IT'S FOR ME

2018 - 2019 COLLEGE CATALOG

Western Nebraska Community College

VOLUME 67 *July 2018*

Alliance Campus
1750 Sweetwater Avenue
Alliance, NE 69301
p 308.763.2000
p 888.559.9622
f 308.763.2012

Scottsbluff Campus (main)
2620 College Park
Scottsbluff, NE 69361
p 308.635.3606
p 800.348.4435
f 308.635.6100

Sidney Campus
371 College Drive
Sidney, NE 69162
p 308.254.5450
p 800.222.9682
f 308.254.7444

This catalog is a useful reference for the services, programs, opportunities, and policies at Western Nebraska Community College (WNCC). Although every effort is made to ensure the accuracy of this catalog, WNCC reserves the right to make changes in requirements, costs, curriculum, course structure and content, programs, and other policies and procedures. The most up-to-date version of the catalog may be found at **wncc.edu.**

Western Nebraska Community College does not discriminate on the basis of race, color, religion, national origin, sex or gender, age, disability, marital status, military veteran status, sexual orientation, gender expression/identify, or political affiliation, in its policies, practices, and activities related to employment, admissions, educational services/programming, student services/activities, or financial aid as expressly prescribed by institutional policy, state, and federal laws, regulations, and executive orders.

Inquiries concerning the application of these policies, laws, and/or regulations to the college may be directed to the college's compliance officer for the Civil Rights Act(s), Title IX of the Education Amendments of 1972, Americans with Disabilities Act(s), and Section 504 of the Rehabilitation Act of 1973: Chief Human Resources Officer, WNCC, 1601 East 27th Street, Scottsbluff, NE, 69363-1815, 308.635.6105 or to the Director, Office of Civil Rights, U.S. Department of Education, One Petticoat Lane, 1010 Walnut Street, Suite 320, Kansas City, MO, 64106-2106.

The Higher Learning Commission (HLC) accredits Western Nebraska Community College. Inquiries regarding WNCC accreditation may be directed to the HLC by letter at 30 North LaSalle Street, Suite 2400, Chicago, IL 60602-2504, or by phone at 312.263.0456.

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2018-19 Academic Calendar

Fall Semester 2018

August 2018

13 M ..... Faculty Contract Days Begin

17 F ..... Last Day for New Students to Register for Fall Full-Term & 1st 8-Week Classes

19 Su ..... Last Day for Returning Students to Register Online for Fall Full-Term & 1st 8-Week Classes

20 M ..... Fall Full-Term & 1st 8-Week Classes Begin

20-22 M-W ..... No Penalty Drop/Add Period for 1st 8-Week Classes

20–24 M-F ..... No Penalty Drop/Add Period for Full-Term (16-week) Classes

September 2018

3 M ..... **COLLEGE CLOSED**
Labor Day

19 W ..... Last Day to Withdraw from 1st 8-Week Classes

October 2018

8-9 M-T ..... **NO CLASSES**
Fall Break
General Assembly for Faculty and Staff (9th)

10 W ..... Midterm for Fall Full-Term Classes (Classes Meet)

11 Th ..... 1st 8-Week Classes End

12 F ..... **FINALS for 1st 8-WEEK CLASSES**
Last Day to Register for 2nd 8-Week Classes

15 M ..... 2nd 8-Week Classes Begin
Faculty Grading Day
1st 8-Week Grades Due @ Midnight

15-17 M-W ..... No Penalty Drop/Add Period for 2nd 8-Week Classes

18 Th ..... Spring 2019 Class Schedule Released

26 F ..... Last Day to Withdraw from Fall Full-Term Classes

November 2018

1 Th ..... First Day to Register for Spring 2019 Classes

13 T ..... Last Day to Withdraw from 2nd 8-Week Classes

21 W ..... **NO CLASSES**
COLLEGE CLOSES @ NOON

22-23 Th-F ..... **COLLEGE CLOSED**
Thanksgiving Holiday

30 F ..... Fall Full-Term and 2nd 8-Week Classes End

December 2018

3-7 M-F ..... **FINALS**

11 T ..... Grades Due @ Midnight

14 ..... Final Faculty Contract Day

24-31 M-M ..... **COLLEGE CLOSED**
Winter Break

Spring Semester 2019

January 2019

1 T ..... **COLLEGE CLOSED**
Winter Break

7 M ..... Faculty Contract Days Begin

11 F ..... Last Day for New Students to Register for Spring Full-Term & 1st 8-Week Classes

13 Su ..... Last Day for Returning Students to Register Online for Spring Full- Term & 1st 8-Week Classes

14 M ..... Spring Full-Term & 1st 8-Week Classes Begin

14-16 M-W ..... No Penalty Drop/Add Period for 1st 8-Week Classes

14-18 M-F ..... No Penalty Drop/Add Period for Spring Full-Term (16-Week) Classes

February 2019

13 W ..... Last Day to Withdraw from 1st 8-Week Classes

March 2019

5 T ..... 1st 8-Week Classes End

6 W ..... **FINALS (1st 8-WEEK CLASSES)**

8 F ..... 1st 8-Week Grades Due @ Midnight

11-15 M-F ..... **NO CLASSES**
Spring Break

15 F ..... Last Day for New and Returning Students to Register for 2nd 8-Week Classes

18 M ..... 2nd 8-Week Classes Begin

18-20 M-W ..... No Penalty Drop/Add Period for 2nd 8-Week Classes

25 M ..... Summer/Fall 2019 Class Schedule Released

27 W ..... Last Day to Withdraw Spring Full-Term Classes

April 2019

8 M ..... First Day to Register for Summer/Fall 2019 Classes

17 W ..... Last Day to Withdraw from 2nd 8-Week Classes

18 Th ..... **NO CLASSES (Scottsbluff only)**
District Music Contest

19 F ..... **COLLEGE CLOSED**
Good Friday Holiday

May 2019

3 F .... Spring 2019 Full-Term and 2nd 8-Week Classes End

6-10 M-F ..... **FINALS**

11 Sa ..... **GRADUATION**

13-16 M-Th ..... Faculty Completion Days

14 T ..... Grades Due @ Midnight

24 F ..... Last Day for New Students to Register for Summer 2018 Classes

27 M..... Last Day for Returning Students to Register Online for Summer 2018 Classes

27 M..... **COLLEGE CLOSED**
Memorial Day

Summer Session 2019

May 2019

28 T..... Summer 10-Week & 1st 5-Week Sessions Begin

28-30 T-Th .....No Penalty Drop/Add Period for 10-Week and 1st 5-Week Summer Classes

