The information in the parentheses after a course objective refers to the specific general education (GE) learning outcome that the objective meets. Objectives without this information are not linked to WNC's general education program. Students who pass this course must demonstrate they can:

- solve linear, quadratic, radical, fractional equations, systems of equations and inequalities (GE3)
- identify functions, find inverse functions, sketch the graphs of basic functions and transformations of them (GE3)
- graph linear, polynomial, exponential and logarithmic functions and use them in models. (GE3&6)
- solve right triangles and applications, trigonometric identities and equations (GE3&6)
- graph trigonometric functions and polar equations (GE3)
- use the Laws of Sines and Cosines to solve triangles with applications. (GE3&6)
- compute vector sums and differences with applications. (GE3&6)
- use DeMoivre's theorem to find powers and roots of complex numbers (GE3)

III. Topics

Fundamentals of algebra, equations, linear, quadratic, exponential and logarithmic functions, system of equations and inequalities, determinants, conic sections, counting techniques and probability, trigonometric functions and graphs, right triangle applications, trigonometric identities and equations, laws of sines and cosines, vectors, complex numbers, polar graphs.

MATH 176: Introductory Calculus For Business & Social Sciences

Units (Credits): 3; Prerequisites: MATH 128, MATH 126 or equivalent or consent of instructor

Instructs students in fundamental ideas of analytic geometry and calculus. Includes plane coordinates, graphs, functions, limits, derivatives, integrals, and the fundamental theorem of calculus. Includes applications to rates, optimization, and interpretation of integrals.

II. Course Objectives and Linkage to General Education Program

The information in the parentheses after a course objective refers to the specific general education (GE) learning outcome that the objective meets. Objectives without this information are not linked to WNC's general education program. Students who pass this course must demonstrate they can:

- Identify key concepts and methods of differential and integral calculus and their relationships to applications in business and social science. [GE1]
- Demonstrate, through accurate calculations and symbolic operations, a basic working knowledge of elementary calculus involving algebraic, logarithmic, exponential functions and applications in business and social science. [GE1,3]
- Interpret the results of calculus based analyses toward solving contemporary or enduring problems in business or social science; and, express and present a rational defense for such conclusions. [GE3,6]
- Use critical thinking and creativity to solve a unique problem related to business or social science. Produce a substantially error free written report with details and a summary of conclusions. [GE2,3,6]

MATH 181: Calculus I

Units (Credits): 4; Prerequisites: [MATH 128](#), [MATH 126](#), [MATH 127](#) or equivalent or consent of instructor, or appropriate score on the WNC placement or equivalent test

Offers fundamental concepts of analytical geometry and calculus, functions, graphs, limits, derivatives, and integrals.

MATH 182: Calculus II

Units (Credits): 4; Prerequisites: [MATH 181](#) or equivalent or consent of instructor

This course is a continuation of MATH 181. Teaches methods and applications of integration, power series, and analytic geometry.

II. Course Objectives and Linkage to General Education Program

The information in the parentheses after a course objective refers to the specific general education (GE) learning outcome that the objective meets. Objectives without this information are not linked to WNC's general education program. Students who pass this course must demonstrate they can:

- Evaluate indefinite and definite integrals using trigonometric substitution, partial fractions, and power series. (GE 3)
- Apply integration to find arc length, surface area, and volume. (GE 1)
- Apply integration to calculate work, fluid force, centroid, and center of mass. (GE 6)
- Evaluate limits using L'Hôpital's rule, and evaluate improper integrals. (GE 1)
- Test series (including power series) for convergence, and determine the interval of convergence of a power series. (GE 3)
- Determine Taylor polynomials and Taylor series of a given function. (GE 1)
- Apply the techniques of differential and integral calculus to curves in polar coordinates and parametric curves. (GE 3)

III. Topics

Limits, differentiation of elementary functions (including implicit differentiation), curve sketching, related rates, optimization, Newton's method, integration (including substitution).

MATH 253: Matrix Algebra

Units (Credits): 3; Prerequisites: [MATH 182](#)

Introduces linear algebra, including matrices, determinants, vector spaces, linear transformations, eigenvectors and eigenvalues.

MATH 283: Calculus III

Units (Credits): 4; Prerequisites: [MATH 182](#) or equivalent or consent of instructor

This course is a continuation of MATH 181 and MATH 182. Covers vectors, differential and integral calculus of vector functions and functions of several variables, and introduction to vector analysis.

II. Course Objectives and Linkage to General Education Program

The information in the parentheses after a course objective refers to the specific general education (GE) learning outcome that the objective meets. Objectives without this information are not linked to WNC's general education program. Students who pass this course must demonstrate they can:

- Apply the techniques of differential and integral calculus to scalar functions of several variables. (GE 1, GE 3)
- Apply the techniques of elementary vector analysis to solve problems in two and three dimensions. (GE 1, GE 3)
- Apply the techniques of vector calculus to solve problems in two and three dimensions. (GE 1, GE 3)

III. Topics

Scalar functions of several variables. Vector analysis, and vector-valued functions of one and several variables. Differential and integral calculus in two and three dimensions.

MATH 285: Differential Equations

Units (Credits): 3; Prerequisites: MATH 283

Presents methods of solving ordinary differential equations with application to physical systems. Includes systems of equations, series solution, numerical solution, and Laplace transforms.

II. Course Objectives and Linkage to General Education Program

Students who pass this course must demonstrate they can:

- solve separable, linear, Bernoulli, and exact first order differential equations with applications (GE3&6)
- solve second order, linear, homogeneous and nonhomogeneous differential equations with constant coefficients or equidimensional coefficients, with applications (GE3&6)
- solve higher order differential equations. (GE3)
- solve systems of differential equations with applications. (GE3&6)
- use Laplace transforms to solve differential equations (including the Dirac Delta function). (GE3)
- find power series solutions to linear differential equations. (GE3)

III. Topics

First order differential equations, linear second and higher order differential equations, systems of differential equations, Laplace transforms, series solutions, and applications involving fluid tanks, cooling, Newtonian mechanics, mechanical vibrations, and electrical systems.

MATH 299: Directed Study

Units (Credits): 1–3; Prerequisites: none

Provides individual study conducted under the direction of a faculty member.

MATH 330: Linear Algebra

Units (Credits): 3; Prerequisites: MATH 283

Vector analysis continued; abstract vector spaces; bases, inner products; projections; orthogonal complements, least squares; linear maps, structure theorems; elementary spectral theory; applications.

MATH 90: Elementary Arithmetic

Units (Credits): 1–3; Prerequisites: none

Math 90 is designed to provide individualized instruction in basic math skills including addition, subtraction, multiplication, and division of whole numbers, fractions, decimals and percents. This class is intended for students who need a review of whole numbers before studying fractions. Instruction is tailored specifically to each student's needs.

MATH 91: Basic Mathematics

Units (Credits): 3; Prerequisites: none

Provides the fundamental operation of whole numbers, fractions and mixed numbers, decimals, percentage, measurement and geometry. The course is intended to provide a thorough review of basics needed in future mathematics courses and in applied career fields.

MATH 92: Algebra Review

Units (Credits): 1; Prerequisites: none

Provides a review of algebra that will refresh previously taught concepts. Course will help prepare students for the math placement test.

MATH 93: Pre Algebra

Units (Credits): 3; Prerequisites: MATH091 or equivalent or consent of instructor

Prepares students for MATH 95. Helps students who have experienced difficulties with math to be introduced to the language and concepts of algebra. Provides a transition from self-paced, basic math to the quick pace required in MATH 95.

MATH 95: Elementary Algebra

Units (Credits): 3; Prerequisites: MATH 93 or equivalent

Offers a first course in algebra. Topics include operations with signed numbers; algebraic symbols; evaluating formulas; operations with polynomial, radical and rational expressions; solving equations and application problems using algebra; and elementary graphing. Provides a foundation for the math used in business, science, engineering and related fields.

MATH 96: Intermediate Algebra

Units (Credits): 3; Prerequisites: MATH 95 or one unit of high school algebra and one unit of high school geometry, or appropriate score on the WNC placement or equivalent test

Offers a second course in algebra. Studies polynomial, rational and radical expressions; linear, quadratic and polynomial equations; linear and absolute value inequalities; relations, functions and their graphs; systems of linear equations; and applications.

MATH 96D: Algebra Review for MATH126

Prerequisites: MATH095 or appropriate score on the WNC placement or equivalent test, or one unit of high school algebra and one unit of high school geometry.; Corequisites: MATH 126

Offers a second course in algebra. Includes multiplying, dividing, and factoring polynomial expressions, solving polynomial and rational equations, algebraic techniques involving exponents and radicals, and systems of linear equations.

MATH 98: Developmental Mathematics

Units (Credits): 3–5; Prerequisites: none

Prepares students for college-level mathematics. Self-paced, computer-aided course designed to provide students with the concepts and skills of pre, elementary and intermediate algebra.

MATH 98: Developmental Mathematics

Units (Credits): 3–5; Prerequisites: none

Prepares students for college-level mathematics. Self-paced, computer-aided course designed to provide students with the concepts and skills of pre, elementary and intermediate algebra.

Mechanical Engineering (ME)

Liberal Arts Division

ME 198: Cooperative Training Report

Units (Credits): 1; Prerequisites: enrollment in engineering program

Guides students in preparation of written reports based on cooperative program assignments.

ME 241: Statics

Units (Credits): 3; Prerequisites: PHYS 180 ; Corequisites: MATH 182 or consent of instructor

Studies static force systems. Topics include resolution and composition of forces, equilibrium of force systems, friction and various constraints, moments of inertia, cables, beams, fluid static, and work.

ME 242: Dynamics

Units (Credits): 3; Prerequisites: ME 241 or consent of instructor

Studies kinematics and kinetics of particles and rigid bodies in two and three dimensions; relative motion; work and energy; impulse and momentum.

ME 298: Cooperative Training Report

Units (Credits): 1; Prerequisites: consent of instructor

Focuses on the preparation of written reports based on cooperative program assignments. Required of all students on cooperative programs during the summer or other semester when on work assignments with cooperative program employers. Students are also required to present their work upon completion of their program.

Mechanical Technology (MT)

Career and Technical Education Division

MT 115: Applied Programmable Logic Controllers I

Units (Credits): 3; Prerequisites: AIT 101

Introduces the concepts of Programmable Logic Controllers (PLC) and computerized control operations. Covers basic PLC programming by describing numbering systems, PLC memory organization, PLC programming software and

PLC program logic elements.

MT 160: Hydraulic Power

Units (Credits): 3; Prerequisites: AIT 101

Introduces the concepts of how to connect and operate basic hydraulic components and systems, read circuit diagrams and monitor system operation. Exposes students to key topics in hydraulic power and safety, principles of hydraulic pressure and flow, and hydraulic speed control circuits in a wide array of applications.

Music (MUS)

Liberal Arts Division

MUS 103: Voice Class I

Units (Credits): 3; Prerequisites: none

Teaches fundamentals of tone production, breath control and practical techniques involved in reading and interpreting songs.

MUS 104: Voice Class II

Units (Credits): 3; Prerequisites: MUS 103

Continues the skills learned in MUS 103.

MUS 107: Guitar Class I

Units (Credits): 2–3; Prerequisites: none

Studies basic guitar technique, and bluegrass, classical and rock styles. No previous musical training required.

MUS 108: Guitar Class II

Units (Credits): 2–3; Prerequisites: MUS 107 or consent of instructor

Continues development of skills learned in MUS 107.

MUS 111: Piano Class I

Units (Credits): 3; Prerequisites: none

Introduces the piano, including instruction in note reading, technique, theory and easy repertoire. Students work in a laboratory setting, each using their own electronic piano.

MUS 112: Piano Class II

Units (Credits): 3; Prerequisites: MUS 111 or consent of instructor

Provides a continuation of MUS 111, a class in basic piano technique and theory.

MUS 119: Harmonica Class I

Units (Credits): 3; Prerequisites: none

Introduces the diatonic harmonica, including instruction in note reading, playing techniques, theory and easy repertoire. Students work in a laboratory setting using their own diatonic harmonica. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

MUS 120: Harmonica Class II

Units (Credits): 3; Prerequisites: MUS 119 or equivalent

Continues the skills learned in MUS 119. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

MUS 121: Music Appreciation

Units (Credits): 3; Prerequisites: none

Analyzes styles and forms of music from the Middle Ages through the 20th Century, and discusses musical instruments and major composers.

II. Course Objectives and Linkage to General Education Program

The information in the parentheses after a course objective refers to the specific general education (GE) learning outcome that the objective meets. Objectives without this information are not linked to WNC's general education program. By the completion of the class, the students should, with an accuracy of 75%:

- Identify the representative forms, styles and major composers from all of the eras of music history. (GE 1)
- Describe approaches in musical style that correspond to trends in art and literature (GE 1, 6)

- Use critical thinking to aurally identify music by era. (GE 6)

III. Topics

- Basic elements of music
- Music through the Middle Ages
- Renaissance Music
- Baroque Music
- Classical Music
- Romantic Music
- Music of the 20th Century, including neo-classical, jazz, rock, musical theater and avant-garde

MUS 124: History of The American Musical Theatre

Units (Credits): 3; Prerequisites: none

Cultural, musical and theatrical survey of musical theatre in the United States, from the mid-nineteenth century to the present.

II. Course Objectives and Linkage to General Education Program

The information in the parentheses after a course objective refers to the specific general education (GE) learning outcome that the objective meets. Objectives without this information are not linked to WNC's general education program. By the completion of the class, the students should be able to:

1. Explain what makes scores and libretti effective, recognize character development and note the function of songs in integrated musicals. (GE 1, 2)
2. Describe the various key players that create and present a live musical. (GE 1, 2)
3. Identify the art forms that preceded the American musical and show their influence in current musicals. (GE 1, 2)
4. Recognize major musical theatre composers throughout the last century and identify their major contributions. (GE 1, 2)
5. Identify different types of musicals, including jukebox, concept and book musicals. (GE 1, 2)
6. Discuss the plots and reviews of several current shows on Broadway (GE 1, 2, 4)
7. Demonstrate the use of music and dance to develop plot and character in integrated musicals. (GE 1, 2, 6)
8. Show how the early forms of musicals influenced current Broadway repertoire. (GE 1, 6)

III. Topics

- Elements of a musical: script, score
- Key Players in a musical: Composer, Librettist, Producer, Director, Choreographer, etc.
- Foundations of the musical: Minstrel shows, Burlesque, Vaudeville, Extravaganza, Operetta
- Shows before the Golden Age
- Composers and musicals of the Golden Age, the fusion of music, dance and libretto in storytelling
- Composers and musicals of the 70s through today
- Concept musicals, Jukebox musicals, Megamusicals, Corporate musicals

MUS 125: History of Rock Music

Units (Credits): 3; Prerequisites: none

How cultural, social, political, and economic conditions have shaped the evolution of rock music. Familiarizes the student with the history of rock music from its origins in blues through contemporary rock styles. Prominent players and groups of each era will be covered, as well as sociological, economic and cultural factors that shaped the many styles of rock music. Extensive classroom listening and, if possible, demonstrations/performances from local rock musicians will enhance the student's learning experience.

II. Course Objectives and Linkage to General Education Program

The information in the parentheses after a course objective refers to the specific general education (GE) learning outcome that the objective meets. Objectives without this information are not linked to WNC's general education program. Upon successful completion of this course, the student should be able to:

1. List in chronological order the prominent eras and trends of rock music and identify the names and contributions of key rock music personalities. (GE 1, 2, 4)
2. Describe the emergence of rock music from its beginnings as Rock and Roll and Rock-a-Billy to the present. (GE 1, 2, 4)
3. Identify individual rock music styles; distinguish among the styles of rock in terms of music theory and conception. (GE 1, 2, 4)
4. Discuss how cultural, political, and social elements are reflected in, and have influenced Rock music and find relationships between rock music and historical, social and economic factors of each era. (GE 1, 2, 4, 6)
5. Describe and evaluate the role society plays in influencing the evolution of rock and roll. (GE 1, 2, 4, 6)

6. Describe technological advances (e.g. multitrack recording, digital synthesis, MIDI, etc.) and the effect of these advances, pertaining to rock music and evaluate the influence of modern technology on musical instruments and recording techniques. (GE 1, 2, 4)
7. Understand the impact this music has had throughout the United States and the world and present these teachings in essay form. (GE 1, 2, 4, 6)

III. Topics

- Elements of rock music: the blues, jazz, country/western, Rockabilly, Folk Northern Soul, Southern Soul, Psychedelic Rock, Southern or Country Rock, Progressive or Art Rock, Punk Rock, Reggae, Pop of the 80s, Metal Rock and the new Singer Songwriters of the current generation.
- The Payola scandals of the late 50s and early 60s.
- Key musicians in each genre starting with early blues and country up to the present.
- History of each rock music genre and/or era.
- Key songwriters and producers of each rock era.
- Most important is discussion of American society and its relationship to and influence upon pop culture and music, from slavery to Jim Crow.
- How rock music and rock musicians influenced American culture. From slang words to the Woody cars of surf pop culture and the psychedelic art of the late 60s and early 70s.
- Motown, the sound of young America, and how Soul music was shaped by, and helped shape the Civil Rights Movement.
- Psychedelic Rock, was the use of drugs by musicians and performers to enhance their music a good idea?
- Punk Rock and its move back to the garage band idea of anyone can be a musician and away from the growing musical expertise of the Art Rock musicians.
- The Growing monster of Heavy Metal and Hard Rock of the 70s and 80s and its influence on today's Rock Music.

MUS 134: Jazz Appreciation

Units (Credits): 3; Prerequisites: none

Jazz music's evolution as an art form unique to the United States has both shaped and reflected the construction of our national identity. This course teaches how social and cultural events led to the development of jazz music from 1890 through the 1960's. Prominent players and groups of each era will be covered, as well as sociological, economic and cultural factors that shaped the many styles of American Jazz as evolved.

II. Course Objectives and Linkage to General Education Program

The information in the parentheses after a course objective refers to the specific general education (GE) learning outcome that the objective meets. Objectives without this information are not linked to WNC's general education program. By completion of this course, the student should be able:

1. List in chronological order the prominent eras and trends of jazz music and identify the names and contributions of key jazz music personalities. (GE 1, 2, 4)
2. Describe the emergence of jazz music from its beginnings as ragtime, swing, to Be-Bop to the present day Smooth Jazz. (GE 1, 2, 4)
3. Demonstrate an ability to identify individual jazz music styles, distinguish among the styles of jazz in terms of music theory and conception. (GE 1, 2, 4)
4. Discuss relationships between jazz and the historical, social and economic factors of each era. (GE 1, 2, 4)
5. Describe technological advances from the early phonographs to modern multitrack recording. (GE 1, 2, 4)
6. Understand and discuss the profound impact this music has had throughout the United States and the world. (GE 1, 2, 6)

III. Topics

- What is Jazz? Its roots and definition.
- The elements of Jazz; improvisation, Rhythm, Dissonance, interpretation, and Interaction.
- The Instruments that play jazz: The Rhythm Section: Piano Guitar, Bass, Drums, Vibraphone, Organ. The Woodwinds: Soprano, alto, tenor and Baritone Sax, Clarinet, Flute. The Brass: Trumpet Cornet, Trombone, Flugelhorn, and Tuba.
- Origins of Jazz: Ragtime, The Blues, and New Orleans.
- The Great Migration of musician from the South to Northern US cities and the influence of organized crime on Jazz.
- Early jazz piano, The Swing era to the end of The Big Bands.
- What is Bebop and the revolution it created among jazz musicians?
- Latin jazz.
- Vocal Jazz from Billie Holiday's Strange Fruit to Lambert, Hendricks & Ross's Twisted.
- The music of Miles Davis, Soul jazz, Jazz in odd time signatures and Funk jazz.

MUS 176: Musical Theatre Practicum

Units (Credits): 2–3; Prerequisites: none

Performance ensemble, centered on public performance of musical theatre literature.

II. Course Objectives and Linkage to General Education Program

The information in the parentheses after a course objective refers to the specific general education (GE) learning outcome that the objective meets. Objectives without this information are not linked to WNC's general education program. By the completion of the class, the students should, with an accuracy of 75%:

- Interpret direction that uses theatrical terminology (GE 1)
- Perform the songs for their character, using appropriate vocal style (belting, character voice or classical delivery) and diction (GE 1)
- Perform the choreography necessary for their character (GE 1)
- Analyze the character they are portraying and develop the appropriate posture, tone and facial expression to express that role (GE 1)
- Use the songs and dances to interpret the story and dramatize the characters, as part of their investigation of an integrated musical. (GE 1)
- Apply their understanding of the culture and history of the work to the development of their characters. (GE 6)

MUS 203: Music Theory I

Units (Credits): 3; Prerequisites: none

Introduces students to counterpoint and harmony.

MUS 204: Music Theory II

Units (Credits): 3; Prerequisites: MUS 203

A continuation of the skills learned in MUS 203.

MUS 211: Sightsinging & Dictation I

Units (Credits): 1; Prerequisites: none

Introduces the techniques of reading music at sight and taking musical and rhythmic dictations without the aid of an instrument.

MUS 212: Sightsinging & Dictation II

Units (Credits): 1; Prerequisites: MUS 211

Continues the skills learned in MUS 211.

MUS 215: Technique of Songwriting

Units (Credits): 3; Prerequisites: none

Offers a practical course in composing pop music. Analysis of hit songs and discussion of songs written by the class. Each student will compose melodies and lyrics, helping the poet with music and the musician with poetry.

MUS 224: Special Studies in Music Literature

Units (Credits): 2–3; Prerequisites: pianists should be of intermediate level proficiency

Focuses in depth on a special topic in music literature. Topics might include Baroque, classical, romantic, or 20th century keyboard literature. Students will explore musical topics through both lecture and their own performance of representative works. Class may be repeated for up to six units.

MUS 233: Recording Techniques and MIDI I

Units (Credits): 2; Prerequisites: none

Covers topics such as the job market, mics, consoles, tape recorders, and special effects. Teaches concepts including signal flow, multi-tracking, EQ, signal processing, MIDI, mixing and mastering. Students will learn to turn a Mac or PC into a multi-track studio.

MUS 253: Jazz Improvisation I

Units (Credits): 2; Prerequisites: none

Introduces the techniques of jazz improvisation in a laboratory setting.

MUS 276: Musical Theatre Practicum

Units (Credits): 1–3; Prerequisites: MUS 176 Nine units of MUS 176.

A continuation of the skills learned in MUS 176. Students must complete nine credits of MUS 279 as a prerequisite. Each level repeatable up to 9 credits.

II. Course Objectives and Linkage to General Education Program

The information in the parentheses after a course objective refers to the specific general education (GE) learning outcome that the objective meets. Objectives without this information are not linked to WNC's general education program. By the completion of the class, the students should, with an accuracy of 75%:

- Interpret direction that uses theatrical terminology (GE 1)
- Perform the songs for their character, using appropriate vocal style (belting, character voice or classical delivery) and diction (GE 1)
- Perform the choreography necessary for their character (GE 1)
- Analyze the character they are portraying and develop the appropriate posture, tone and facial expression to express that role (GE 1)
- Use the songs and dances to interpret the story and dramatize the characters, as part of their investigation of an integrated musical. (GE 1)
- Apply their understanding of the culture and history of the work to the development of their characters. (GE 6)

Music: Applied (MUSA)

Liberal Arts Division

MUSA 101: Bass-Lower Division

Units (Credits): 1–2; Prerequisites: none

Provides a personal introduction to the study and performance of music for bass. Class may be repeated for a total of four units. Fee covers cost of 14 half-hour private lessons.

MUSA 103: Bassoon-Lower Division

Units (Credits): 1–2; Prerequisites: none

Introduces students to the study and performance of music for bassoon. Class may be repeated for a total of four units. Fee covers cost of 14 half-hour private lessons.

MUSA 105: Cello-Lower Division

Units (Credits): 1–2; Prerequisites: none

Provides a personal introduction to the study and performance of music for cello. Class may be repeated for a total of four units. Fee covers cost of 14 half-hour private lessons.

MUSA 107: Clarinet-Lower Division

Units (Credits): 1–2; Prerequisites: none

Introduces students to the study and performance of music for clarinet. Class may be repeated for a total of four units. Fee covers cost of 14 half-hour private lessons.

MUSA 109: Drum Set

Units (Credits): 1; Prerequisites: none

Provides individual instruction in the technique and repertoire of drum set. Class may be repeated for a total of four units. Fee covers cost of 14 half-hour private lessons.

MUSA 111: Euphonium- Lower Division

Units (Credits): 1; Prerequisites: none

Provides a personal introduction to the study and performance of music for euphonium. No previous musical training required. Class may be repeated for a total of 4 credits. Fee covers cost of 14 half-hour private lessons.

MUSA 113: Flute-Lower Division

Units (Credits): 1–2; Prerequisites: none

Introduces students to the study and performance of music for flute. Class may be repeated for a total of four units. Fee covers cost of 14 half-hour private lessons.

MUSA 115: Guitar

Units (Credits): 1; Prerequisites: none

Provides individual instruction in the technique and repertoire of the guitar. Class may be repeated for a total of four units. Fee covers cost of 14 half-hour private lessons.

MUSA 121: Horn-Lower Division

Units (Credits): 1–2; Prerequisites: none

Provides a personal introduction to the study and performance of music for horn. Class may be repeated for a total of four units. Fee covers cost of 14 half-hour private lessons.

MUSA 123: Oboe-Lower Division

Units (Credits): 1; Prerequisites: none

Provides a personal introduction to the study and performance of music for oboe. No previous musical training required. Class may be repeated for a total of four units. Fee covers cost of 14 half-hour private lessons.

MUSA 125: Organ-Lower Division

Units (Credits): 1–2; Prerequisites: none

Provides individual instruction in the technique and repertoire of the organ.

MUSA 127: Percussion-Lower Division

Units (Credits): 1–2; Prerequisites: none

Offers private instruction in the study and performance of percussion instruments. Class may be repeated for a total of four units. Fee covers cost of 14 half-hour private lessons.

MUSA 129: Piano-Lower Division

Units (Credits): 1–2; Prerequisites: none

Considers performance and analysis of keyboard literature from various musical eras, instruction of keyboard technique and application of basic music theory to piano literature. Class may be repeated for a total of four units. Fee covers cost of 14 half-hour private lessons.

MUSA 131: Saxophone-Lower Division

Units (Credits): 1–2; Prerequisites: none

Introduces students to the study and performance of music for saxophone. Class may be repeated for a total of four units. Fee covers cost of 14 half-hour private lessons.

MUSA 135: Trombone-Lower Division

Units (Credits): 1–2; Prerequisites: none

Provides a personal introduction to the study and performance of music for trombone. Class may be repeated for a total of four units. Fee covers cost of 14 half-hour private lessons.

MUSA 137: Trumpet-Lower Division

Units (Credits): 1–2; Prerequisites: none

Provides a personal introduction to the study and performance of music for trumpet. Class may be repeated for a total of four units. Fee covers cost of 14 half-hour private lessons.

MUSA 139: Tuba-Lower Division

Units (Credits): 1–2; Prerequisites: none

Provides a personal introduction to the study and performance of music for tuba. Class may be repeated for a total of four units. Fee covers cost of 14 half-hour private lessons.

MUSA 141: Viola-Lower Division

Units (Credits): 1–2; Prerequisites: none

Provides a personal introduction to the study and performance of music for viola. Class may be repeated for a total of four units. Fee covers cost of 14 half-hour private lessons.

MUSA 143: Violin-Lower Division

Units (Credits): 1–2; Prerequisites: none

Provides a personal introduction to the study and performance of music for violin. Class may be repeated for a total of four units. Fee covers cost of 14 half-hour private lessons.

MUSA 145: Voice-Lower Division

Units (Credits): 1–2; Prerequisites: none

Introduces the correct and pleasing use of the singing voice through a well balanced and coordinated study of vocal literature and exercises. Class may be repeated for a total of nine units. Fee covers cost of 14 half-hour private lessons.

MUSA 146: Voice II

Units (Credits): 1–2; Prerequisites: none

Continues development of correct and pleasing use of the voice for singers through study of vocal literature and exercises.

Music: Ensemble (MUSE)

Liberal Arts Division

MUSE 101: Concert Choir

Units (Credits): 1; Prerequisites: none

Study and performance of representative choral music of all periods. Choir is featured in concerts throughout the WNC service area. May be repeated for a total of four units.

II. Course Objectives and Linkage to General Education Program

The information in the parentheses after a course objective refers to the specific general education (GE) learning outcome that the objective meets. Objectives without this information are not linked to WNC's general education program. By the completion of the class, the students should, with 75% accuracy:

- Hold a harmony line in an ensemble (GE 1)
-
- Perform with correct posture and attitude (GE 1)
-
- Follow a conductor (GE 1)
- Identify stylistic differences between choral selections from various eras (GE 1)

MUSE 111: Concert Band

Units (Credits): 1; Prerequisites: intermediate proficiency on a band instrument

Introduces study and performance of band literature. Class may be repeated for a total of four units.

MUSE 123: Orchestra

Units (Credits): 1; Prerequisites: consent of instructor; audition is required

Includes rehearsal and performance of orchestral music. Students are required to participate in scheduled performances. Class may be repeated for a total of four units.

MUSE 131: Jazz Ensemble

Units (Credits): 1; Prerequisites: intermediate proficiency on a band instrument

Introduces study and performance of instrumental jazz ensemble literature. Formerly MUS 230. Class may be repeated for a total of six credits. Prerequisite: intermediate proficiency on a band instrument.

II. Course Objectives and Linkage to General Education Program

The information in the parentheses after a course objective refers to the specific general education (GE) learning outcome that the objective meets. Objectives without this information are not linked to WNC's general education program. By the completion of the class, the students should, with an accuracy of 75%:

1. Demonstrate professional ethics and conduct through prompt and accurate preparation of assigned repertoire and adherence to attendance policy.
2. Discuss appropriate techniques for interacting within a small jazz group.
3. Improvise by memory over chord changes (GE 1)
4. Perform instrumental repertoire from jazz, rock, blues and the American Songbook. (GE 1)
5. Demonstrate expressive competency of articulation, phrasing and pacing. (GE 1)

MUSE 135: Jazz Vocal Ensemble

Units (Credits): 1; Prerequisites: instrumentalists should be of intermediate level proficiency. No prerequisites for vocalists

Explores a variety of styles, including pop, rock and jazz. Formerly MUS 115. Class may be repeated for a total of six credits. No prerequisites.

II. Course Objectives and Linkage to General Education Program

The information in the parentheses after a course objective refers to the specific general education (GE) learning outcome that the objective meets. Objectives without this information are not linked to WNC's general education program. By the completion of the class, the students should, with an accuracy of 75%:

1. Sing in various styles, including pop, rock and jazz. (GE 1)
2. Demonstrate expressive competency of articulation, phrasing and pacing. (GE 1)
3. Perform instrumental repertoire form jazz, rock, blues and the American Songbook. (GE 1)
4. Demonstrate professional ethics and conduct through prompt and accurate preparation of assigned repertoire and adherence to attendance policy.

MUSE 172: Accompanying

Units (Credits): 1; Prerequisites: intermediate level of piano proficiency

Coaches the individual in the techniques used in accompanying choirs and instruments on the piano. Class may be repeated for up to four units.

Natural Resources (NRES)

Liberal Arts Division

NRES 210: Environmental Pollution

Units (Credits): 3; Prerequisites: none

Introduces pollution control methods that begin with the chemistry of the biosphere with water and air pollution as the focus. Covers the development of pollution control and ways to minimize exposure to the environment and humans. Covers water, air, and soil pollution issues locally and globally.

NRES 211: Conservation, Humans and Diversity

Units (Credits): 3; Prerequisites: none

Examines the origins, processes, and dynamics that shape biodiversity. Topics include evolution, ecology, and climate dynamics. Human relationships with the environment and biodiversity will be examined by covering topics such as conservation science, climate change, invasion species and restoration ecology.

Nursing (NURS)

Nursing and Allied Health Division

NURS 129: Level I Basic Nursing Skills

Units (Credits): 3; Prerequisites: Submission of required health information

Prepares students to provide holistic basic nursing care to residents in a long-term care facility. Students will provide total patient care and comfort measures at the level of a nursing assistant while incorporating basic principles of safety and infection control for self and others.

NURS 130: Nursing Assistant

Units (Credits): 6; Prerequisites: Basic Life Support/Healthcare Provider CPR certification. See Nursing and Allied Health website for additional information.