June 2019

3 M..... Summer 8-Week Session Begins

3-5 M-W.....No Penalty Drop/Add 8-Week Summer Classes

14 F..... Last Day to Withdraw from 1st 5-Week Session

27 Th..... 1st 5-Week Session Ends

28 F..... **Finals 1st 5-Week Session**

July 2019

1 M ..... Start 2nd 5-Week Session

1-3 M-W ..... No Penalty Drop/Add 2nd 5-Week Summer Classes

2 T.....Last Day to Withdraw from 8-Week Session

Grades Due at Midnight for 1st 5-Week Session

4-5 Th & F.....**COLLEGE CLOSED**
Independence Day Holiday

8 M .....Last Day to Withdraw from 10-Week Session

22 F.....Last Day to Withdraw from 2nd 5-Week Session

25 Th..... End 8-Week Session

26 F & 29 M.....**FINALS for 8-Week Session**

31 W ..... Grades Due at Midnight for 8-Week Session

August 2019

1Th.....10-Week and 2nd 5-Week Sessions End

2 F.....**FINALS for 10-Week and 2nd 5-Week Sessions**

6 T.....Grades Due at Midnight for 10-Week and 2nd 5-Week Session

Calendar dates are subject to change.

College Information

Philosophy and Mission

Philosophy

Western Nebraska Community College is a comprehensive community college committed to serving the residents of western Nebraska with higher education and lifelong learning opportunities. The faculty, staff, and Board of Governors seek to provide leadership in education while responding to the identified needs of area residents by providing high quality educational programs and support services accessible to all who can benefit from them. In fulfilling our role and mission, we subscribe to the following philosophy:

- Belief in the inherent right of every person to an opportunity for education commensurate with the individual's potential and interest. We offer a comprehensive program, which includes academic and technical courses, as well as general education for transfer to a baccalaureate-granting institution or preparation for entry to the job market.
- Responsibility for providing an environment that offers opportunities for developing quality in academic, technical, and vocational disciplines. We are committed to helping students clarify goals by improving skills and providing guidance, encouragement, and assistance in a positive atmosphere fostering personal growth and social responsibility.
- Commitment to lifelong learning. We provide area business and industry with vocational training for skilled employment, which encompasses in-service/pre-service training in addition to basic skills, continuing education and vocational interests.
- Awareness of the changing role of education. We are prepared to make adjustments in the curriculum and services to meet the diverse, unique needs of students.

Role & Mission

"Western Nebraska Community College shall be a student centered, open access institution primarily devoted to quality instruction and public service, providing counseling and other student services intended to promote the success of a diverse student population, particularly those who have been traditionally under served in other educational settings.

Western Nebraska Community College, individually and collectively, shall provide the following instructional and service priorities:

Applied Technology Education

Including Associate of Applied Science degrees (AAS), Associate of Occupational Studies (AOS), diplomas, certificates, and coursework to qualify individuals for entry into employment or to enable individuals to remain current, to upgrade skills, or to acquire new skills.

Transfer Education

Including liberal arts and sciences associate degrees (AA and AS) comprising of coursework which is comparable to the coursework of the first two years of a bachelor's degree program and applied technology degrees comprising coursework which may be applicable to the coursework of the first two years of a bachelor's degree program.

Developmental Education

Including remedial programs, developmental programs, Adult Education (AE), General Education Development (GED) preparation, English Literacy Programs (ELP), and refresher courses.

Adult Continuing Education

Including career related programs and services for professional certification or improvement, Economic and Community Development including customized training programs developed for businesses and communities to meet needs such as occupational assessment, job training and job upgrading, and other programs and services that are within the scope of the college's expertise.

Public Service

Including vocational and personal development courses and activities not specifically identified in other priorities.

Applied Research

Limited to the enhancement of the instructional programs, student achievement, institutional effectiveness, and public service activities or related to faculty professional development."

~Passed by Ninety-Third Legislature, Nebraska 1993 (LB 263).

Institutional Statement of Values

The Board, faculty, and staff of the College commit to acting according to the following values, which are essential to maintaining the integrity and vitality of the college community. All citizens of the college community shall be treated with care and respect. The College is an environment where people are treated fairly and given equal opportunities.

Lifelong Learning – At WNCC, student learning is our primary focus. This is accomplished through excellence in teaching for our students and ongoing professional development of our employees. We strive to help all of our stakeholders, both inside and outside the organization, continuously expand learning to improve their success.

Student and Community Service – We consider our students and community stakeholders as our constituents and responding to their diverse need is what we strive to accomplish. Student success and positive contribution to our communities is the at the forefront of every WNCC activity.

Honesty, Integrity, and Transparency – We believe that academic and personal honesty are essential elements in WNCC's learning environment and that employees and students must at all times speak and act truthfully and with integrity. Information is accessible and decision-making is open and participative.

Collaboration and Communication – Recognizing that we do not stand alone and that our actions impact others, we resolve to actively listen, engage in conversation, build consensus, resolve conflict, and disseminate information in a timely fashion. We believe teamwork and participation leads to engaged employees and better decisions.

Innovation and Continuous Improvement – WNCC understands the importance of embracing change in order to stay current and relevant. Exploring Creative strategies and solutions and utilizing new technologies, practices, and procedures is encouraged for our employees as this better prepared our students for their success in pursuing their academic and career pathways.

Respect for All People and Perspectives – WNCC deeply cares about all of its stakeholders and believes that showing kindness, understanding, and a respect for the diversity of others are fundamental elements of our culture. Differences are accepted and appreciated, and everyone plays an important role in the College.

~Adopted by the WNCC Board of Governors 2017

Mission Statement

WNCC assures learning opportunities for all – enriching lives, invigorating communities, creating futures.

~Adopted by the WNCC Board of Governors 2017

Vision Statement

The following was developed to provide future vision and direction for Western Nebraska Community College:

"To positively impact the education and well-being of every students, employer, and community member in the Nebraska Panhandle region."