Prepares students to function as nursing assistant trainees who assist licensed nurses in providing direct care to health care consumers across the lifespan in a variety of health care settings. The 150-hour competency based course is designed to prepare students to achieve certification as a nurse assistant in Nevada. The course is approved by the Nevada State Board of Nursing and is in accordance with the Omnibus Budget Reconciliation Act (OBRA) and Occupational Safety and Health Agency (OSHA) regulations.

NURS 136: Foundations of Nursing Theory

Units (Credits): 3; Prerequisites: admission to the nursing program; Corequisites: NURS 137 & NURS138

Introduces students to the role of the associate degree nurse in contemporary practice. Students are guided to utilize knowledge from the sciences, humanities and nursing, to understand man as a bio/psycho/social/cultural and spiritual being. Students are introduced to the nursing program organizing concepts and outcomes which include professional behaviors, communication, collaboration, nursing process, clinical decision making, management of care and teaching learning.

NURS 137: Foundations of Nursing Laboratory

Units (Credits): 1; Prerequisites: admission to the nursing program; Corequisites: NURS 136 & NURS138

Provides students with knowledge and practical application of basic nursing skills while incorporating concepts learned in NURS 136. Students learn and practice basic bedside nursing skills in personal care, sterile technique, patient safety, and medication administration. Emphasizes the critical elements of nursing procedures and the scientific rationale for performing the procedures correctly.

NURS 140: Medical Terminology

Units (Credits): 2-3; Prerequisites: none

Provides a basic foundation for students interested in the nursing and allied health field. Emphasis is on analyzing word parts and learning basic prefixes, suffixes and word roots. The course also highlights the body systems: basic anatomy and physiology, including basic terms used in disease and surgical procedures. Appropriate for medical secretaries, medical transcriptionists and for beginning nursing students. (Not equivalent to COT 124)

NURS 141: Foundations of Nursing Clinical

Units (Credits): 2; Prerequisites: admission to the nursing program; Corequisites: NURS 136 & NURS 137

Provides opportunities for students to utilize knowledge, concepts and skills learned in first semester nursing courses to meet the bio/psycho/social/cultural and spiritual needs of patients in a long term health care facility. Students use the nursing process and Maslow's Hierarchy of Needs at a beginning level to assess, plan, implement and evaluate nursing care.

NURS 147: Health Assessment Theory

Units (Credits): 2; Prerequisites: admission to the nursing program or consent of the Nursing and Allied Health director; Corequisites: NURS 148

Provides opportunities for students to gain knowledge necessary to holistically assess adult and elder patients. Students utilize concepts of previously learned content from prerequisite and corequisite nursing courses including the nursing process and methods of prioritizing to perform nursing assessment and nursing diagnosis. Students learn the difference between a comprehensive assessment, an ongoing/partial assessment, a focused, problem-oriented assessment and an emergency assessment of a resident in a long term care facility. Formerly NURS 200.

NURS 148: Health Assessment Laboratory

Units (Credits): 1; Prerequisites: admission to the nursing program or consent of the Nursing and Allied Health director; Corequisites: NURS 147

Incorporates knowledge from NURS 147 to provide students with learning opportunities to collect, organize, analyze and synthesize health assessment data for adult and elder patients in a laboratory setting using simulation and live patients. Formerly NURS 201.

NURS 149: Mental Health and Illness Theory

Units (Credits): 3; Prerequisites: admission to the nursing program; Corequisites: NURS 151

Helps students gain knowledge of nursing care for the patient experiencing primary threats to psychosocial integrity. Examines the principles and practice of psychiatric nursing through a variety of theoretical frameworks and legal and ethical values that guide its practice. Emphasis is placed on the use of culturally relevant therapeutic communication skills, development of therapeutic nurse/patient relationships, and interventions that are grounded in evidence based practice to achieve best practice outcomes. Formerly NURS 236.

NURS 151: Mental Health and Illness Clinical

Units (Credits): 1; Prerequisites: admission to the nursing program; Corequisites: NURS 149

Requires students to utilize the nursing process to apply knowledge of the principles and practice of psychiatric nursing to the care of patients experiencing disruptions in psycho/social functioning. Collaborative experiences involving students, members of the psychiatric health care team, patients and their families occur at acute care and outpatient settings. Relevant legal and ethical issues are explored within the context of care of patients with disruptions in psychosocial integrity. Formerly NURS 238.

NURS 152: Foundations of Pharmacology in Nursing I

Units (Credits): 1; Prerequisites: admission to the nursing program.

Provides students with an overview of pharmacology with an emphasis on clinical applications within the context of the nursing process and prioritization of needs; special consideration is given to the physiological, psycho/social, cultural, and spiritual needs of patients. Explores indications, modes of action, effects, contraindications and interactions for selected drugs. Specific nursing responsibilities related to drug administration are emphasized. Formerly NURS 141.

NURS 153: Foundations of Pharmacology in Nursing II

Units (Credits): 1; Prerequisites: NURS 152 and admission to the nursing program

Provides a continuation of study of pharmacological principles and practices to achieve safe administration of medications. Selected drug classifications are presented, with an emphasis on understanding intended and unintended effects of drugs on body systems. Provides an overview of pharmacology with an emphasis on clinical applications within the context of the nursing process and prioritization of needs.

NURS 156: Foundations of Pharmacology in Nursing III

Units (Credits): 1; Prerequisites: NURS 153 Admission to the Nursing program required

Provides a continuation of study of pharmacological principles and practices through in-depth application of principles of pharmacology, pharmacokinetics and pharmacodynamics. Designed to expand the nursing student's knowledge of pharmacotherapeutics, which includes the cellular response level, for the clinical application within the context of the nursing process and prioritization of needs for patients across the lifespan. Selected drug classifications of pharmacological agents are examined and applied through case study application and analysis providing opportunity for development of the nursing competencies of clinical judgement, professional identity, use of evidence-based practice, and the facilitation of a spirit of inquiry.

NURS 165: Medical Surgical Nursing I Theory

Units (Credits): 3; Prerequisites: admission to the nursing program; Corequisites: [NURS 166](#) & [NURS 167](#)

Helps students to integrate knowledge derived from the bio/psycho/social sciences, humanities, nursing and current literature to achieve safe, competent care of adult patients experiencing common alterations in body systems. Organized by the nursing process to achieve best practice outcomes in an acute care medical/surgical setting. Particular emphasis is placed on the concepts of holistic care, patient education, and discharge planning.

NURS 166: Medical Surgical Nursing I Laboratory

Units (Credits): 1; Prerequisites: admission to the nursing program; Corequisites: [NURS 165](#) & [NURS 167](#)

Teaches students to safely perform intermediate nursing skills (therapeutic procedures) that are encountered in the care of hospitalized adult patients with common alterations in body systems. Emphasizes the critical elements of nursing procedures and the scientific rationale for performing the procedures safely.

NURS 167: Medical Surgical Nursing I Clinical

Units (Credits): 2; Prerequisites: admission to the nursing program; Corequisites: [NURS 165](#) & [NURS 166](#)

Provides opportunities for students to utilize knowledge from the bio/psycho/social sciences, humanities, nursing and current literature to provide safe, competent care of adult patients experiencing common alterations in body systems. Organized by the nursing process to achieve best practice outcomes in a medical/surgical setting. Particular emphasis is placed on concepts of holistic care, holistic care and patient education.

NURS 197: Apprentice Nurse Work Study

Units (Credits): 1–3; Prerequisites: Successful completion of the first semester of the nursing program and consent of instructor

Provides nursing students with an opportunity to earn college credit through involvement in the Apprentice Nurse program at participating regional health care facilities in Nevada. Offers students the opportunity to practice clinical skills and acclimate to the role of the professional nurse under the direction of a preceptor/s. The skills practiced will be in compliance with the accepted skill list identified by the Nevada State Board of Nursing. May be repeated one time up to six units. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

NURS 261: Nursing Care of the Family from Conception through Adolescence (Theory)

Units (Credits): 4; Prerequisites: Admission to the Nursing program required; Corequisites: [NURS 262](#)

Focuses on basic concepts of nursing associated with care of the family experiencing pregnancy, birth, and the care of children. Incorporates knowledge of normal patterns of growth and development, health promotion, and disease prevention strategies. Students analyze care of patients with common health disruptions while continuing to develop the competencies of nursing judgement, use of evidenced-based practice, application of principles associated with professional identity, and the nurturing of a spirit of inquiry within the organizing framework of the nursing process.

NURS 262: Nursing Care of Family from Conception to Adolescence (Lab/Clinical)

Units (Credits): 2; Prerequisites: Admission to the Nursing program required; Corequisites: [NURS 261](#)

Focuses on the application of concepts addressed NURS 261. Students provide basic care to families experiencing pregnancy, birth, and the care of children from the neonatal stage through adolescence. Provides active, hands-on learning in the laboratory and clinical setting, under the direct supervision of nursing faculty and competent clinical preceptors, to students caring for maternal, newborn, and pediatric patients. The nursing process, QSEN Safety Standards, and the principles of human flourishing, nursing judgement, professional identity, and the spirit of inquiry, will provide the framework for student activities.

NURS 263: Nursing Care Childbearing Family Theory

Units (Credits): 2; Prerequisites: admission to the nursing program; Corequisites: [NURS 264](#) & [NURS 265](#)

Introduces concepts of holistic care for the normal and high-risk antepartum, intrapartum and post-partum woman; the normal and high-risk newborn; women experiencing common alterations in the reproductive system, and alterations in family processes, including concepts of loss, grieving and family violence. Knowledge of nursing care of patients and their families is organized using the framework of the nursing process and bio/psycho/social/cultural and spiritual needs.

NURS 264: Nursing Care of the Childbearing Family Laboratory

Units (Credits): 1; Prerequisites: admission to the nursing program; Corequisites: [NURS 263](#) & [NURS 265](#)

Helps students apply knowledge, skills and theories to the care of normal and high-risk newborns, women experiencing normal and high-risk pregnancies, women experiencing common alterations in the reproductive system, and their families while in laboratory and community settings. Emphasizes meeting safe and effective care environment needs, health promotion and health maintenance needs, and bio/psycho/social/cultural and spiritual needs.

NURS 265: Nursing Care of the Childbearing Family Clinical

Units (Credits): 1; Prerequisites: admission to the nursing program; Corequisites: [NURS 263](#) & [NURS 264](#)

Helps students apply the nursing process in the provision of care to normal and high-risk maternal/newborn populations and women experiencing common alterations in the reproductive system in acute care settings. Emphasis is placed on meeting safe and effective care environment needs, health promotion and maintenance needs and bio/psycho/social/cultural/spiritual needs.

NURS 266: Pediatric Nursing Theory

Units (Credits): 2; Prerequisites: admission to the nursing program; Corequisites: [NURS 267](#) & [NURS 268](#)

Teaches students to integrate knowledge derived from the bio/psycho/social sciences, humanities, nursing and current literature to achieve safe, competent care of pediatric patients and their families who are experiencing normal development and alterations in body systems. Organized by the nursing process to achieve best process outcomes for pediatric patients and their families experiencing bio/psycho/social/cultural and spiritual needs.

NURS 267: Pediatric Nursing Laboratory

Units (Credits): 1; Prerequisites: admission to the nursing program; Corequisites: [NURS 266](#), [NURS 268](#)

Assists students in applying knowledge, skills and concepts to the care of pediatric patients in laboratory and community settings. The course focuses on the bio/psycho/social/cultural and spiritual needs of patients, with an emphasis on maintaining a safe, effective care environment and promotion of physiological and psychosocial integrity.

NURS 268: Pediatric Nursing Clinical

Units (Credits): 1; Prerequisites: admission to the nursing program; Corequisites: [NURS 266](#) & [NURS 267](#)

Requires students to utilize the nursing process in the care of normal and high risk pediatric populations and their families experiencing disruptions in bio/psycho/social/cultural and spiritual needs. Emphasis is also placed on meeting health promotion and health maintenance needs, caring, therapeutic communication, documentation and teaching.

NURS 270: Advanced Clinical Nursing I Theory

Units (Credits): 3; Prerequisites: admission to the nursing program; Corequisites: [NURS 271](#)

Offers clinical theory organized around the nursing process and its application to patient needs. Requires students to apply the principles of providing a safe care environment, while addressing health promotion and health maintenance needs for persons experiencing complex/acute alterations in health. Students will also apply concepts of community care, case management, health teaching and discharge planning.

NURS 271: Advanced Clinical Nursing I Clinical

Units (Credits): 2; Prerequisites: admission to the nursing program; Corequisites: [NURS 270](#)

Requires students to use the nursing process to identify and prioritize health care needs in the provision of care for patients experiencing complex/acute alterations in health. Expands upon previous clinical learning to include the teaching/learning process and administration of intravenous fluids and medications in the acute care setting.

NURS 276: Advanced Medical Surgical Nursing II Theory

Units (Credits): 3; Prerequisites: admission to the nursing program; Corequisites: [NURS 277](#)

Assists students in gaining knowledge of nursing care for the patient experiencing primary threats to physiological integrity due to complex multisystem disruption in cardiovascular, respiratory, neurological, integumentary, elimination, and digestive systems. Students apply the nursing process to address needs in the psycho/social/cultural and spiritual domains which emerge when there are primary threats to physiological integrity. Related legal, ethical, teaching/learning and communication/documentation issues are also explored.

NURS 277: Advanced Medical Surgical Nursing II Clinical

Units (Credits): 2; Prerequisites: admission to the nursing program; Corequisites: [NURS 276](#)

Requires students to apply knowledge and skills to the care of adult patients in a simulated laboratory and acute care environments, experiencing needs resulting from complex multisystem disruptions. Students apply the nursing

process and utilize information literacy skills to achieve deliberative and competent decision-making that is grounded in evidence based practice to achieve best practice outcomes. Emphasis will be placed on prioritization of care through collaboration with other members of the health care team, patients and their families.

NURS 284: Role of the ADN Manager of Care

Units (Credits): 2; Prerequisites: admission to the nursing program

Utilizes a capstone laboratory/clinical to facilitate the role transition from student to graduate nurse. Students integrate knowledge derived from the bio/psycho/social sciences, humanities and nursing to achieve best practice outcomes for multiple patients and their significant others in the acute care setting. Students apply advanced concepts of leadership and management while functioning in the legal, ethical and regulatory structures of the profession of nursing. In the clinical setting, students will establish a therapeutic environment to meet the needs of multiple patients and their significant others by demonstrating the ability to meet the nursing program educational outcomes.

Nutrition (NUTR)

Liberal Arts Division

NUTR 121: Human Nutrition

Units (Credits): 3; Prerequisites: MATH 120, MATH 126 or higher or consent of instructor

Offers a beginning course in the principles of human nutrition including a study of each of the major nutrients and how they relate to good health and a well balanced diet. Includes four laboratory experiences.

II. Course Objectives and Linkage to General Education Program

The information in the parentheses after a course objective refers to the specific general education (GE) learning outcome that the objective meets. Objectives without this information are not linked to WNC's general education program. Upon successful completion of NUTR 121 Human Nutrition, (defined as a 75% course score or better) learners will be able to:

- Describe and/or define terms such as calories, nutrients, essential nutrients, Recommended Dietary Allowances and malnutrition (GE #1);
- Illustrate and explain safe food handling, diet and disease relationships, food additives and regulations, nutritional assessment and nutrient deficiencies among various age groups (GE #1);
- Illustrate and explain the role that nutritional science and technology plays in the modern world (GE #1);
- Illustrate and explain the role that nutrients play in human health, with a focus on the major nutrients, including carbohydrates, proteins, lipids, water, vitamins, minerals. (GE #1);
- Present accurate calculation and symbolic operations, and explain how such calculations and operations are used in either introductory nutrition or in interpreting information in related fields. (GE #1, #3).

III. Topics

All students will have a basic (one semester of a non-traditionally-lab-experienced one-semester course) knowledge of nutrients, nutritional status, recommended dietary allowances, dietary reference intakes, and essential nutrients; problem solving, creative, and critical thinking skills, including distinguishing nutrition fact from fallacy; the principles of nutritional assessment; data collection and interpretation; nutrient percentages on nutrition labels and in planning a well-balanced diet.

NUTR 205: Sports Nutrition: Exercise and Performance

Units (Credits): 3; Prerequisites: none

Introduces the basic elements of sports nutrition. Presents the scientific basis of the roles played by carbohydrates, fat, protein, water, and key vitamins and minerals as they relate to physical exercise. Presents information on diets during training, timing and composition of pre- and post-competition meals, and the use of supplement ergogenic aids. Provides practical evidence based information for the athlete and individuals wishing to emphasize the role of diet and exercise in promoting a healthy, active lifestyle.

NUTR 223: Principles of Nutrition

Units (Credits): 3; Prerequisites: CHEM 220

Studies nutrient functions and basis for nutrient requirements at the cellular level.

Philosophy (PHIL)

Liberal Arts Division

PHIL 101: Introduction to Philosophy

Units (Credits): 3; Prerequisites: none

Studies basic problems in different areas of philosophy such as ethics, political theory, metaphysics, and epistemology.

II. Course Objectives and Linkage to General Education Program

The information in the parentheses after a course objective refers to the specific general education (GE) learning outcome that the objective meets. Objectives without this information are not linked to WNC's general education program. Students who pass this course must demonstrate they can:

- Identify and explain the major branches of philosophy (e.g., metaphysics, epistemology, etc.); (GE 1)
- Identify and explain philosophical language, individual philosophers and philosophical schools of thought; (GE 1)
- Practice the Socratic method and other tools of analysis in oral communication in class discussions;
- Critically analyze and interpret primary texts of philosophy; (GE2) and
- Develop critical thinking in written communication by analyzing philosophical arguments and creating original arguments; (GE 2)

III. Topics

- The Discipline of Philosophy
 - Metaphysics
 - Epistemology
 - Logic
- Metaphysics & Epistemology in the Greek Period
 - Pre-Socratics
 - Socrates
 - Plato
 - Aristotle
- Christian Eras
 - Augustine
 - Thomas Aquinas
- Modern Metaphysics & Epistemology
 - Rene Descartes
 - Thomas Hobbes
 - Benedictus Spinoza
 - John Locke
 - George Berkeley
- 18th & 19th Centuries
 - David Hume
 - Immanuel Kant
 - G. F. Hegel
 - Arthur Schopenhauer
- Continental Traditions
 - Existentialism
 - Phenomenology
- Pragmatic and Analytic Traditions
 - Bertrand Russell
 - Wittgenstein
- Moral Philosophy
 - Epicureans and Stoics
 - Utilitarianism
 - Deontological Ethics (i.e., Kant)
 - Virtue Ethics (e.g., Nietzsche)
- Political Philosophy
 - Plato
 - Aristotle
 - Hobbes
 - Natural Law
 - John Stuart Mill
 - Marxism
 - Liberalism

PHIL 102: Critical Thinking & Reasoning

Units (Credits): 3; Prerequisites: none

Covers nonsymbolic introduction to logical thinking in everyday life, law, politics, science, advertising; common fallacies; and the uses of language, including techniques of persuasion.

PHIL 114: Introduction to Logic

Units (Credits): 3; Prerequisites: none

Introduces symbolic logic. Studies the principles of correct reasoning, using the symbolic techniques of propositional calculus and basic quantifier calculus.

PHIL 135: Introduction to Ethics

Units (Credits): 3; Prerequisites: none

Provides an introduction to representative classical ethical theories.

II. Course Objectives and Linkage to General Education Program

The information in the parentheses after a course objective refers to the specific general education (GE) learning outcome that the objective meets. Objectives without this information are not linked to WNC's general education program. Students who pass this course must demonstrate they can:

- Identify and explain major branches of moral philosophy; (GE1)
- identify and explain key concepts of moral philosophy; (GE1)
- identify and differentiate between key philosophers of moral philosophy; (GE1)
- critically analyze and interpret primary texts of moral philosophy; and (GE2)
- research a significant social or ethical issue and create an original response to solving this issue. (GE2, GE4, GE6)

III. Topics

- Developing Ethics and Moral Philosophy
 - What are moral questions?
 - The challenge of cultural relativism
 - Subjectivism in ethics
- Identifying contemporary moral issues
 - Environment
 - Economic justice
 - Healthcare issues
 - Human Rights
 - Identity
- Religion and Morality
 - Divine Command Theory
 - Natural Law
- Virtue Ethics
 - Plato
 - Aristotle
 - Nietzsche
- Thomas Hobbes and the Social Contract
- Kant and the Categorical Imperative
- John Stuart Mill and Utilitarianism
- Feminism and the Ethics of Care
- Ethical Egoism
- Applying Moral Philosophy
 - Analyzing contemporary issues with different ethical theories
 - Creating solutions to contemporary ethical issues

PHIL 180: Ufology

Units (Credits): 1; Prerequisites: none

Surveys ufology in our popular culture as well as a presentation of ufological theories thought to explain the evidence for ufological claims. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

PHIL 200: Judeo-Christian Tradition

Units (Credits): 3; Prerequisites: none

Studies the major religious philosophical beliefs found in the Old and New Testaments, along with the ways these concepts were modified in post-biblical cosmology.

II. Course Objectives and Linkage to General Education Program

The information in the parentheses after a course objective refers to the specific general education (GE) learning outcome that the objective meets. Objectives without this information are not linked to WNC's general education program. Students who pass this course must demonstrate they can:

- Identify the major historical events and cultures that shaped the formation of Hebrew and Christian Scriptures; (GE1)
- identify the major historical events and cultures that shaped the formation of Judaism, Christianity and Islam; (GE1, GE5)
- identify and explain the moral, theological and philosophical themes of Judaism and Christianity; (GE1, GE5)
- analyze and interpret primary sources from Ancient Mesopotamia, Judaism, Christianity, and Islam; (GE2) and
- research and critically evaluate one significant topic that relates to a significant contemporary or enduring problem in Judeo-Christian history or scriptures. (GE2, GE4, and GE6)

III. Topics

- Ancient Mesopotamian Religions
 - Enuma Elish
 - Gilgamesh
 - Hammurabi's Code
- Biblical Criticism
 - Source Criticism (i.e. Wellhausen's Documentary Hypothesis)
 - Historical Criticism
- Origins of Judaism
 - Abrahamic Covenants
 - Akedah
 - Moses & Mosaic Covenants
 - Davidic Covenant
- The History of the Divided Kingdoms
 - Judah and Israel
 - Assyrian Invasion
 - Babylonian Exile
- Post-Exile Israel
 - Persian Influence - Zoroastrianism
 - Greek Influence
 - Septuagint
 - Maccabees' Revolt
- Judaism before and after Roman rule
 - Factions of Judaism (e.g. Essenes & Dead Sea Scrolls, etc.)
 - Destruction of Temple & Diaspora
 - Rabbinic Judaism
 - The formation of the TANAKH
- The Jesus Movement
 - Historical Jesus
 - Gospels and Early Christian Literature
 - Non-Canonical Gospels (e.g., Thomas, etc.)
- Christianity before 325 C.E.
 - New Religious Movement (111 C.E.)
 - Gnosticism
 - Marcionism
 - Irenaeus
 - Persecution
- Constantine & Early Christian Councils
 - Edict of Milan
 - Council of Nicaea
 - New Testament Canon
 - Council of Chalcedon
 - Eastern Fathers' views on Trinity
 - Augustine on Original Sin
- Rise of Islam
 - Life of Muhammad
 - Muslim Beliefs and Practices
 - Muslim Philosophers
 - Factions of Islam
- Early Philosophical Perspectives
 - Maimonides
 - Thomas Aquinas
 - Averroes
- Mysticism
 - Judaism - Kabbalah
 - Christianity
 - Islam - Sufism
- Reform Movements
 - John Wycliffe
 - Martin Luther
 - John Calvin
 - H. Zwingli
 - Henry VIII

PHIL 203: Introduction to Existentialism

Units (Credits): 3; Prerequisites: none

Reviews readings from Kierkegaard, Nietzsche, Jaspers, Sartre and Heidegger. An examination of the existentialist concepts: "being" and "nonbeing," "estrangement," "dread," "anxiety" and "freedom."

PHIL 204: Contemporary Philosophy

Units (Credits): 3; Prerequisites: none

Reviews the late 19th century movements as basis for the study of 20th century developments in thought from Nietzsche through existentialism, neopositivism, and American naturalism.

PHIL 207: Introduction to Political Philosophy

Units (Credits): 3; Prerequisites: none

Provides readings and discussion of theories concerning the nature of society and political structure from classical and contemporary philosophers.

PHIL 210: World Religions

Units (Credits): 3; Prerequisites: none

Examines the main moral and religious views of world religions.

II. Course Objectives and Linkage to General Education Program

The information in the parentheses after a course objective refers to the specific general education (GE) learning outcome that the objective meets. Objectives without this information are not linked to WNC's general education program. Students who pass this course must demonstrate they can:

- Increase their knowledge and appreciation of the world's religions by differentiating how they name The Sacred; (GE1, GE5)
- identify and distinguish the basic moral tenants, doctrines and religious practices of the world's major religious traditions; (GE 1, GE5)
- identify and distinguish myth, ritual, symbol, architecture and artistic expression among the world's major religious traditions; (GE1, GE5)
- analyze and interpret primary sources from the world's major religious traditions; (GE2); and
- create a project that synthesizes ideas from at two different disciplines (e.g. Anthropology, History, Philosophy, etc.) to address a significant contemporary or enduring problem related to religion. (GE2, GE6)

III. Topics

- The Study of Religion
 - The definitions of religion
 - Elements of Religion
 - Religion from multiple disciplines (e.g., Anthropology, History, Psychology, Philosophy, Sociology, etc.)
- Hinduism
 - Origins of Vedic Religion
 - Theology of Upanishads (e.g., Brahman, Atman, etc.)
 - Sacred Texts (e.g., Bhagavad Gita)
 - Yoga
- Buddhism
 - Life of Buddha
 - Common Buddhist Teachings
 - Three Marks of Reality
 - Four Noble Truths
 - Five Precepts
 - Branches of Buddhism
 - Theravada
 - Mahayana (e.g., Zen)
 - Tibetan/Vajrayana
- Taoism
 - Lao Tzu
 - Sacred Texts
 - Central Concepts
 - Tao
 - Wu-Wei
- Branches
 - Philosophical
 - Religious
- Confucianism
 - Life of Confucius
 - Sacred Texts
 - Five Great Relationships
 - Confucian Virtues (e.g., Jen/Ren, Wen, etc.)
- Judaism
 - Covenants (e.g., Abraham, Moses, etc.)
 - Sacred Text (TANAKH).
 - History of Biblical Judaism
 - Divided Kingdoms
 - Destruction of Temples
 - Modern Judaism
 - Beliefs
 - Practices
 - Divisions within Modern Judaism
 - Christianity
- The Life of Jesus
 - New Testament Literature
 - Common Beliefs and Practices
 - History of Early Christianity
 - Branches of Christianity
 - Eastern Orthodoxy
 - Roman Catholicism
 - Protestantism
- Islam
 - The Life of Muhammad
 - Sacred Text
 - Early History of Islam
 - Common Beliefs and Practices
 - Branches of Islam

- Sunni
- Shiite
- Sufi
- Optional - New Religious Movements
- Religion in the Modern World

PHIL 224: Introduction to Philosophy of Science

Units (Credits): 3; Prerequisites: none

Studies philosophical problems and implications of historical and contemporary scientific inquiry, e.g. the nature of laws, theories, explanations, scientific revolutions, values, relations of science and society.

Physics (PHYS)Liberal Arts Division**PHYS 100: Introductory Physics**Units (Credits): 3; Prerequisites: MATH 120, MATH 126 or higher or consent of instructor

Introduces students to a broad range of concepts in physics from basic classical mechanics to modern physics. Students will conduct at least four experiments with many demonstrations performed throughout the course.

II. Course Objectives and Linkage to General Education Program

The purpose of this course is to introduce students to general concepts in physics across a broad range of topics in physics. Upon successful completion of PHYS 100 (defined as a letter grade of C or better, 73% or higher overall score) learners will be able to:

- Demonstrate a working knowledge of concepts covering a broad range of physical phenomena.
- Gather and interpret data through guided scientific procedures.

III. Topics

Topics include but are not limited to the following. The process of scientific inquiry, classical mechanics, wave mechanics, thermodynamics, electromagnetism, atomic physics, nuclear physics, particle physics, relativity, and cosmology.

PHYS 151: General Physics IUnits (Credits): 4; Prerequisites: MATH 126, MATH 127, MATH 128 or equivalent

Provides a course in physics for students in arts and science, medicine and dentistry, and agriculture. Emphasis is on mechanics, heat, and sound.

PHYS 152: General Physics IIUnits (Credits): 4; Prerequisites: PHYS 151 or consent of instructor

Emphasizes light, electricity, magnetism and nuclear physics.

PHYS 180: Physics for Scientists and Engineers IUnits (Credits): 3; Prerequisites: MATH 181 ; Corequisites: PHYS 180L

Explores vectors, rectilinear motion, particle dynamics, work and energy, momentum, rotational mechanics, oscillations, gravitation, fluids, wave properties and sound. Students must co-enroll in both lecture and lab to receive credit.

II. Course Objectives and Linkage to General Education Program

The purpose of this course is to introduce Newtonian mechanics with a basis in calculus level mathematics in preparation for further study in engineering, physics, and other sciences. Upon successful completion of PHYS 180 (defined as a letter grade of C or better, 73% or higher overall score) learners will be able to:

1. Recognize and describe important characteristics of physical systems undergoing mechanical translation, rotation, and/or oscillation. (ISLO #1, #4, #6)
2. Calculate quantitative predictions and draw qualitative conclusions regarding the motion, interactions, and configurations of physical systems undergoing mechanical translation, rotation, and/or oscillation. (ILSO #1, #3, #6)
3. Examine a variety of physical systems and verify the behavior of parts of that system when subject to interactions with objects both inside and outside the system. (ISLO #3, #6)

III. Topics

This course introduces learners to Newtonian mechanics and its application to predicting the behavior of mechanical systems. Topics will include dimensional analysis, vectors, rectilinear

motion, rotational motion, oscillatory motion, particle dynamics, rotational dynamics, work and energy, linear momentum, and rotational momentum. These fundamentals will be employed to help describe a variety of physical phenomena possibly including, but not limited to, universal gravitation, fluids, deformable objects, mechanical waves, and sound.

PHYS 180L: Physics for Scientists and Engineers I Lab

Units (Credits): 1; Prerequisites or Corequisites: [MATH 181](#) ; Corequisites: [PHYS 180](#)

Explores vectors, rectilinear motion, particle dynamics, work and energy, momentum, rotational mechanics, oscillations, gravitation, fluids, wave properties and sound. Students must co-enroll in both lecture and lab to receive credit.

II. Course Objectives and Linkage to General Education Program

The purpose of this course is to reinforce concepts and practices in PHYS 180 while also acquiring skills in experimental design, data collection and analysis, and scientific writing. Upon successful completion of PHYS 180L (defined as a letter grade of C or better, 73% or higher overall score) learners will be able to:

1. Produce valid hypotheses regarding topics in Newtonian mechanics. (ISLO #1, #4, #6)
2. Design and implement experiments which can confirm or deny hypotheses. (ISLO #1, #6)
3. Produce written reports about experiments and their outcomes. (ISLO #2, #3, #6)

III. Topics

Experiments in this course will address topics including, but not limited to, measurement and uncertainty, one dimensional motion, projectile motion, Newton's laws of motion, friction, centripetal force, work and energy, impulse and momentum, and rotational dynamics.

PHYS 181: Physics for Scientists and Engineers II

Units (Credits): 3; Prerequisites: [PHYS 180](#) ; Corequisites: [PHYS 181L](#), [MATH 182](#)

Explores electric fields, potential, current, dielectrics, circuits, magnetic fields, electromagnetic oscillations, thermodynamics and kinetic theory of gases. Students must co-enroll in both lecture and lab to receive credit.

II. Course Objectives and Linkage to General Education Program

The purpose of this course is to introduce electrodynamics, circuits, and thermodynamics with a basis in calculus level mathematics in preparation for further study in engineering, physics, and other sciences. Upon successful completion of PHYS 181 (defined as a letter grade of C or better, 73% or higher overall score) learners will be able to:

1. Recognize and describe important characteristics of physical systems involving heat flow, entropy, kinetic theory of gases, electric charge, electric fields, magnetic fields, electromagnetic induction, and simple electric circuits. (ISLO #1, #4, #6)
2. Calculate quantitative predictions and draw qualitative conclusions regarding the interactions and configurations of physical systems involving heat flow, entropy, kinetic theory of gases, electric charge, electric fields, magnetic fields, electromagnetic induction, and simple electric circuits. (ISLO #1, #3, #6)
3. Examine a variety of physical systems and verify the behavior of parts of that system when subject to interactions with physical effects both inside and outside the system. (ISLO #3, #6)

III. Topics

This course introduces learners to classical thermodynamics and classical electromagnetism. Topics will include heat, temperature, thermal expansion/contraction, calorimetry, heat engines, entropy, the Coulomb force, electric fields, electric potential, capacitance, electric current, electrical resistance, magnetic fields, the Lorentz force, electromagnetic induction, electromagnetic waves, and simple AC and DC circuits.