~Adopted by the WNCC Board of Governors 2017

Accreditation & Institutional Memberships

The Higher Learning Commission (HLC) accredits Western Nebraska Community College. Inquiries regarding WNCC accreditation may be directed to the HLC by letter at 30 North LaSalle Street, Suite 2400, Chicago, IL 60602-2504; or by phone at 312.263.0456.

Individual programs may be certified or accredited by other professional associations in addition to the Higher Learning Commission.

Primary Memberships

WNCC's primary memberships are to the

- American Association of Community Colleges
- League for Innovation in the Community College
- National League for Nursing
- Nebraska Community College Association

A complete listing of institutional memberships may be obtained from the WNCC Business Office.

College Locale

Located in the Panhandle of western Nebraska, WNCC serves 12 and one half counties with three campus locations in Scottsbluff (main), Alliance, and Sidney. All three campuses are located near recreation areas for both summer and winter activities. Winter activities are just a few hours away in the Wyoming and Colorado Rocky Mountains. Summer activities can also be found in these areas as well as in Nebraska's Chadron State Park, Lake Minatare and Lake McConaughy, and historic Fort Robinson, or by traveling to the Black Hills of South Dakota. Hunting and fishing abound all year-round.

College Organization

Western Nebraska Community College is organized into five major areas: Administrative Services, Educational Services, Human Resources, Public Relations and Marketing, and Student Services. While each area boasts its own unique characteristics, the staff, faculty, and administrators work cooperatively across divisions to provide the widest range of programs and services to the students and campus community.

Administrative Services

The Administrative Services component of the college provides comprehensive auxiliary services to enhance students' college experience. While sometimes viewed as behind-the-scenes operations, these activities help to ensure the smooth daily operation of WNCC buildings and grounds. The business office (accounts payable, accounts receivable, and cashier), maintenance and grounds, safety and security, parking, facilities reservations, information center, and hazardous materials management comprise the functions supported by Administrative Services.

Educational Services

Educational Services is divided into five academic divisions: Academic Enrichment, Language, and Fine Arts; Business and Applied Technology; Health Sciences; Math and Science; and Social Sciences and Human Performances. Issues regarding curriculum development, administration, dual credit, class offerings, faculty/program evaluation, and student learning are primary focuses for Educational Services. In addition, this branch includes writing, math, and reading centers; faculty teaching and learning support; library services; testing and tutoring, adult education, high school partnerships, and online and distance learning.

Student Services

Student Services offers a broad array of co-curricular programs and experiences to provide students with opportunities for academic enrichment, personal growth, and development. Student Services includes: admissions, career services, childcare assistance, Cougar Bookstore, counseling, Dean of Students, disability services, financial aid, food services (Bishop Dining Hall and catering), intercollegiate athletics, international student support services, intramurals, judicial/conduct issues, orientation, placement testing, registration and records, residence life, student activities, student diversity programs, student outreach, student organizations, Student Support Services (TRIO), student transfer advising, and Veterans Upward Bound (TRIO)/Military Veterans Affairs.

Intercollegiate Athletics provides students the opportunity to participate in men's baseball, men and women's basketball, men and women's soccer, women's softball, and women's volleyball.

Additional Departments

Additional areas contribute to the multidimensional environment at Western Nebraska Community College. The Human Resources Office maintains the personnel activities and safety issues, and the Public Relations and Marketing Department promotes the college's programs, services, and events to the public.

Advisory Committees Program

Western Nebraska Community College is proud of its business and vocational programs both on and off the campus. These programs are growing in scope and popularity primarily because they are relevant to student and area employer needs.

The success of these programs is due, in large part, to the knowledge and energy given to the programs by the advisory committees. These industry-driven committees work with the staff and faculty to make the programs practical and meaningful. The committees assist the college in determining regional and student needs, defining objectives, developing program content and serving as liaisons for student placement in internships and employment.

The following advisory committees are currently assisting WNCC:

Committee with Contact

- *Applied Agriculture:* Lex Larsen
- *Auto Body*: Corey Batt
- *Automotive Technology*: Aaron Gayman
- *Aviation:* Jon Leever
- *Business & Info Tech*: Aletia Norwood
- *Criminal Justice:* Tiffany Wasserberger
- *Early Childhood Education*: Pasty Yager
- *Emergency Medical Services:* Graham Judd
- *Health Information Technology:* Peg Wolff
- *Health Occupations (All Sites):* Ronda Kinsey & Rebecca Kautz
- *Human Services*: Carrie Howton
- *Perkins Advisory Committee:* Charlie Gregory
- *Powerline Construction & Maintenance Technology:* Ed Salazar
- *Surgical Technology:* Marcene Elwell
- *Technical Studies:* Russ Pontarolo

College Personnel

WCCA College Board Members

Western Nebraska Community College's Board of Governors' is comprised of 11 elected members. The members represent five districts, with one member serving at large. The Board governs the college, sets policy, approves the budget, and sets the local college tax levy.

District One

Merlyn L. Gramberg
Board Member

Kimberly A. Marcy
Board Member

District Two

F. Lynne Klemke
Board Member

R. J. Savely, Jr.
Board Member

District Three

Thomas L. Perlinski
Board Member

Richard G. Stickney
Board Vice Chairperson

District Four

Julienne K. Walworth
Board Chairperson

Karen S. Anderson
Board Member

District Five

William M. Packard
Board Member

Linda A. Guzman-Gonzales
Board Member

At-Large

M. Thomas Perkins
Board Member

Appointed (Ex-Officio)

William D. Knapper, *Board Treasurer*
Rosie Hernandez, *Board Secretary*
Faculty Representative, Scottsbluff Campus
Faculty Representative, Sidney Campus
Student Representative, Alliance Campus
Student Representative, Scottsbluff Campus
Student Representative, Sidney Campus

Administration

Todd Holcomb ..... President
Kim Kuster Dale..... Executive Vice President
Bill Knapper.....Vice President for Administrative Services
Nina Grant ..... Vice President for Student Services
Kathy Ault..... Human Resources Executive Director

Administrative Services

Dave Koehler.....Accounting Services Director

Educational Services

Hallie Feil..... Dean of Instruction
Charlie Gregory .....Dean of Instruction and Workforce Development
Ellen Dillon .....Associate Dean of Instructional Support Services
Paula Abbott..... Sidney Campus Executive Director
Joe Deer ..... Information Technology Director
Robyn Iossi .....Alliance Campus Director
Nino Kalatozi .....Institutional Effectiveness Director
Doug Mader..... Workforce Development Director
Julie Newman .....CollegeNOW Director
Luke Stobel ..... Student Success Director
Lori Stromberg.....Lifelong Learning Director
Mary Kay Versen ....GED & Adult Basic Education Director
Amy Wisniewski ..... Teaching, Learning, and Assessment Director

PR & Marketing

Allison Judy..... Public Relations & Marketing Director

Student Services

Norman Coley, Jr. ..... Dean of Students
Cathy Bornschlegl .....Food Service Director
Molly Bonuchi ..... Residence Life Director
Ryan Burgner ..... Athletics Director
Gretchen Foster..... Admissions Director
Roger Hovey ..... Registrar
Sheila Johns..... Financial Aid Director
Rich Riddick..... Bookstore Operations Director
Norm Stephenson..... Counseling Director/ Disability Services Officer
Megan Wescoat ..... Student Engagement Director
Chris Wolf..... Veterans Upward Bound/ Veterans Affairs Director
Vacant.....Assistant Dean of Students
Vacant.....Career Pathways & Advising Director
Vacant .....TRIO & Multicultural Director

Academic Division Chairs

Laurie Alkire..... Mathematics & Science
Jacklyn Cawiezel...Social Sciences & Human Performance
Charlie Gregory (interim)..... Applied Technology
Ronda Kinsey .....Health Sciences
Aletia Norwood..... Business
Jennifer Pedersen..... Academic Enrichment, Language, & Fine Arts

Faculty (by division)

Academic Enrichment, Language, and Fine Arts

Deb Carpenter-Nolting.....English
Brian Croft.....English
Susan Dickinson..... Foundations, ESL, & English
Robin Hayhurst .....Foundations & Professional Education
Kenny Hopkinson..... Speech & Forensics
Nat Johnson .....Music (Instrumental Music Director)
Yelena Khanevsaya ..... Art

Patrick Newell ..... Music (Vocal Music Director)
Jennifer Pedersen ..... English
William Sheffield ..... Speech& Forensics
Robert Thompson ..... Theatre
Robynn Whittier ..... English
Stacy Wilson ..... Foreign Languages
Amy Wisniewski ..... Foundations & English

Business and Applied Technology

Corey Batt ..... Auto Body Technology
Andrew Gayman ..... Automotive Technology
Jeanette Johnson ..... Business/Office Technology
Dan Joppa ..... Technical Studies
Jane Kelley ..... Accounting
Lex Larsen ..... Applied Agriculture
John Leever ..... Aviation
William Loring ..... Information Technology
Michael Mitchell ..... Aviation
Aletia Norwood ..... Accounting & Business
Russell Pontarolo ..... Technical Studies
Frank Riley ..... Automotive Technology
Ed Salazar ..... Powerline Technology
Bill Spurgeon ..... Information Technology
Scott Winters ..... Business

Health Sciences

Gina Ackerman Courtade ..... Nursing
Jessica Brumbaugh ..... Nursing
Lora Dahlgren ..... Nursing
Nicole Danielzuk ..... HIMS (Program Co-Director)
Kelly Dean ..... Nursing
Marcene Elwell ..... Surgical Technology (Program Director)
Karalea Fisher ..... HIMS
Mwafaq Haji ..... Medical Laboratory Technician Program Director
Amber Jacoby ..... Nursing
Graham Judd ..... EMS (Program Director)
Janice Judy ..... Nursing
Becky Kautz ..... Nursing (Program Director)
Ronda Kinsey ..... Nursing
Erica Muhr ..... Nursing
Paula Weimer ..... BNA
Peggy Wolff ..... HIMS (Program Co-Director)
Sherri Yorges ..... Nursing (BNA/Medaid Program Director)
Pamela Zitterkopf ..... Nursing

Math and Science

Laurie Alkire ..... Mathematics
Erandi Gunapala (spring 2019) ..... Mathematics
William Hanson ..... Biology
Lorin King ..... Sciences
Andrew Lenzen ..... Mathematics
Dave Nash ..... Biology
Dave Nelson ..... Chemistry
Tracy O'Neal ..... Biology
Nancy Resseguie ..... Mathematics
Tom Robinson ..... Mathematics
Scott Schaub ..... Mathematics & Engineering
Gus Seminario ..... Mathematics & Engineering
Andrew Shiers ..... Mathematics
Harishchandra Subedi ..... Chemistry
Amy Winters ..... Mathematics

Social Science and Human Performance

Royce Ammon ..... Social Sciences
Jacklyn Cawiezel ..... Psychology
Colin Croft ..... Social Sciences & Humanities
Carrie Howton ..... Human Services & Psychology
Doug Jones ..... Athletic Training
Mike Jones ..... Physical Education
Ananta Khatri ..... Psychology
Carolyn F. Pevey ..... Sociology
Tiffany Wasserburger ..... Criminal Justice
Patsy Yager ..... Early Childhood Education

Academic & Student Support Services

Bookstore

The Cougar Bookstore is operated by WNCC on the Scottsbluff campus.

New and used books are sold at the beginning of each semester and can be delivered to the Alliance and Scottsbluff campuses.

Books may also be purchased online at **bookstore.wncc.edu**. If the text is to be used again, books are purchased at the end of each semester for resale. General merchandise is also sold in the bookstore and online at **bookstore.wncc.edu**, such as art supplies, school supplies, novelties, greeting cards, and college clothing.

Counseling and Advising Services

Wellness is a way of life, a positive state of mind. It is a lifestyle that maximizes human potential. Wellness involves striving for growth—socially, physically, emotionally, intellectually, spiritually, and in a career. The WNCC Counseling Services Office strives to help students achieve their highest potential. The counselor provides short-term counseling services to all students upon request and at no additional charge. The counselors and advisors in the Student Life and Engagement Center are available to discuss personal, academic, and career questions or problems. All counselors and advisors are committed to providing students with the opportunity for a successful educational experience at WNCC.