PHYS 181L: Physics for Scientists and Engineers II Lab

Units (Credits): 1; Prerequisites: [MATH 182](#), [PHYS 180](#) ; Corequisites: [PHYS 181](#)

Explores electric fields, potential, current, dielectrics, circuits, magnetic fields, electromagnetic oscillations, thermodynamics and kinetic theory of gases. Students must co-enroll in both lecture and lab to receive credit.

II. Course Objectives and Linkage to General Education Program

The purpose of this course is to reinforce concepts and practices in PHYS 181 while also acquiring skills in experimental design, data collection and analysis, and scientific writing.

Upon successful completion of PHYS 181L (defined as a letter grade of C or better, 73% or higher overall score) learners will be able to:

1. Produce valid hypotheses regarding topics in classical thermodynamics and classical electromagnetism. (ISLO #1, #4, #6)
2. Design and implement experiments which can confirm or deny hypotheses. (ISLO #1, #6)
3. Produce written reports about experiments and their outcomes. (ISLO #2, #3, #6)

III. Topics

Experiments and simulations in this course will address topics including, but not limited to, heat and temperature, thermal expansion, calorimetry, heat engines, the Coulomb force, electric fields, magnetism, electromagnetic induction, capacitance, and DC and AC electric circuits.

PHYS 182: Physics for Scientists and Engineers III

Units (Credits): 3; Prerequisites: MATH 182, PHYS 181 ; Corequisites: PHYS 182L

Explores light, optical systems, relativity, wave aspects of particles, quantum mechanics, statistical mechanics, semiconductors, radioactivity, nuclear physics and particles. Students must co-enroll in both lecture and lab to receive credit.

PHYS 182L: Physics for Scientists and Engineers III Lab

Units (Credits): 1; Prerequisites: MATH 182, PHYS 181 ; Corequisites: PHYS 182

Explores light, optical systems, relativity, wave aspects of particles, quantum mechanics, statistical mechanics, semiconductors, radioactivity, nuclear physics and particles. Students must co-enroll in both lecture and lab to receive credit.

PHYS 293: Directed Study

Units (Credits): 1–3; Prerequisites: PHYS 151, PHYS 180

Provides individual study conducted under the direction of a faculty member. May be repeated for up to six units.

Political Science (PSC)

Liberal Arts Division

PSC 103: Principles of American Constitutional Government

Units (Credits): 3; Prerequisites: none

Political Science 103 (PSC 103), Principles of American Constitutional Government, studies constitutions of U.S. and Nevada with specific attention to various principles and current problems of government. PSC 103 satisfies United States and Nevada Constitution requirements.

II. Course Objectives and Linkage to General Education Program

The information in the parentheses after a course objective refers to the specific general education (GE) learning outcome that the objective meets. Objectives without this information are not linked to WNC's general education program. Students who pass this course must demonstrate they can:

- Demonstrate working knowledge of key concepts, principles, themes, and major content areas needed to explain and solve problems associated with American constitutional government. (Working Knowledge, GE 1)
- Write effective projects, papers, and reports. (Written Communication, ISLO 2)
- Locate, evaluate, and appropriately use information from multiple resources to complete projects, activities, and papers. (Information Literacy, GE 4 and ISLO 4)

III. Topic

Foundation of Government.

1. American Government: Roots, Context, and Culture.
2. The United States and Nevada Constitution.
3. The Federal System.
4. Civil Liberties.
5. Civil Rights.

Institutions of Government.

6. Congress.
7. Presidency.
8. The Executive Branch and the Federal Bureaucracy.
9. The Judiciary.

Political Behavior.

10. Public Opinion and Political Socialization.
11. Political Parties.
12. Elections and Voting.
13. The Campaign Process.
14. The News Media.
15. Interest Groups.

Public Policy.

14. Domestic Policy.
15. Economic Policy.
16. Foreign and Defense Policy.

PSC 108: Great Issues of Politics

Units (Credits): 3; Prerequisites: [PSC 103](#), [HIST 101](#) or consent of instructor

Studies political processes and ways in which political decisions are made and implemented.

PSC 208: Survey of State & Local Government

Units (Credits): 3; Prerequisites: none

Surveys the organization, working principles and functional processes of state and local governments in the U.S.

PSC 231: World Politics

Units (Credits): 3; Prerequisites: none

Political Science 231 (PSC 231), World Politics, is an introduction to the study of international relations. Explores policy making institutions, foreign policies and politics of various nations.

II. Course Objectives and Linkage to General Education Program

The information in the parentheses after a course objective refers to the specific general education (GE) learning outcome that the objective meets. Objectives without this information are not linked to WNC's general education program. Students who pass this course must demonstrate they can:

1. Identify important terminology, concepts, principles, themes, and major content areas in international relations. (GE 1)
2. Write quality essays and assignments. (GE 2)
3. Locate, evaluate, and appropriately use information from multiple resources to complete assignments and papers. (GE 4)
4. Draw a conclusion about how to solve a significant contemporary or enduring international relations problem, and present a rational defense of the conclusion. (GE 6)

III. Topics

- Trend and Transformation in World Politics.
 1. Exploring World Politics.
 2. Theories of World Politics.
 3. Theories of International Decision Making.
- The Globe's Actors and Their Relations.
 1. Rivalries and Relations among the Great Powers.
 2. The Global South in a World of Powers.
 3. Nonstate Actors and the Quest for Global Community.
- Confronting Armed Conflict.
 1. The Threat of Armed Conflict to the World.
 2. The Pursuit of Power through Arms and Alliances.
 3. The Quest for Peace through International Law and Collective Security.
- Human Security, Prosperity, and Responsibility.
 1. The Globalization of International Finance.
 2. International Trade in the Global Marketplace.
 3. The Demographic and Cultural Dimensions of Globalization.
 4. The Promotion of Human Development and Human Rights.
 5. Global Responsibility for the Preservation of the Environment.
- Thinking about the Future of World Politics.
 1. Looking Ahead at Global Trends and Transformations.

PSC 295: Special Topics in Political Science

Units (Credits): 3; Prerequisites: consent of instructor

Explores in detail an issue of current interest. Topics might include: the formulation and implementation of national security policy; the implementation and formation of national, state or local policy; or the structure and function of government agencies. May be repeated for up to six credits.

PSC 299: Government Internship

Units (Credits): 3–6; Prerequisites: PSC 103, HIST 111 and consent of instructor. If more students apply than there are positions available, students must submit resumes and will be selected by a review committee

Provides students the opportunity to be selected to serve in federal, state or local government offices within the WNC service area.

Psychology (PSY)

Liberal Arts Division

PSY 101: General Psychology

Units (Credits): 3; Prerequisites: none

PSY 101 introduces the field of psychology. Covers major principles and their application to the study of human behavior.

II. Course Objectives and Linkage to General Education Program

The purpose of this course is to provide a foundation of knowledge that allows students to further their study of psychology and/or apply knowledge to meet their personal and professional needs. The information in the parentheses after a course objective refers to the specific general education (GE) learning outcome that the objective meets. Objectives without this information are not linked to WNC's general education program. Upon successful completion of this course, learners will have demonstrated they can:

1. Identify important terminology, concepts, and principles from the major fields and perspectives in psychology. (GE 1)
2. Write quality essays and assignments based upon the American Psychological Association's style manual (GE 2).
3. Describe, explain, or apply selected concepts and principles from approaches and perspectives in psychology, including scientific principles and procedures. (GE 6).
4. Draw a conclusion about a contemporary or enduring issue in psychology and support the conclusion with appropriate reasoning and evidence (GE 6).

III. Topics

The course introduces students to the major fields and principles of psychology: major perspectives, neuroscience, perception, consciousness, behaviorism, learning, memory, developmental psychology, cognition, intelligence, motivation, emotion, social psychology, personality, and psychological disorders.

PSY 102: Psychology of Personal/Social Adjustment

Units (Credits): 3; Prerequisites: none

Focuses on understanding and applying psychological principles and theories to personal development and human relationships.

II. Course Objectives and Linkage to General Education Program

The purpose of this course is to provide a foundation of knowledge about principles and concepts important to personal and social adjustment. The information in the parentheses after a course objective refers to the specific general education (GE) learning outcome that the objective meets. Objectives without this information are not linked to WNC's general education program. Upon successful completion of this course, learners will have demonstrated they can:

- Identify important terminology, concepts, and principles from the range of topics important to personal and social adjustment. (GE 1)
- Use and evaluate self-improvement strategies and activities. (GE 6)
- Provide insights into their own behavior and mental processes (GE 6)
- Write quality essays and assignments based upon the American Psychological Association's style manual (GE 2).

III. Topics

Major topics covered include adjustment, personality, stress and coping skills, individual development, health, social thinking, communication, relationships, gender and sexuality, careers, disorders and psychotherapy.

PSY 120: The Psychology of Human Performance

Units (Credits): 3; Prerequisites: PSY 101 or consent of instructor

Surveys the psychology of human performance. Explores the psychological, emotional, and strategic dimensions of human performance. Emphasis will be to provide students with a comprehensive background that they can apply to their own performance areas.

PSY 130: Human Sexuality

Units (Credits): 3; Prerequisites: none

Covers major topics in human sexuality such as gender, sexual anatomy, sexually-transmitted diseases, sexual response and disorders, sexual orientation, sexual coercion, and commercial sex.

PSY 210: Introduction to Statistical Methods

Units (Credits): 4; Prerequisites: PSY 101, SOC 101, MATH096 or consent of instructor

Develops an understanding of statistical methods and training in the useful presentation and interpretation of behavioral science data, including elementary computer use. Same as SOC 210.

PSY 220: Principles of Educational Psychology

Units (Credits): 3; Prerequisites: PSY 101 or consent of instructor

Introduces the application of psychology principles of learning and cognitive development.

PSY 230: Introduction to Personality Psychology

Units (Credits): 3; Prerequisites: none

Introduces students to personality testing and the major approaches to the study of personality, including the influence of heredity, learning, the unconscious, etc.

PSY 233: Child Psychology

Units (Credits): 3; Prerequisites: PSY 101 or consent of instructor

Psy 233 explains the growth and development of children from conception through early adolescence.

II. Course Objectives and Linkage to General Education Program

The purpose of this course is to provide a foundation of knowledge about child development, including major theories, principles, research methods, and issues. The information in the parentheses after a course objective refers to the specific general education (GE) learning outcome that the objective meets. Objectives without this information are not linked to WNC's general education program. Students who pass this course must demonstrate they can:

1. Identify important terminology, concepts, principles, theories, and models from the field of child development. (GE 1)
2. Draw conclusions about the role of biological, cognitive, and socio-emotional processes in child development. (GE 6)
3. Use materials from the course to design an approach or process that will either further the understanding of development of children or improve the welfare of children. (GE 6)
4. Present substantially error-free prose based upon the American Psychological Association's style manual in all written assignments and presentations (GE 2).

PSY 234: Adolescent Psychology

Units (Credits): 3; Prerequisites: PSY 101 or consent of instructor

Psy 234 explains psychological development during adolescence with emphasis on special problems in American society: drug abuse, pregnancy, and familial problems.

II. Course Objectives and Linkage to General Education Program

The purpose of this course is to provide a foundation of knowledge about adolescence, including major theories, principles, research methods, and issues. The information in the parentheses after a course objective refers to the specific general education (GE) learning outcome that the objective meets. Objectives without this information are not linked to WNC's general education program. Students who pass this course must demonstrate they can:

1. Identify important terminology, concepts, principles, theories, and models from the study of adolescence. (GE 1)
2. Draw conclusions about the role of biological, cognitive, and socio-emotional processes in adolescence. (GE 6)
3. Use materials from the course to design an approach or process that will either further the understanding of adolescence or improve the welfare of adolescents. (GE 6)
4. Present substantially error-free prose based upon the American Psychological Association's style manual in all written assignments and presentations (GE 2).

PSY 240: Introduction to Research Methods

Units (Credits): 3; Prerequisites: PSY 101 or consent of instructor

Critical examination of research methods in psychology, including experimental and quasi-experimental designs, correlational methods, case studies, clinical research, natural observation, survey methods, and qualitative approaches.

II. Course Objectives and Linkage to General Education Program

The purpose of this course is to provide an introduction to research in psychology with an emphasis on a critical examination of research design issues. The information in the parentheses after a course objective refers to the specific general education (GE) learning outcome that the objective meets. Objectives without this information are not linked to WNC's general education program. Upon successful completion of this course, learners will have demonstrated they can:

- Demonstrate working knowledge of concepts, principles, and terminology of the major research designs used in psychology. (GE 1)
- Review published journal articles with an emphasis on the evaluation of research strategies used in social research. (GE 6)
- Select and defend research strategies that can be used to solve significant or enduring problems. (GE 6)
- Correctly use the American Psychological Association (APA) style in all writing for the course. (GE 2)

III. Topics

Topics include scientific approaches to research, measurement and ethical issues in psychological research, correlational research strategies, case and clinical studies, observational research, survey research, core and specialized experimental designs, and overview of qualitative approaches.

PSY 241: Introduction to Abnormal Psychology

Units (Credits): 3; Prerequisites: PSY 101 or consent of instructor

Covers causes, symptoms, and treatments of major psychological disorders, including anxiety, dissociative, mood, somatoform, eating, schizophrenia and substance-related disorders.

PSY 261: Introduction to Social Psychology

Units (Credits): 3; Prerequisites: PSY 101, SOC 101 or consent of instructor

Examines how the presence of others influences thoughts and behavior, including research on close relationships, persuasion, stereotyping, aggression, and group dynamics.

II. Course Objectives and Linkage to General Education Program

The purpose of this course is to provide a foundation of knowledge about social psychology, including major theories, principles, research methods, and applications of social psychology to contemporary issues. The information in the parentheses after a course objective refers to the specific general education (GE) learning outcome that the objective meets. Objectives without this information are not linked to WNC's general education program. Students who pass this course must demonstrate they:

- Have a working knowledge of key concepts, principles, theories, and research from social psychology. (GE 1)
- Can correctly use the American Psychological Association's style in all writing in the course. (GE 2)
- Locate, evaluate, and use information relevant to assignments. (GE 4)
- Present an approach for resolving a significant contemporary problem based upon principles and research from social psychology. (GE 6)

PSY 271: Psychology & the Family

Units (Credits): 3; Prerequisites: none

Explores the relationship of the individual and the family.

PSY 275: Undergraduate Research

Units (Credits): 3; Prerequisites: PSY 101 & PSY 210 & PSY 240

Requires independent or collaborative research.

PSY 280: Understanding Men and Women

Units (Credits): 3; Prerequisites: PSY 101 or consent of instructor

Explores the similarities and differences between the sexes, the consequences of these differences for the individual and society, and how to analyze explanations of gender/sex related behaviors.

II. Course Objectives and Linkage to General Education Program

The purpose of this course is to provide a foundation of knowledge about the importance of gender on individuals and society. The information in the parentheses after a course objective refers to the specific general education (GE) learning outcome that the objective meets. Objectives without this information are not linked to WNC's general education program. Students who pass this course must demonstrate they:

1. Have a working knowledge of key issues, themes, and theories relevant to explaining differences and similarities between males and females. (GE 1)
2. Can correctly use the American Psychological Association's style in all writing in the course. (GE 2).
3. Locate, evaluate, and use information relevant to assignments. (GE 4)
4. Draw conclusions about the influence of gender on individuals and modern society. (GE 6)

PSY 299: Special Topics

Units (Credits): 3; Prerequisites: none

Explores special topics which vary across semesters. A maximum of three credits may be applied towards a WNC degree.

Reading (READ)

Liberal Arts Division

READ 135: College Reading Strategies

Units (Credits): 3; Prerequisites: READ093 with a C or better, reading placement exam, or consent of instructor

Helps the average reader improve reading efficiency through practice with advanced comprehension skills. Reading rate is thereby improved indirectly. Students with heavy academic or on-the-job reading will benefit. Attention is also given to expanding reading vocabularies.