Personal Counseling

The Counseling Services Officer serves as a comprehensive resource for the personal growth and life skills development of students. Personal counseling is available to students on all three campuses, by appointment, to discuss concerns about school, relationships, parents, gender issues, substance use and abuse, divorce, or other personal issues. An experienced professional counselor offers assistance in a variety of personal development areas, such as stress management, acquaintance rape education, wellness education, and improved self-image.

Disability Services

Western Nebraska Community College is committed to providing support for all students so that they may achieve their academic potential. Services are provided to give students with disabilities an equal opportunity for success. Students with disabilities may enroll in regular courses and participate fully in the services and activities of the college.

Students requiring or requesting assistance must contact the WNCC Counseling Director at 308.635.6090. Documentation verifying a student's disability is required in order to make reasonable accommodations in the classroom and residence halls. Such documentation must be provided by a qualified health professional and must indicate the applicable diagnosis, must describe the impact of the disability on academic performance, and must support the need for the requested accommodations.

Copies of the policies and procedures for Disability Services are available from the Counseling Director; the Student Services Offices in Alliance, Scottsbluff, and Sidney; and by accessing the WNCC website.

eHelp Center

libguides.wncc.edu/ehelp

The eHelp Center assists students, staff, and faculty with access and basic technical problems using the WNCC portal, WNCC e-mail, and Blackboard. The eHelp Center is located in the Library on the Scottsbluff campus, but assistance is available by phone, chat, text, or through an ever-expanding online knowledge base on the eHelp center website. The eHelp Center's services are available to all WNCC students, staff, and faculty.

Please contact eHelp by phone at 308.635.6071, by email at **ehelp@wncc.edu**, or by text at 308.225.5015.

Housing & Dining Services

On the Scottsbluff campus, WNCC operates two on-campus residence facilities: Pioneer Hall, which offers accommodations for 160 single students and Conestoga Hall, which offers housing for 148 single students. In addition to traditional living amenities, both facilities offer students a great place to study, network, make friendships, get involved, learn a new culture, and participate in student activities.

All students living in Pioneer Hall and Conestoga Hall are required to participate in a 19- or 14-meal plan program. Meal plans include two components to ensure flexible and fulfilling options: all-you-care-to-eat meals and Cougar Dollars. Cougar Dollars may be used to purchase a meal for visiting family or friends in the Bishop Dining Hall. Additional funds may be added to Cougar Dollars at any time. Meal options are also available for students living off-campus.

While the Alliance campus does not offer on-campus housing, the Chamber of Commerce has information regarding available rooms and apartments. On the Sidney campus, WNCC operate two housing units that

accommodate 24 students. Neither regional campus provides dining services.

For more information about housing at WNCC and to find an application, please go to **wncc.edu/student-life/residence-life**. Information about dining services can be found at **wncc.edu/student-life/dining-services**

On all campuses, WNCC is not responsible for off-campus housing.

Immunization Policy

With the continued growth of WNCC, there is an increasing population of domestic and international students residing in campus housing. The college believes it is in the best interest of students, faculty, and staff to adopt a proactive stance concerning student immunizations.

The following recommendations are based on CDC (**cdc.gov**) and the American College Health Association (**acha.org**) guidelines:

WNCC **REQUIRES** proof of childhood immunizations for students applying to reside in on-campus housing, including:

- Polio series
- DPT series plus appropriate boosters
- Two MMRs or proof of titer
- Hepatitis B titer demonstrating proof of immunity
- Meningococcal tetravalent injection

For all international students, a TB test is also required.

Students may also want to consider the following optional vaccinations:

- Varicella (Chicken pox)
- Flu and Pneumonia
- Human Papillomavirus (HPV)

Student Health Statement

Each residence life student is requested to submit a self-reported medical history at the time of initial enrollment. It is further requested that the student update his or her medical history each semester if there is a change in any health-related condition.

Identification Card

The Student Services Offices in Scottsbluff, Alliance, and Sidney issue WNCC ID cards at the beginning of each semester. Identification cards are needed for admittance to college activities such as athletic events, dances, etc. Charges for activities are set individually but often the ID card provides no-charge or reduced rate admission. IDs in Sidney also allow access to the Cheyenne County Community Center.

Library

libguides.wncc.edu/library

The WNCC Library is located in the Harms Building on the main campus in Scottsbluff with a branch location on the Sidney campus. There are also selected library resources available on the Alliance campus.

Librarians in the WNCC Library on the Scottsbluff campus are available to assist students with research needs and using the library's resources. Support is also available by email, chat, SMS text messaging, and phone.

The WNCC Library offers a large selection of electronic and print resources that support the curriculum, student learning, and our online learners. Off-campus access is available to current students, faculty, and staff. The librarie on both the Scottsbluff and Sidney campuses are also open to the public. A free charging station for charging cell phones, tablets and other electronic devices is available for use at the Scottsbluff campus library.

Library materials can be searched and accessed through the library web page at **libguides.wncc.edu/library**. The library also offers magazines, newspapers, audio books and DVD's, as well as laptop and tablet computers, that are available for student, faculty, and staff check out. Interlibrary loan is available to students, faculty, and staff for items not found in the library collection. Laptop computers are available for checkout in the Library on the Scottsbluff campus. The libraries in Scottsbluff and Sidney have computer labs that offer a range of software as well as printing. Quiet study is encouraged throughout the library.

Education Success Center

The Education Success Center (ESC) is located within the Sidney campus library. The ESC provides academic support services outside of the classroom setting.

Tutoring Assistance

Free tutoring services are available to all WNCC students. Professional and student tutors provide assistance on an appointment basis. Study groups are also highly recommended. Services are open to all students, regardless of their educational abilities and experiences.

For more information, please email the library at **library@wncc.edu**, call 308.635.6068, or text 308.225.5015.

Military and Veterans Affairs Office

The Military and Veterans Affairs Office at WNCC is the certification site for Veterans Administration educational benefits including:

- Montgomery G.I. Bill (Chapter 30)
- Vocational Rehabilitation (Chapter 31)
- Post 9/11 G.I. Bill (Chapter 33)
- Dependents Benefits (Chapter 35)
- Veterans Opportunity to Work (VOW)
- Hire Heroes Act of 2011 (VRAP)
- National Guard and Reservists (1606 and 1607)
- MyCAA Program (active duty military spouses)

The office also supports the Student Veterans Organization and works in conjunction with TRIO Veterans Upward Bound Program.

All military connected students and family members are encouraged to visit the office. Please go to **wncc.edu/militaryveterans** or call 308.635.6042 for more information.

New Student Orientation

New Student Orientation is held prior to the beginning of spring and fall classes for all new transfer and incoming students. The orientation is an exciting experience that gets students ready for both in class and out of classroom experiences. New students meet current students, staff, and faculty and begin long-lasting friendships. New Student Orientation helps students navigate the campus and introduces them to the resources they need to make informed decisions about majors, financial aid, books, student support services, housing, graduation, and student organizations. For more information, please go to **wncc.edu/student-life/orientation**.

Student Accounts

The Business Office offers payment plan options—like Nelnet®—to help students to pay for their educational costs. Please see **wncc.edu/cost-aid/make-payment** for more information. It is expected that students who do take advantage of a payment plan will follow up on all payment arrangements and ensure that the funds are applied to the costs of education.

Students may access their student account information 24 hours a day, seven days a week by logging into the **myWNCC** portal under self-service. Payments can be made online by credit card.

Non-Payment

When a student has a past due account, he or she may be in jeopardy of being withdrawn from current classes and/or a hold may be placed on his or her account to prevent future enrollment, living in college housing, obtaining a transcript, or graduating. A student will be notified by the Office of the Registrar via his or her WNCC email if any actions are taken regarding registration or if any holds are placed due to non-payment. A student must confirm the status of his or her registration and keep attending class unless notified otherwise.

Questions regarding the status of registration and to verify if an administrative withdrawal for non-payment has occurred should be directed to the Office of the Registrar at 308.635.6012.

When a student is withdrawn for nonpayment, the account is still due in full and may be sent to collection. A student is responsible for all fees associated with collection and is not relinquished from financial responsibilities.

If there are issues with paying tuition, fees, or charges, students should first contact the WNCC Business Office at 308.635.6020. Other offices of potential support are the Financial Aid Office at 308.635.6011 and the Office of the Dean of Students at 308.635.6050.

Student Activities and Organizations

Many of the most beneficial experiences and lasting impressions in college are those acquired in co-curricular activities. Student activities programs at WNCC are varied to appeal to the interests and meet the needs of every student. Some student organizations are primarily social, while others are academic, professional, recreational, or service oriented. Opportunities exist to develop students' leadership skills, and programs such as intramural sports give students the opportunity to enjoy familiar sports with new friends. There are opportunities to meet any student need!

Any student activity must have the approval of the campus administration and be sponsored by a member of the faculty or staff. Faculty, staff, and students are invited to attend and participate in these programs.

Student organizations at WNCC may vary from year-to-year in accordance with changes in student interests and needs. Detailed descriptions of student organizations can be found in the *Student Handbook* or at **wncc.edu/student-life/get-involved/clubs-organizations.**

Student Health and Insurance

WNCC does not provide medical, hospital, or surgical services. The college, likewise, assumes no responsibility for students who are injured when taking part in intramural sports, physical activity courses, class activities, or student activities.

It is the responsibility of students to provide their own health and accident insurance, as well as insurance on personal items in student housing if so desired. The college does not carry such insurance. Although the

college does not endorse any particular company, the college attempts to offer the option of student health insurance each semester. Application forms and a statement of coverage and costs are available in the Student Services Office.

Support for Transferring Students

Transfer of Credits to Other Colleges

WNCC makes every effort to assist students wishing to transfer to other colleges and universities. The generally accepted requirements for transfer to another institution include a minimum of "C" grades in coursework and a program taken at WNCC that corresponds with the program at the institution to which the student is transferring. The student works with a faculty advisor and transfer advisor to plan a course of study that enables the student to meet the requirements of the four-year institution. Most four-year institutions recommend that the student complete general educational requirements and lower division courses at the community college level.

Transfer Advising

A transfer advisor is available to assist students who are planning to transfer to a four-year or other institution. Transfer advisor can provide information regarding transfer procedures and deadlines, contact people at the receiving institution, applications, catalogs, and other general information. Transfer advisor can assist the student in selecting an institution and coursework necessary to transfer to that institution. It is strongly recommended that students meet with transfer advisor as early as their first semester of enrollment at WNCC. Again, students who transfer before graduating will be encouraged to complete their degree by utilizing the Reverse Transfer program. Students can also use resources such as **transferology.com** or **transfer.nebraska.edu** to search for course equivalencies to transfer institutions.

Testing and IT Certifications

WNCC offers a wide range of computer-based pre-professional and professional tests. Examples of computer-based tests include the Nebraska Real Estate exam, Microsoft, Office Specialist and Expert certifications, GRE, PRAXIS, CPA, EMT, and many other information technology, financial, medical, and technical trade certifications.

For further information about these tests, contact the Academic Testing & Tutoring (AT&T) Coordinator at 308.635.6070.

In addition, a professional testing center is located at the John N. Harms Center for information technology certifications. This makes it possible for information technology students to take industry certification exams at the completion of specific courses. Certifications are internationally recognized and reflect a student's ability to troubleshoot and maintain the latest technologies.

For further information on any computer-based testing opportunities, contact the John N. Harms Center at 308.635.6700.

Transcript Requests

Students are able to access an unofficial academic history of their courses and grades at any time through their online portal. To request official transcripts, go to **wncc.edu/academics/registrar/request-transcript** and follow the instructions. In most cases, the transcripts are sent electronically and a fee applies. No transcript is released until all financial obligations to the college have been satisfied. Transcripts are processed within one or two business days for students who submit the requested information.

TRIO Programs

TRIO programs are federally funded under Title IV of the Higher Education Act of 1965. Student financial aid programs help students overcome financial barriers to higher education, but TRIO Programs are educational opportunity programs that help students overcome class, social, and cultural barriers to postsecondary education. The programs are designed to assist qualified college students, high school students, and military veterans.

TRIO Student Support Services/Y.E.S. – Your Educational Success helps qualified college students persist toward completion of a certificate, diploma or associates degree, and encourages transfer and four-year college graduation.