READ 93: Reading Improvement

Units (Credits): 3; Prerequisites: none

Reviews fundamental reading skills. Includes word attack skills, vocabulary development, dictionary skills and reading comprehension. Recommended minimal reading level for this course is between fourth and fifth grades. Course does not correct reading disabilities. Grading: pass/fail.

Real Estate (RE)

Career and Technical Education Division

RE 101: Real Estate Principles I

Units (Credits): 3; Prerequisites: none

Prepares students for careers in the real estate profession. Includes law of agency, listing agreements, encumbrances, legal descriptions, taxes, contracts and escrow. This course, along with RE 103, satisfies requirements of the Real Estate Division and Commission for taking the salesperson exam.

RE 103: Real Estate Principles II

Units (Credits): 3; Prerequisites or Corequisites: RE 101

Provides in-depth study of the real estate profession including Nevada real estate laws. Covers rules and regulations pertaining to NRS 645 and NRS 119, along with listing procedures, contracts, closing statements and office procedures.

Recreation & Physical Education (PEX)

Career and Technical Education Division

PEX 105: Scuba

Units (Credits): 1; Prerequisites: none

Features PADI Open Water Dive and teaches foundational knowledge and skills needed to dive with a buddy, independent of supervision. Open Water Divers are qualified to obtain air fills, equipment, and services, and may plan, conduct, and log no stop dives in conditions with which they have training and experience.

PEX 107: Swimming

Units (Credits): 1; Prerequisites: none

Covers water safety, floating, the backstroke, Austrian crawl and other strokes. May be offered at the beginning or intermediate level.

PEX 112: Baseball

Units (Credits): 1; Prerequisites: consent of instructor

Focuses on advanced baseball skill development, competition techniques and strategy for highly skilled, first year participants in competitive baseball. May be repeated for up to six units.

PEX 117: Golf

Units (Credits): 1–2; Prerequisites: none

Covers fundamentals of golf.

PEX 122: Racquetball

Units (Credits): 1–2; Prerequisites: none

Covers the fundamentals of racquetball.

PEX 125: Softball

Units (Credits): 1; Prerequisites: none

Focuses on advanced softball skill development, competition techniques and strategy for highly skilled participants in competitive softball. May be repeated for up to six units.

PEX 127: Tennis

Units (Credits): 2; Prerequisites: none

Introduces the basic rules, techniques, fundamentals, and strategies concerned with the game of tennis. Intermediate and advanced levels perfect and build upon the skills taught in the beginning level. May be offered at the beginning, intermediate and advanced levels.

PEX 130: Backpacking

Units (Credits): 1; Prerequisites: none

Covers the fundamentals of backpacking. Safety skills will also be discussed.

PEX 136: Snowboarding

Units (Credits): 1; Prerequisites: intermediate snowboarding ability

Teaches skidded turn with good speed and control on green and blue terrain. Consists of a combination of on-the-snow classes at an established ski area and classroom instruction at the college. Students will be assigned to small groups based on their present snowboarding ability. Any additional on-snow instruction will be by certified instructors employed by the ski area.

PEX 139: Wilderness Skills

Units (Credits): 1; Prerequisites: none

Provides basic survival information. May include field trips to allow students hands-on experience in the field.

PEX 142: Judo

Units (Credits): 1–6; Prerequisites: none

Provides students with the basic elements of the martial arts of Jujitsu and Judo, to enable them to gain greater control of their bodies and their emotions. May be offered at the beginning or intermediate level.

PEX 143: Karate

Units (Credits): 1–2; Prerequisites: none

Covers the basic history, philosophy and origins of Karate systems. Students are provided with demonstrations of the basic moves and are allowed to practice the moves with feedback. May be offered at the beginning or intermediate level.

PEX 148: Tai Chi

Units (Credits): 1–3; Prerequisites: none

Familiarizes students with the forms, sequence and movements of Tai Chi. May be offered at the beginning or intermediate level.

PEX 151: Bicycling

Units (Credits): 1–3; Prerequisites: none

Covers the fundamentals of bicycling.

PEX 154: Dance

Units (Credits): 1; Prerequisites: none

Explores dance positions, leading and following, and proper usage of rhythm. May be offered at the beginning or intermediate level. May be repeated for up to four units.

PEX 159: Horsemanship

Units (Credits): 1–2; Prerequisites: none

Helps students understand the principles of dressage and show jumping and to improve their skills in both sports. May be offered at the beginning or intermediate level.

PEX 169: Yoga

Units (Credits): 1–2; Prerequisites: none

Covers asana postures with emphasis on alignment and working with modifications for students who have injuries and need to adjust their postures. Breathing, meditation, and chanting incorporated. Presents the benefits, history and different styles and types of yoga.

PEX 170: Aerobics

Units (Credits): 1–4; Prerequisites: none

Engages students in cardiovascular activity for sustained time periods through a low impact, high intensity format. May be offered at the beginning or intermediate level.

PEX 172: Body Contouring and Conditioning

Units (Credits): 1–3; Prerequisites: none

Seeks to enhance physical activity to improve overall health and quality of life. Students will learn knowledge of muscle groups, target heart rate, and the potential benefits of regular exercise which includes improved cardiovascular endurance, body composition, flexibility, muscular strength and improved body contour. Students will participate in aerobic activities, calisthenics, and sculpting-isometric exercise, sports, conditioning, and flexibility training.

PEX 176: General Physical Fitness

Units (Credits): 1–2; Prerequisites: none

Covers general physical fitness.

PEX 180: Strength Training

Units (Credits): 1–2; Prerequisites: consent of instructor

Introduces resistance training and proper lifting techniques to strength (weight) training students. Safety rules, proper use of equipment and concepts of lifting will be emphasized.

PEX 183: Weight Training

Units (Credits): 0.5–3; Prerequisites: none

Introduces students to weight training principles.

PEX 184: Conditioning, Intercollegiate Athletics

Units (Credits): 1; Prerequisites: consent of instructor

Teaches the fundamentals of general and sports specific conditioning. All aspects of physical and psychological development are incorporated in this class. Strength, power, speed, acceleration, muscular hypertrophy and endurance, cardiovascular endurance, motor skills and agility drills are taught and practiced. The class will include general physical preparation sport fitness, plyometrics, agility drills and sports specific conditioning. The students will learn about the principle of year-round conditioning, including conditioning appropriate to the off-season, preparatory period, pre-competition period and competition period.

PEX 199: Special Topics

Units (Credits): 1–3; Prerequisites: none

Offers special topics which vary across semesters. A maximum of six units may be applied towards a WNC degree.

Russian (RUS)

Liberal Arts Division

RUS 101: Russian, Conversational I

Units (Credits): 3; Prerequisites: none

Emphasizes spoken communication and listening skills; reading and writing skills will be explored. A vocabulary of Russian-English words can be developed to suit students needs. and to increase fluency in the speaking, reading and writing of Russian. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

RUS 111: First Year Russian I

Units (Credits): 4; Prerequisites: none

Develops language skills through practice in listening, speaking, reading, writing and structural analysis. Includes an introduction to Russian culture.

RUS 112: First Year Russian II

Units (Credits): 4; Prerequisites: RUS 111 or consent of instructor

Continues with the second semester of the course to build on speaking, writing and reading skills in the Russian language.

Social Work (SW)

Liberal Arts Division

SW 101: Introduction to Social Work

Units (Credits): 3; Prerequisites: none

Introduces the profession of social work within a historical context. Emphasis on values, human diversity, analysis of social problem solving and fields of practice.

SW 230: Crisis Intervention

Units (Credits): 3; Prerequisites: none

Analyzes types of crisis theory, effects of crisis on the individual, family and community. Looks at methods and resources for crisis intervention.

SW 250: Social Welfare History and Policy

Units (Credits): 3; Prerequisites: none

Explores the historical development of the social work profession and current policies governing the social service delivery system within the United States. Presents social policy as a social construction influenced by a range of ideologies and interests. Special attention is paid to social welfare policy and programs relevant to the practice of social work, including poverty, child and family well-being, mental and physical disability, health, and racial, ethnic, and sexual minorities. Includes a focus on the role of policy in creating, maintaining or eradicating social inequities.

SW 310: HBSE I Structural Factors and Macro Systems

Units (Credits): 3; Prerequisites: SW 101, SW 250

First course in a two course sequence that promotes a multidimensional understanding of human functioning and behavior across systems and the life course. Specifically examines human behavior manifested in larger systems as well as the reciprocal relationship between individual functioning and social institutions. Orients students to social work perspectives that view human behavior as being influenced and impinged upon by environmental forces. Advances student's ability to critically examine the role of power, privilege and oppression in shaping life experiences.

Sociology (SOC)

Liberal Arts Division

SOC 101: Principles of Sociology

Units (Credits): 3; Prerequisites: none

Sociology 101 (SOC 101), Principles of Sociology, explains sociological principles underlying the development, structure, and function of culture, society, human groups, personality formation and social change.

II. Course Objectives and Linkage to General Education Program

The information in the parentheses after a course objective refers to the specific general education (GE) learning outcome that the objective meets. Objectives without this information are not linked to WNC's general education program. Students who pass this course must demonstrate they can:

1. Identify important terminology, concepts, principles, themes, and major content areas in sociology. (GenEd 1)
2. Write quality essays and assignments. (GenEd 2)

3. Locate, evaluate, and appropriately use information from multiple resources to complete assignments and papers. (GenEd 4)
4. Describe explain, or apply selected concepts and principles from approaches and perspectives in sociology. (GenEd 6)

III. Topics

1. Sociology: Perspective, Theory, and Method.
2. Culture.
3. Socialization: From Infancy to Old Age.
4. Social Interaction in Everyday Life.
5. Groups and Organization.
6. Sexuality and Society.
7. Deviance.
8. Social Stratification.
9. Global Stratification.
10. Gender Stratification.
11. Race and Ethnicity.
12. Economic and Politics.
13. Family and Religion.
14. Education, Health, and Medicine.
15. Population, Urbanization, and Environment.
16. Social Change: Modern and Postmodern Societies.

SOC 102: Contemporary Social Issues

Units (Credits): 3; Prerequisites: SOC 101 or consent of instructor

Acquaints students with selected social problems, their causes and possible solutions.

SOC 202: American Society

Units (Credits): 3; Prerequisites: SOC 101 or consent of instructor

Studies modern American society, its communities, and institutions.

SOC 205: Ethnic Groups in Contemporary Societies

Units (Credits): 3; Prerequisites: introductory course in one of the social sciences

See ANTH 205.

SOC 210: Introduction to Statistical Methods

Units (Credits): 4; Prerequisites: PSY 101, SOC 101, MATH096 or consent of instructor

Offers a course in understanding statistical methods and training in the useful presentation and interpretation of behavioral science data, including elementary computer use. Same as PSY 210.

SOC 261: Introduction to Social Psychology

Units (Credits): 3; Prerequisites: PSY 101, SOC 101 or consent of instructor

Examines how the presence of others influences thoughts and behavior, including research on close relationships, persuasion, stereotyping, aggression, and group dynamics.

II. Course Objectives and Linkage to General Education Program

The purpose of this course is to provide a foundation of knowledge about social psychology, including major theories, principles, research methods, and applications of social psychology to contemporary issues. The information in the parentheses after a course objective refers to the specific general education (GE) learning outcome that the objective meets. Objectives without this information are not linked to WNC's general education program. Students who pass this course must demonstrate they:

1. Have a working knowledge of key concepts, principles, theories, and research from social psychology. (GE 1)
2. Can correctly use the American Psychological Association's style in all writing in the course. (GE 2)
3. Locate, evaluate, and use information relevant to assignments. (GE 4)
4. Present an approach for resolving a significant contemporary problem based upon principles and research from social psychology. (GE 6)

SOC 275: Introduction to Marriage & the Family

Units (Credits): 3; Prerequisites: SOC 101 or consent of instructor

Examines typical problems encountered in dating, courtship, marriage, and parenthood.

Spanish (SPAN)

Liberal Arts Division

SPAN 101: Spanish, Conversational I

Units (Credits): 3; Prerequisites: none

Emphasizes spoken communication. Listening skills, reading and writing skills will be explored. A vocabulary of Spanish-English words can be developed to suit student needs. As students progress through this four-semester sequence they will build increasing fluency in the speaking, reading and writing of Spanish. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

SPAN 102: Conversational Spanish II

Units (Credits): 3; Prerequisites: SPAN 101 or consent of instructor

Offers a second semester of Conversational Spanish designed to continue and improve the skills learned in the first semester. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

SPAN 103: Conversational Spanish III

Units (Credits): 3; Prerequisites: SPAN 102 or consent of instructor

Further develops skills learned in previous semesters. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

SPAN 104: Conversational Spanish IV

Units (Credits): 3; Prerequisites: SPAN 103 or consent of instructor

Further develops skills learned in previous semesters. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

SPAN 109: Spanish for Educators I

Units (Credits): 1–3; Prerequisites: none

Provides basic skills and tools to English speakers who work with native Spanish-speaking students and their parents. Examines cultural aspects that can affect student performance and achievement. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

SPAN 110: Spanish For Educators II

Units (Credits): 3; Prerequisites: SPAN 109 consent of instructor

Helps students continue enhancing their oral and written communication skills in Spanish and become more cognizant of cultural obstacles faced by Spanish-speaking ELL students. Explores numerous best practices for reaching ELL students. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

SPAN 111: First Year Spanish I

Units (Credits): 4; Prerequisites: none

Develops language skills through practice in listening, speaking, reading, writing and structural analysis. Includes an introduction to Spanish culture.

SPAN 112: First Year Spanish II

Units (Credits): 4; Prerequisites: SPAN 111 or equivalent or consent of instructor

Develops language skills through practice in listening, speaking, reading, writing, and structural analysis.

SPAN 199: Special Topics in Spanish

Units (Credits): 3; Prerequisites: none

Applies to assorted short courses and workshops covering a variety of subjects. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

SPAN 211: Second Year Spanish I

Units (Credits): 3; Prerequisites: SPAN 112 or equivalent

Considers structural review, conversation and writing, and readings in modern literature.

SPAN 212: Second Year Spanish II

Units (Credits): 3; Prerequisites: SPAN 211

Continues structural review, conversation and writing, and readings in modern literature.

SPAN 226: Spanish for Heritage Speakers I

Units (Credits): 3; Prerequisites: Students should have some bilingual communication skills

Assists native Spanish speaking students who want to improve their literacy in the language. Students will study and practice basic Spanish grammar for improving and developing written and oral communications and reading skills while exploring some of the most interesting and important aspects of their own history and culture.

SPAN 227: Spanish for Heritage Speakers II

Units (Credits): 3; Prerequisites: SPAN 226 Students should have some bilingual communication skills

Continues of SPAN 226, designed for native Spanish speaking students who want to improve their literacy in the language. Students will study and practice Spanish grammar for improving and developing written and oral communication and reading skills while exploring some of the most interesting and important aspects of their own history and culture.

Statistics (STAT)

Liberal Arts Division

STAT 152: Introduction to Statistics

Units (Credits): 3; Prerequisites: MATH 126, MATH 128 or consent of instructor

Introduces statistics, probability models, statistical estimation and hypothesis testing, linear regression analysis, and special topics.

II. Course Objectives and Linkage to General Education Program

The information in the parentheses after a course objective refers to the specific general education (GE) learning outcome that the objective meets. Objectives without this information are not linked to WNC's general education program. Students who pass this course must demonstrate they can:

- Extract information correctly from tables and graphs, and use appropriate technology to create tables and graphs from data. (GE 1)
- Recognize various design aspects of surveys and experiments. (GE 1)
- Recognize probability distributions, and use them to compute probabilities. (GE 3)
- Compute descriptive statistics and perform basic computations using normal distributions. (GE 3)
- Construct confidence intervals and conduct hypothesis tests using appropriate techniques, and interpret the results. (GE 6)
- Recognize correlation between two variables, and use linear regression to make predictions. (GE 3)

III. Topics

Descriptive statistics, statistical graphs and tables. Probability distributions, and probability rules. Inferential statistics for one and two samples. Correlation and linear regression.

Surveying (SUR)

Career and Technical Education Division

SUR 119: Construction Surveying

Units (Credits): 2–4; Prerequisites: CONS 108 or consent of instructor

Presents care and use of surveying equipment. Profile elevation and closed traverse projects will provide hands-on experience. Construction staking will be explained in detail. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

SUR 161: Elementary Surveying

Units (Credits): 4; Prerequisites: MATH 127 or higher

Offers a beginning course designed to introduce students to modern techniques in land surveying.

SUR 162: Advanced Surveying

Units (Credits): 4; Prerequisites: SUR 119, SUR 161, SUR 265

Offers an advanced curriculum in surveying, but with increased difficulty and responsibility.

SUR 261: Legal Aspects of Surveying

Units (Credits): 3; Prerequisites: none

Covers legal terminology relating to land surveying, writing and interpreting legal descriptions, and deed and title research. Introduces state laws relating to surveying and mapping.

SUR 262: Principles of Land Surveying

Units (Credits): 3; Prerequisites: none

Covers principles of land surveying and an in-depth study of public land system, restoration of corners, boundary and control survey adjustments, and evidence and analysis.

SUR 263: Civil Survey Design

Units (Credits): 3; Prerequisites: none

Covers advanced subdivision, street and utility design and computations, basic map preparation, methods and procedures for construction surveying of civil designed improvements.

SUR 264: Introduction to Global Positioning System

Units (Credits): 3; Prerequisites: none

Focuses on aspects of the satellite navigation system becoming widely used in surveying and navigation. Topics include origin, history, operations, differential positioning, kinematic and real time GPS (RTK).

SUR 265: Introduction to Construction Surveying

Units (Credits): 4; Prerequisites: none

Covers reviewing and understanding civil, structural, and architectural constructing plans, and relationship for surveying layout. Requires surveying in an outdoor lab environment.

SUR 266: Land Development

Units (Credits): 3; Prerequisites: none

Introduces the forces shaping urban form including history and determinants of influence, nature of urban form, comprehensive planning and implementation, including zoning, general terms relating to development, state statutes, and local land use controls.

Theatre (THTR)

Liberal Arts Division

THTR 100: Introduction to Theater

Units (Credits): 3; Prerequisites: none

Studies plays of the classic and modern periods, of genres such as tragedy, comedy, farce and melodrama, and of the art and craft of theatre.

II. Course Objectives and Linkage to General Education Program

The information in the parentheses after a course objective refers to the specific general education (GE) learning outcome that the objective meets. Objectives without this information are not linked to WNC's general education program. By the completion of the class, the students should, with 75% accuracy:

- Discuss the importance of drama to cultural values (GE 1, 2)
- Recognize types of drama and their conventions (GE 1, 4)
- Recognize the styles of the most influential dramatists (GE 1)
- Discuss the basic elements of theatre: audience, performers, script, point of view, and stage environment (GE 1, 2, 4)

III. Topics

- What is Theatre?
- What is a Play?
- The Actor
- The Director
- The Playwright
- Technical Theatre and Theatrical Design
- Theatre Criticism and Dramaturgy
- Theatre Traditions East and West
- American Musical Theatre
- Modern Theatre
- Theatre Today

THTR 105: Introduction to Acting I

Units (Credits): 3; Prerequisites: none

Examines fundamentals of stage acting with special emphasis on improvisation. Introduces the principles that govern the performing environment. Speech and vocal skills as well as theatrical movement will be stressed. Emphasis is on

preparation aspect of acting rather than on performance.

II. Course Objectives and Linkage to General Education Program

The information in the parentheses after a course objective refers to the specific general education (GE) learning outcome that the objective meets. Objectives without this information are not linked to WNC's general education program. By the completion of the class, the students should, with 75% accuracy:

- Develop effective oral communication skills (GE 1, 2)
- Improvise a scenario dealing with a given topic (GE 1, 6)

THTR 108: Introduction to Playwriting

Units (Credits): 3; Prerequisites: none

Offers fundamentals of the craft of writing plays, stressing elements such as plot, character, dialogue, and structure. Emphasis on writing short plays.

THTR 116: Musical Theatre Dance

Units (Credits): 1; Prerequisites: none

Introduces beginning techniques of tap dance.

THTR 121: Makeup for the Actor

Units (Credits): 1–3; Prerequisites: none

Acquaints the student with the beginning principles of makeup and progresses to character makeup.

THTR 123: Creative Drama

Units (Credits): 3; Prerequisites: none

Examines the rules of improvisation in the theatre.

THTR 176: Musical Theatre Workshop I

Units (Credits): 2–3; Prerequisites: none

Performance ensemble, centered on public performance of musical theatre literature. Repeatable up to 9 units.

THTR 180: Cinema as Art & Communication

Units (Credits): 3; Prerequisites: none

Surveys cinema in its diverse forms. Course uses films to show historical and stylistic influences on the aesthetic values and social implications of cinema.

II. Course Objectives and Linkage to General Education Program

The information in the parentheses after a course objective refers to the specific general education (GE) learning outcome that the objective meets. Objectives without this information are not linked to WNC's general education program. By the completion of the class, the students should be able to discuss, with 75% accuracy:

- Define and evaluate a film in terms of technical and aesthetic criteria (GE 1, 4)
- Understand and evaluate film in the context of social and historical elements (GE 5)
- Understand and evaluate film style with regard to cultural influences (GE 6)

III. Topics

- Significance of Film Form
- Narrative form
- Mise-en-scene
- Cinematography
- Editing
- Sound in Cinema
- Style as a Formal System
- Film Genres
- Documentary, Experimental and Animated Films
- Film Criticism
- Film History

THTR 198: Special Topics in Theater

Units (Credits): 1–6; Prerequisites: none

Focuses in depth on a special topic in theater.

THTR 199: Play Structure & Analysis I

Units (Credits): 3; Prerequisites: none

Introduces major figures, events and ideas in theatre and dramatic literature from its origins to the present. Read, analyze and discuss representative plays.

THTR 204: Theatre Technology I

Units (Credits): 3; Prerequisites: none

Introduces the backstage world of the theatre by the study of lighting and sound systems and of technical stage rigging. Students will gain practical experience by serving as the crew for a college theatrical production.

THTR 205: Introduction to Acting II

Units (Credits): 3; Prerequisites: none

Continues acting principles presented in Introduction to Acting I with an emphasis on the classics.

THTR 209: Theatre Practicum

Units (Credits): 2–3; Prerequisites: none

Offers practical experience in stage productions.

THTR 219: Projects in Technical Theater

Units (Credits): 1–3; Prerequisites: none

Offers an in-depth study of some technical aspects of theater. Through practical application, students can explore lighting, set art, set construction, sound, set design or rigging.

THTR 240: Acting for the Camera

Units (Credits): 3; Prerequisites: none

Introduces the concept and practice of performing on camera and working with directors. Studies performance and discussion of scenes from television, film, and commercials. Discusses the business of the entertainment industry.

THTR 247: Beginning Improvisation

Units (Credits): 3; Prerequisites: none

Explores basic theatrical improvisation for general students. Focuses on spontaneity, flexibility, and structure, a variety of theatrical styles and improvisational techniques.

THTR 258: Theatre Experience and Travel

Units (Credits): 1–2; Prerequisites: none

Includes field study in which students travel to an arranged destination for the purpose of play viewing, play study and possible workshop attendance.

THTR 276: Musical Theatre Workshop IIUnits (Credits): 3; Prerequisites: MUS 176, THTR 176

Continues skills learned in THTR 176 or MUS 176. Offers a workshop in the techniques of musical theatre. May be repeated to a maximum of nine units. Same as MUS 176.

Welding (WELD)

Career and Technical Education Division

WELD 111: Beginning Welding for Art

Units (Credits): 3; Prerequisites: none

Explores the simplicity and beauty of metal as an art medium. No prior metalworking or art skills are required. Explores different areas after instruction and demonstrations in the metalworking process. Previous experience in metalworking will be an advantage. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

WELD 112: Beginning Ornamental IronworkingUnits (Credits): 3; Prerequisites: WELD 111, WELD 211

Discusses and demonstrates the use of metal as an aesthetic medium or as a specific function. Various metal forming and joining methods will be introduced. Student projects for both indoor and outdoor use will be emphasized. Focuses on fence, stair and balcony railings, along with gates and security doors. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

WELD 115: Welding Inspection and Testing Principles

Units (Credits): 3; Prerequisites: none

Provides a nondestructive testing course to give the student a broad and detailed look into the knowledge and hands-on experience required to function as a Level I penetrant testing inspector. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

WELD 121: Advanced Welding for Art

Units (Credits): 4; Prerequisites: WELD 111, WELD 211

Continues WELD 111 with concentration in one or more specific areas explored in the introductory class. Focuses on more complex and intricate art projects. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

WELD 122: Advanced Ornamental Ironworking

Units (Credits): 3; Prerequisites: WELD 112

Expands the skills acquired in Beginning Ornamental Ironworking to create more advanced and complex projects. New skills and techniques will be focused on individual needs. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

WELD 151: Metallurgy I

Units (Credits): 3; Prerequisites: none

Approaches metallurgy with an emphasis on welding technology. Includes demonstrations, lectures, and experiments in the metals lab. Covers extraction metallurgy as well as physical metallurgy. The various destructive methods of testing metal as well as non-destructive testing of metals will be discussed and demonstrated. The processes use distortion control and technique of flame straightening. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

WELD 159: Ultrasonic Testing Level I

Units (Credits): 3; Prerequisites: none

Offers a nondestructive testing course providing a broad, detailed look into the knowledge and hands-on experience required to function as a Level I Ultrasonic Testing inspector. Course meets the requirements of SNT-TC-1A and Military Standard-410. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

WELD 198: Special Topics in Welding

Units (Credits): 0.5–6; Prerequisites: none

Explores specialized areas of art/metalwork. Topics include non-ferrous metals, specialized forming techniques, metal casting, introduction to new metalworking equipment, and others. Specialized welding techniques not discussed or demonstrated in other classes may be a topic for special attention. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

WELD 211: Welding I

Units (Credits): 3; Prerequisites: none

Introduces welding which includes welding safety, environmental awareness, oxy-acetylene welding, cutting, and brazing as well as shielded metal-arc.

WELD 212: Welding I Practice

Units (Credits): 2; Prerequisites or Corequisites: WELD 211

Develops the student's manual skills necessary to produce high quality gas welds and flame cuts. The student learns to set up the equipment for all phases of oxy-acetylene welding and cutting. The shielded metal-arc welding section develops entry level skills for welders. This course specifically develops basic shielded metal arc welding skills such as striking the arc, maintaining proper arc length, adjusting equipment and manipulating the electrode. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

WELD 221: Welding II

Units (Credits): 3; Prerequisites: WELD 211 or consent of instructor

Continues MTL 212 with emphasis on developing welding skills for SMAW, GMAW, GTAW production in overhead, flat, horizontal, and vertical positions.

WELD 222: Welding II Practice

Units (Credits): 2; Prerequisites or Corequisites: WELD 221

Continues MTL 212 with emphasis on developing welding skills for SMAW, GMAW, and GTAW production in overhead, flat, horizontal, and vertical positions. Note: Non-transferable for an NSHE baccalaureate degree. Non-

applicable towards an AA or AS Degree.

WELD 224: Welding Projects

Units (Credits): 1–10; Prerequisites: consent of instructor

Offers welding student additional supervised lab hours. Students will perfect their skills through an approved project or work toward an AWS Code preparation. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

WELD 231: Welding III

Units (Credits): 3; Prerequisites: WELD 221

Includes theory and practice in gas metal-arc welding and gas tungsten-arc welding. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

WELD 232: Welding III Practice

Units (Credits): 2; Prerequisites: WELD 222

Focuses on GMAW, GTAW, and FCAW which will train the student to perform production and certification performance welding on ferrous and non-ferrous metals. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

WELD 241: Welding IV

Units (Credits): 3; Prerequisites: WELD 231

Covers shielded metal-arc welding of pipe, flux core arc welding of pipe and introduction to API, ASME, and AWS code certification. Welding of pipe provides training to develop welding skills necessary to produce high quality multipass welds on six-inch schedule, 80 mild steel pipe in the six G positions, using advanced welding processes. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

WELD 242: Welding IV Practice

Units (Credits): 2; Prerequisites: WELD 241 & AMP; WELD232

Introduces fundamental pipe welding techniques and develops basic skills for the service and transmission fields in the shielded metal-arc section. Trains welders for work in either the pressure pipe industry or transmission pipeline work using the micro-wire weld. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

WELD 250: Welding Certification Preparation

Units (Credits): 1–12; Prerequisites: consent of instructor

Introduces students to the many certifications available by meeting the standards of the American Welding Society codes. Includes instruction on code certification required by the American Petroleum Institute and the American Society of Mechanical Engineers. May be repeated for up to 12 units. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

WELD 259: Ultrasonic Testing Level II

Units (Credits): 3; Prerequisites: WELD 159

Meets the need and requirements of today's industry standards for thickness testing and weld evaluation of base materials, discontinuity detection/evaluation, mathematical solution, and extended practical application. Practical application includes extensive lab work using the latest in equipment technology, scanning techniques and evaluation of flawed weld specimens of various geometries. Upon successful completion of the course, the student will receive an Ultrasonic Level II Certification. The course will meet the requirements recommended in SNT-TC-1A and the MIL-Std 410 for Level II certifications in ultrasonics. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

WELD 290: Internship in Welding

Units (Credits): 1–8; Prerequisites: consent of instructor

Provides the student with on-the-job, supervised and educationally directed work experience. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

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<http://lr.wnc.edu/academics/catalog/all/>

WNC Foundation Board

Foundation Administration

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- Niki Gladys, Director of Development
- Jessica Plett, Scholarship Coordinator
- Linda Ranieri, Accounting Assistant

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- Amy Clemens, Vice Chair
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Printed: October 6, 2016

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<http://lr.wnc.edu/foundation/board.php>

General Policies

Western Nevada College Policies

Policy 9-2-2: Web Site Policies

Procedure: Web Site Policies
Policy No.: 9-2-2
Department: Information & Marketing Services

Policy: The following website policies apply to using the WNC website.

[Affirmative Action Policy](#)
[Non-Discrimination Policy](#)
[Clery Act](#)
[Sexual Harassment Policy](#)
[Student Right To Know Act](#)
[Drug and Alcohol Prevention Policy](#)
[Notice of Copyright Laws and Infringement Penalties](#)
[Web Site Disclaimer](#)

◦ **Section 1: Affirmative Action Policy**

A. WNC is committed to a policy of affirmative action/equal opportunity employer and values diversity in its student population and work force. The college does not discriminate on the basis of race, color, age, religion, gender, sexual orientation, national origin, disabilities or veterans status in the programs that are offered, in the activities sponsored, and in the employment of all professional, classified and student employees. The college has procedures to resolve complaints of alleged discrimination.

◦ **Section 2: Non-Discrimination Policy**

A. Western Nevada College does not knowingly discriminate against any person on the basis of race, color, creed, religion, national or ethnic origin, sex, age, or disability in admission or access to, or treatment or participation in its programs and activities.

◦ **Section 3: Clery Act**

A. The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act is a federal law that requires colleges to disclose certain timely and annual information about campus crime and security policies.
B. More detailed information and the crime statistics for the past three years is available at the [WNC Public Safety Website](#).

◦ **Section 4: Sexual Harassment Policy**

A. WNC, as part of the NSHE, is committed to providing a place of work and learning free from harassment, intimidation or insult. It is the policy of WNC that the sexual harassment of students, employees, and users of WNC facilities is unacceptable and prohibited.
B. The NSHE Policy Against Sexual Harassment and Complaint Procedure, Title 4, Chapter 8, Section 13, is incorporated into the Board of Regents Handbook. The policy can also be reviewed in the WNC online catalog.
C. CONTACT Affirmative Action Officer Human Resources Office Bristlecone Bldg. Rm. 104

◦ **Section 5: Student Right To Know Act**

A. The Student Right to Know and Campus Security Act requires that WNC comply with the provisions and updates in disclosing the graduation rate of certificate or degree-seeking students. This information is available to current and prospective students prior to enrolling or entering into any financial obligation.
B. As of 2011-2012, the four-year average Student-Right-to-Know graduation rate was 18 percent. WNC graduation completion rates are available from Counseling Services and Admissions and Records on the Carson City campus.