For more information about the TRIO SSS-Y.E.S. program, visit **wncc.edu/student-life/student-success/trio-programs/yes**.

TRIO Veterans Upward Bound program provides academic, career, and financial assistance to qualified veterans at no cost.

For more information visit **wncc.edu/student-life/student-success/trio-programs/veterans-upward-bound**.

Student Rights & Responsibilities

Academic Integrity Policy

Academic integrity forms a fundamental bond of trust between colleagues, peers, teachers, and students, and it underlies all genuine learning. At WNCC, there is no tolerance for plagiarism or academic dishonesty in **any** form, including unacknowledged "borrowing" of proprietary material, copying answers or papers, using crib sheets, unauthorized help during exams, altering tests, or passing off someone else's work as one's own.

A breach of ethics or act of dishonesty can result in:

- failure of a paper or an exam within a course (instructor level)
- failure of an entire course (institutional-level)
- suspension or expulsion from the college (institutional-level)

Any form of academic dishonesty represents a grave breach of personal integrity and of the rules governing WNCC's community of learners. **Academic dishonesty includes, but is not limited to**:

- cheating in any form
- plagiarizing in any form
- aiding someone else in cheating or plagiarizing

Drug and Alcohol Policy

WNCC policy prohibits the unlawful possession, use, or distribution or illicit drugs and/or alcohol by student and employees on college property or as a part of any college activities. Any student or employee of the college who violates this policy is subject to disciplinary action. State and federal laws and any applicable city ordinances pertaining to the possession and use of alcoholic beverages and illicit drugs shall also be enforced.

In addition, WNCC publishes information pursuant to the Drug-Free School and Community Act (DFSCA) outlining the college's efforts under the act. The DFSCA material address standards of conduct; legal prohibitions and sanctions; health risks of drug and alcohol use; disciplinary actions; and drug and alcohol services.

These materials are accessible on the WNCC website at: **wncc.edu/about-wncc/campuses/campus-safety**

Family Educational Rights & Privacy Act (FERPA)

It is the policy of WNCC to comply with the Family Educational Rights and Privacy Act (FERPA) of 1974 as amended by the Higher Education Amendments of 1998 (34 CFR Part 99). A copy of this law is on file in the Student Services Office. The law provides three fundamental rights to students who attend post-secondary institutions:

- Right to inspect and review education records
- Right to request amendment of education records
- Right to limit disclosure of "personally identifiable information" contained in education records

Additionally, students have the right to file a complaint with the U.S. Department of Education:

Family Policy and Compliance Office
U.S. Department of Education
4000 Maryland Avenue, SW
Washington, DC 20202-4605

In compliance with FERPA, the following items are considered directory information:

1. Student's name
2. Address
3. Telephone listing
4. Email address
5. Date and place of birth
6. Major field of study
7. Enrollment status (e.g., undergraduate or graduate; full-time or part-time)
8. Grade level
9. Dates of attendance
10. Degrees, honors, and awards
11. Most recent previous educational agency attended or institution attended
12. Participation in officially recognized activities and sports
13. Weight and height of members of athletic teams

In the event a student does not want the directory information released, he/she must submit, in writing, the specific information to be withheld to the Student Services Office. This must be done each semester that the exclusion is to apply.

The FERPA revisions of 1998 permit schools to notify parents of students who are under the age of 21 if such student is found responsible for violating institutional policies regarding alcohol and other drugs.

Authorization for Release of Information

Students who wish to provide confidential information (such as grades, academic progress reports, financial aid information, etc.) to specified individuals may make this authorization online through their WNCC portal. Alternatively, students may complete a form in the Student

Services Office on any of the three campuses to make this authorization.

Students should see the WNCC *Student Handbook* for further information.

Equal Access Policy

Western Nebraska Community College seeks to make all programs and services, including electronic and information technology, accessible to people with disabilities. In this spirit, and in accordance with the provisions of Sections 504 and 508 of the Rehabilitation Act and the Americans with Disabilities Act (ADA), WNCC provides students, faculty, staff, and visitors with reasonable accommodations to ensure equal access to the programs and activities of the college. For assistance or further information, students with disabilities should contact the Counseling Director at (308) 635-6090. Helpful information is also available in the *Transition Guide for Students with Disabilities* on the WNCC Web site under Disability Services.

Responding to Complaints of Discrimination, Harassment, Sexual Misconduct, Dating Violence, Domestic Violence, and Stalking

Illegal discrimination, harassment, sexual misconduct and retaliation are prohibited. All Western Nebraska Community College employees not bound by professional conflicts of privacy and confidentiality who become aware of or witness sexual misconduct, including sexual harassment, dating violence, domestic violence, and stalking are required to promptly report to the Title IX Coordinator or a Title IX Deputy Coordinator. Any student who is aware of or who witnesses sexual misconduct, including sexual harassment, dating violence, domestic violence, and stalking is encouraged to promptly report to the Title IX Coordinator or a Title IX Deputy Coordinator.

When you feel you are a victim of discrimination, harassment, misconduct or violence, it is important to remember that there are supportive people at WNCC who are resources for discussing and helping to clarify what constitutes discrimination, harassment or misconduct and the action steps you can take. The college has established both formal and informal procedures to report complaints.

To file a complaint or get help, seek assistance through the chief human resources officer (Western Nebraska Community College's Institutional Civil Rights Officer and Title IX Coordinator: Kathy Ault, Human Resources Executive Director, WNCC, 1601 East 27th Street, Scottsbluff, NE 69361, 308-635-6105, aultk@wncc.edu). You may also refer to the following WNCC policies and procedures found in the *Board of Governors Policy Manual*:

Policies:

- College Complaints (115.0200.79)
- Anti-Harassment-Client/Guest (115.0250.01)
- Discrimination, Harassment and Retaliation Prohibited (201.0100.12)
- Non Discrimination Statement (405.0100.79)
- Sexual Misconduct: Dating Violence, Domestic Violence, Sexual Assault, and Stalking (500.3801.14)
- Anti-Harassment-Student (500.4500.01)

Procedures:

- Discrimination, Harassment, or Retaliation Complaint Operating Procedure (Appendix: A-1-12)
- Gender Grievance Procedures (Appendix: E-1-97)
- Procedures for Sexual Misconduct Complaints (Appendix A-1.2-14)

Copies of these policies may be found on Western Nebraska Community College's website (**WNCC.edu**) or obtained from the offices of Human Resources or Student Life and Engagement.