◦ **Section 6: Drug and Alcohol Prevention Policy**

- A. WNC is required to provide information about campus rules and regulations pertaining to alcohol and other drugs. The pamphlet, A Safe Campus, is available at each campus as a resource to students, employees and visitors.

o **Section 7: Notice of Copyright Laws and Infringement Penalties**

- A. Summary of Civil and Criminal Penalties as it pertains to using WNC equipment or networks to download copyrighted materials.
- B. Copyright infringement is the act of exercising, without permission or legal authority, one or more of the exclusive rights granted to the copyright owner under section 106 of the Copyright Act (Title 17 of the United States Code). These rights include the right to reproduce or distribute a copyrighted work. In the file-sharing context, downloading or uploading substantial parts of a copyrighted work without authority constitutes an infringement. Penalties for copyright infringement include civil and criminal penalties. In general, anyone found liable for civil copyright infringement may be ordered to pay either actual damages or "statutory" damages affixed at not less than \$750 and not more than \$30,000 per work infringed. For "willful" infringement, a court may award up to \$150,000 per work infringed. A court can, in its discretion, also assess costs and attorneys' fees. For details, see Title 17, United States Code, Sections 504, 505.
- C. Willful copyright infringement can also result in criminal penalties, including imprisonment of up to five years and fines of up to \$250,000 per offense.
- D. For more information, please see the web site of the [U.S. Copyright Office](#).
- E. WNC polices prohibit downloading, sharing or using copyrighted materials without the permission of the copyright holder.
- F. [Policy 3-2-8: Use of Copyrighted Materials Policy](#)
- G. [Policy 8-1-2: Computing and Network Use Agreement](#)
- H. WNC penalties for violating Federal copyright laws are addressed in the [Board of Regents Code](#).
- I. [Sources of legal materials to download](#)

o **Section 8: Web Site Disclaimer**

Access to and use of the Western Nevada College Web site are subject to the following terms and conditions:

- A. Personal Web pages of WNC faculty and staff do not in any way constitute official college content. The views and opinions expressed in personal Web pages are strictly those of the page authors. Comments on the contents of those pages should be directed to the page authors.
- B. All parties storing materials on the WNC Web site represent and warrant to WNC that the installation, copying, distribution and use of such materials in connection with the WNC Web site will not violate any other party's proprietary rights and that these materials do not contain any libelous or defamatory statements.
- C. WNC is not responsible for any errors in the materials provided on the WNC Web site. The WNC Web site and all materials maintained on the Web site are provided "as is" with no warranties of any kind.
- D. The links accessible from the WNC home page are subject to change without notice.
- E. WNC does not guarantee that the system will function error-free or uninterrupted.
- F. WNC shall not be liable for any damages of any kind, including consequential or incidental damages, arising from the submission, installation, maintenance, transmission, copying, modification, distribution or use of any materials.

Student Grievance Procedures

Western Nevada College Policies

Policy 3-5-2: Student Grievance

Procedure: Student Grievance
Policy No.: 3-5-2
Department: Dean of Student Services Office
Contact: Dean of Student Services

Policy: A student has the right to initiate a formal grievance in the case of a possible alleged infraction. A grievance arises when a student believes, based on established System-wide, Institutional-wide and individual academic faculty member-developed-for-the-classroom-or- laboratory administrative policies, procedures and/or rules, that he or she has been treated in an inappropriate manner by an academic faculty member in a college department or a bonafide academic faculty representative of the college.

Grievances Covered by This Policy:

1. A grievance against an academic faculty member arises when a student believes he or she has been subjected to inappropriate behavior by an academic faculty member acting within their role and duty.
2. A grievance of personal misconduct by an academic faculty member arises when a student believes he or she is the subject of inappropriate behavior outside of the academic faculty member's role and duties within the college.

Grievances Not Covered by This Policy Include:

1. Grade disputes, academic evaluation disputes and other matters related to an academic faculty member's assigned duties.
2. Issues of sexual harassment or discrimination.
3. Issues of a criminal nature.

Note - much of the language added to this policy was taken (and modified) from USC's grievance policy -- /s/ FSC III

Initiation of Grievance

Committee Membership

Presentation of Case

Recommended Course of Action

Final Decision

o **Section 1: Initiation of Grievance**

- A. Formal grievance procedures are initiated only after informal attempts have been found unsatisfactory in reaching a just solution.
- B. A grievance must be filed in writing to the Dean of Student Services within 15 instructional days of the alleged infraction.
- C. This written grievance must include the following:
 - 1) Name, address and phone number of the person making the grievance;
 - 2) Identification of the academic faculty member against whom the grievance is brought;
 - 3) A description of the specific academic faculty member's behavior resulting in this grievance;
 - 4) The date or period of time in which the behavior occurred and the location of the incident; and
 - 5) A listing of all individuals who witnessed any part of the incident in dispute.

o **Section 2: Committee Membership**

- A. The Academic Standards Committee shall hear the grievance; its membership is driven by its bylaws.
- B. This committee will consist of the appropriate dean, two faculty members, one student, one representative from the Associated Students of Western Nevada, and may also include a classified employee.

o **Section 3: Presentation of Case**

- A. The Academic Standards Committee shall hear the grievance within 15 days of notification by the Vice President of Academic and Student Affairs.

- B. The student and involved parties will be given the opportunity to present their case in a formal hearing to the Academic Standards Committee.
- C. The burden of proving the grievance rests upon the student filing the grievance.
- D. Hearings shall be digitally recorded or transcribed. These records are maintained for a seven-year time-period.

- **Section 4: Recommended Course of Action**

- A. The Academic Standards Committee will then recommend a course of action to the vice president for academic and student affairs within 5 days of the hearing.

- **Section 5: Final Decision**

- A. All involved parties will receive written notification within the confines of Nevada Revised Statutes, Nevada Administrative Code and NSHE Code from the Vice President for Academic and Student Affairs of the final decision within 15 days of receipt of the Academic Standards Committee's recommendation.

Date Adopted	February 23, 1999	Dates Revised	October 6, 2015; September 2, 2008; May 11, 2004; April 4, 2000
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NSHE Code Reference NSHE Board of Regents Handbook
 NSHE Board of Regents' Meeting Minutes: 4/87; 11/88; 5/92

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Printed: October 6, 2016

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<http://lr.wnc.edu/policymanual/3-5-2.php>

Privacy Notice

In accordance with institutional policy and the U.S. Family Education Rights and Privacy Act of 1974 (FERPA), Western Nevada College vigorously protects the privacy of student educational records. FERPA was enacted to protect the privacy of educational records and to provide guidelines for the correction of inaccurate or misleading data.

No one shall have access to, nor will WNC disclose any non-directory information from a student's educational records without the written consent of the student except to college staff and student employees performing an assigned college function, authorized representatives from federal and state agencies, officials of other institutions in which the student seeks to enroll, accrediting agencies carrying out their accreditation functions, military recruiter as specified in the Solomon Amendment, persons in compliance with a judicial order, officials providing student financial aid, the audit firm retained by the Nevada System of Higher Education, the data warehouse for the NSHE or designated institutional research personnel, any agencies engaged by WNC to act on its behalf, and persons in an emergency to protect the health/and/or safety of students, or other persons. WNC does not release information to parents of students regardless of dependence status without prior written consent of the student. A student is defined as an individual who has applied to WNC and who is or has been in attendance at WNC.

The institution does not release the records of individual students, such as grades and class schedules, without prior written consent of the student. As permitted under federal law, an exception to the above practice is the release of "directory" information considered to be public in nature and not general deemed to be an invasion of privacy. At Western Nevada College, the following categories are defined as "directory" information: student name, city, state, residency status, full-time/part-time status, graduation date, major/degree, academic honors, dates of attendance and whether currently enrolled, and photographs from college sanctioned events.

Students have the right to request non-disclosure of directory information. If they do not restrict release of this information, the information may be released or disclosed. WNC assumes that failure to specifically request the withholding of directory information indicates individual approval for disclosure. Directory information may be provided for commercial purposes to businesses affiliated with the institution, honor societies, the alumni association and foundation, or other individuals for purposes that may be beneficial to students. WNC exercises discretion in responding to requests for directory information and may or may not provide such information when requested, depending on the intended purpose of the request. The institution does not sell or rent student information for a fee. WNC does not provide telephone numbers or class schedules to outside inquirers.

It is important to consider carefully the potential consequences of restricting the release of directory information. If a student restricts release for non-commercial purpose, the institution will be unable to place the student's name in publications such as honors and graduation programs; to confirm graduation and dates of attendance to potential employers, to verify enrollment with organizations such as insurance companies; or to send notifications about specialized scholarships without the express written authorization of the student.

If, after due consideration, you wish to restrict the release of directory information, you may request this through [myWNC](#) or submit a Request for Confidential Status of Directory Information form and submit to Admissions and Records. This directive will apply permanently to your record, even after graduation, until you choose to reverse it by submitting a written authorization to Admissions and Records.

FERPA provides a student with the right to inspect and review information in his/her education records, the right to seek to amend education records and the right to have some control over the disclosure of information from education records. WNC is not required to provide copies of such records to students. If a student disagrees with some information in his/her educational records, he/she may challenge that information. If the situation is not resolved to the student's satisfaction, the student may request a hearing. If the student disagrees with the results of that hearing, he/she may submit explanation statements for inclusions in his/her file. Contact Admissions and Records for additional information.

Files and Downloads

- [Request for Non-Disclosure of Directory Information / Privacy Policy](#)

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<http://lr.wnc.edu/studentservices/admissions/privacy.php>

Residency Regulations

Western Nevada College allows any adult who can benefit from instruction to enroll, regardless of residency status. Although the tuition and fees will vary depending on residency status, all adults are welcome to attend Western Nevada College.

Admissions and Records staff is available to assist students with residency regulations and to answer any residency questions. Please call 775-445-3277 for assistance.

There are a number of factors used to determine residency. In most cases, an individual who is financially independent must reside in Nevada as a bona fide resident (definition below) for a minimum of 12 consecutive months prior to the date of matriculation (the beginning date of the first semester of enrollment) to be considered a Nevada resident for tuition purposes. The individual must also be a U.S. citizen or hold a Permanent Resident card. For a financially dependent student, the student's spouse, family, or legal guardian must be a bona fide legal resident of the state of Nevada for at least twelve consecutive months prior to the date of matriculation and must be a U.S. citizen or hold a Permanent Resident card.

There are exceptions which allow some individuals who do not meet the 12 month requirement to obtain residency. Some of the exceptions include:

- A graduate or current enrollee of a Nevada high school.
- A financially independent individual who has relocated to Nevada for the primary purpose of permanent full-time employment.
- A financially dependent individual whose spouse, family, or legal guardian has relocated to Nevada for the primary purpose of permanent full-time employment.
- Licensed educational personnel employed full-time by a public school district in the state of Nevada, or the spouse or dependent child of such an employee.
- A member of a federally recognized Native American tribe who currently reside on tribal lands located wholly or partially within the boundaries of the state of Nevada.
- Active duty resident military stationed in Nevada or spouse.
- Marines currently stationed at the Marine Corps Mountain Warfare Training Center at Pickle Meadows, CA or spouse.
- A veteran of the Armed Forces of the United State who was honorably discharged while stations in Nevada or Pickle Meadows.
- A veteran of the Armed Forces of the United States who was honorably discharged within five years immediately preceding the date of matriculation of the veteran
- Veterans, spouses, dependents and others using veteran benefits may qualify for an exception

Bona Fide Nevada Resident

A bona fide Nevada resident is defined as an independent person who has continuous physical presence in the state of Nevada for a minimum of 12 consecutive months prior to matriculation, having clearly abandoned any former residence and who has no ties to any other state and who has the intent to permanently reside in the state of Nevada. In general, an individual is expected to surrender his/her driver's license or state ID card from his/her previous state and obtain a Nevada driver's license (as required by Nevada law) or state ID card within 30 days of moving to Nevada to be considered a bona fide resident. For a dependent person, the family, spouse or legal guardian must have physical presence in the state of Nevada for a minimum of 12 consecutive months prior to the student's matriculation with no ties to any other state, with the intent to permanently reside in Nevada.

Dependent and Family

A dependent is defined as a person who is not financially independent and is claimed as an exemption for federal income tax purposes under Section 152 of the Internal Revenue Code by another person for the most recent year. Family is defined as natural or legally adoptive parent(s) of a dependent person, or if one parent has legal custody of a dependent person, that parent.

Date of Matriculation

Date of matriculation is the first day of instruction in the semester or term in which enrollment of a student first occurs (excluding community education courses). This is applicable regardless of the actual start date of a course a student enrolls in. A student has matriculated if he/she enrolls for a course and does not withdraw before the 100% refund period or has a record of previous enrollment at Western Nevada College.

Nonresident

A student who does not meet the criteria for Nevada bona fide residency is considered a nonresident and must pay nonresident fees.

Reclassification

A student who has been classified as a non-resident who matriculated to WNC shall continue to be classified as a nonresident student throughout the student's enrollment, unless and until the student demonstrates that his or her previous residence has been abandoned and that student is a bona fide Nevada resident. A student must fill out a Residency Reclassification Application and provide documentation of:

1. Continuous physical presence as a Nevada resident for at least 12 months immediately prior to the date of the application for reclassification, and
2. Evidence of intent to remain a Nevada resident, and
3. Proof of independent/dependent status. For a dependent student, documentation of Nevada residency for the student's family, spouse, or legal guardian must be provided. If the family, spouse or legal guardian of a dependent student is not a bona fide Nevada resident, the student will continue to be classified as a nonresident student.

When a student has been reclassified to resident student status, the reclassification shall become effective at the registration immediately following the reclassification decision. No reclassification under these regulations shall give rise to any claim for refund of tuition already paid or owed from a previous semester.

WUE Students

Students who have enrolled as Children of Alumni or WICHE/WUE may not be reclassified as a in-state resident until the student disenrolls from the applicable program and pays full nonresident tuition for at least 12 months or does not take any courses at a NSHE institution for at least 12 months from the time the student moved to Nevada. An application for reclassification must be submitted.

Additional Information

All residency regulations are subject to change by the Board of Regents. Changes become effective immediately upon such approval for all students. Regulations for determining Nevada residency for tuition charges are outlines in the Board of Regents handbook, Title 4, Chapter 15.

If you are a new student who has not yet matriculated and believe your residency stats has been classified incorrectly, you may submit the [Initial Residency Review Application](#) with appropriate documentation to WNC Admissions and Records.

If you would like to be considered for reclassification from a nonresident to a resident, submit the [Nevada Residency Reclassification Application](#) to Admissions and Records.

If you have any questions about residency please call Admissions and Records at 775-445-3277.

Student Conduct Code

Western Nevada College Policies

Policy 3-4-4: Student Conduct

Procedure: Student Conduct
Policy No.: 3-4-4
Department: Academic & Student Affairs
Contact: Dean of Student Services

Policy: Rules of Conduct and Procedures for Students

Western Nevada College hereby adopts Board of Regents Handbook, Title 2, Chapter 10 as its policy governing the rules of conduct and procedures for students and any amendments to that chapter as may be adopted by the Board of Regents from time to time, along with the qualifications to the chapter set forth below.

"System," as that term is used in Title 2, Chapter 10, shall mean Western Nevada College.

"Student conduct officer or coordinator" shall mean the WNC Dean of Students or an alternate student conduct officer or coordinator appointed by the president.

"Student conduct hearing board" shall mean the Academic Standards Committee or another committee appointed by the president.

"Hearing officer" shall mean a member of the Academic Standards Committee or another person appointed by the president.

Date Adopted	March 29, 2005	Dates Revised	October 6, 2015; June 19, 2013; October 13, 2011; September 2, 2008
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WNC Bylaws

Western Nevada College 2016-2017 College Catalog
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This page may contain links that are not visible in a printed format. For complete information visit:
<http://lr.wnc.edu/policymanual/3-4-4.php>

Western Nevada College Catalog

Appendix

- [Academic Program Guide](http://www.wnc.edu/files/catalogs/2016-2017_apg.pdf) (www.wnc.edu/files/catalogs/2016-2017_apg.pdf)
- [Accreditation Reaffirmation Letter, 2010](http://www.wnc.edu/files/departments/accreditation/accreditation_reaffirmation_2010.pdf)
(www.wnc.edu/files/departments/accreditation/accreditation_reaffirmation_2010.pdf)
- [Board of Regents Contacts](http://system.nevada.edu/Nshe/index.cfm/administration/board-of-regents/current-regents/) (http://system.nevada.edu/Nshe/index.cfm/administration/board-of-regents/current-regents/)
- [Board of Regents Handbook](http://system.nevada.edu/Nshe/index.cfm/administration/board-of-regents/handbook/) (http://system.nevada.edu/Nshe/index.cfm/administration/board-of-regents/handbook/)
- [Faculty Directory](http://www.wnc.edu/directory/browse/) (www.wnc.edu/directory/browse/)
- [Policy Manual](http://www.wnc.edu/policymanual/all.php) (www.wnc.edu/policymanual/all.php)

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