Do not wait to report conduct of concern until harassment becomes sufficiently serious (i.e., severe, pervasive, or persistent) to create a hostile environment. Off-campus harassment, misconduct, or violence that creates a hostile environment on campus should be brought to the attention of the college. Students are not required to discuss the complaint informally with the alleged perpetrator. Complaints will be investigated whether it is received in writing or verbally. Information shared in the complaint process will be kept confidential to the greatest degree possible. All complaints will be investigated and addressed in a timely manner.

No retaliation

No one at Western Nebraska Community College may reprimand, discriminate or otherwise retaliate against an individual who initiates an inquiry or complaint in good faith, nor against other individuals who share information related to the complaint.

Student Complaint Process

WNCC strives at all times to provide the highest quality of service and the best student experience possible. Students are encouraged to report any complaints or observed violations of state, federal, and local laws with appropriate staff members. If a student is unsure of how to direct an issue, he or she should contact the Office of the Dean of Students:

Phone: 308.635.6050

Email: **www.wncc.edu/student-life/student-services/dean-students**

Filing a Complaint with the State of Nebraska

If a student wishes to file a complaint with the State of Nebraska regarding a potential institutional violation of state law, he or she is encouraged to contact the Nebraska Coordinating Commission for Postsecondary Education:

Phone: 402.471.2847

Email: **www.ccpe.nebraska.gov/student-complaint-form**

Filing a Complaint with the Higher Learning Commission

If a student wishes to file a complaint with the Higher Learning Commission, he or she is encouraged to contact the office:

Phone: 1.800.621.7440

Email: **www.hlcommision.org/Student-Resources/complaints.html**

Student Conduct

WNCC expects students to conduct themselves as responsible law-abiding citizens. After determination of misconduct, a student may be disciplined in accordance with the sanctions of the "Judicial Codes and Appeals" available in the Student Services Office and online at **wncc.edu**.

Student Right to Know & Campus Security Act

In compliance with federal regulations, WNCC annually compiles reports that indicate the college's graduation rates and the institution's current security program and crime statistics.

This information can be found at **wncc.edu/about-wncc/consumer-information.**

Title IX Statement

WNCC students have the right to an educational environment free from all forms of prohibited discrimination and sexual harassment (sexual assault; domestic and dating violence; and gender, orientation or sex-based bullying, stalking, or harassment). If you experience any form of gender, orientation, or sex-based assault, discrimination, or harassment) know that WNCC has help and support available.

Please be aware that all college employees who become aware of these forms of discrimination and harassment are required to promptly report to the Title IX Coordinator or a Title IX Deputy Coordinator. This means that if a WNCC employee is informed about a situation involving these issues, they must share the information with the college's Title IX Coordinator. The only exception is the college's counselor whose role provides a legal privilege of confidentiality.

If you wish to speak to someone confidentially, you can meet with the Counseling Director at the WNCC Counseling Center on the Scottsbluff campus located in the main building in the Student Life and Engagement Center area, or by calling 308.635.6090. Appointments are available on all WNCC campuses.

Admission, Cost of Attendance, Financial Aid, and Enrollment

Admission

Western Nebraska Community College has an open admissions policy. Anyone who can benefit from instruction has the right to pursue an education at WNCC.

Requirements for Admission

A degree-seeking student must submit an application for admission. An application can be completed online at **wncc.edu**.

It is highly recommended that the student provide an official transcript from an approved or accredited high school or home school, or present an authorized transcript reflecting passing scores on the General Education Development test (GED). In the absence of a high school transcript, the student must submit eCOMPASS or ACCUPLACER®, ACT, or SAT scores completed within the past three years. Students can arrange to take the ACCUPLACER® on campus by contacting 308.635.6050 to schedule testing. For more details on ACCUPLACER® see page 48.

Students meeting the above admission requirements are admitted regardless of age, sex, ethnic origin, national origin, or disability.

Please note: There may be additional requirements beyond those stated above for students to be eligible for certain financial aid benefits. In addition, the student must have passed the GED or have graduated from an accredited high school in order to be eligible for financial aid.

Students with Prior Degrees

Students who can document with an official transcript that they have received an Associate of Arts, Associate of Science, or bachelor's degree from an accredited higher education institution are exempt from the ACCUPLACER® placement requirements. However, students may still need to complete prerequisite courses to satisfy program requirements as deemed necessary by their academic advisor and the Registrar.

Admissions Procedures

1. Complete an admissions application online at **wncc.edu.**
2. Request that official transcripts be sent from your high school.
3. Submit official transcripts for colleges previously attended to the Student Services Office in Scottsbluff.
4. Submit a report of ACT, SAT, or eCOMPASS or ACCUPLACER® scores if available.
5. Complete the ACCUPLACER® basic skills assessment unless exempt. Students can arrange to take the ACCUPLACER® on campus by contacting 308.635.6050. For more details on the ACCUPLACER®, see page 48.
6. Some programs have special admission requirements. See the catalog page of the program in which you are interested for further information.
7. No fee is required for application or admission. A letter of acceptance is sent from the Admissions Office after your application is processed.
8. Nebraska Residency Attainment. Out-of-state students may obtain Nebraska residency if they meet any of the following criteria:
   a) Are married to a Nebraska resident.
   b) Have graduated from a Nebraska high school and have re-established a residence in the State of Nebraska.
   c) Have lived for six consecutive months in Nebraska and can show proof of fact (see below).
   d) In addition to meeting any of the above requirements, documentation of three of the following six items must be supplied:
      i) Employed in Nebraska;
      ii) Payment of State of Nebraska income taxes;
      iii) Voter registration;
      iv) Nebraska driver's license;
      v) Registration of vehicle as a resident of Nebraska; or
      vi) A checking or savings account with a Nebraska financial institution.

All applications must be filed with the Student Services Office before the second week of the semester in which the student wishes to claim residency. Further information is available in the Student Services Office.

International Students

International students (non-U.S. citizens) have additional admission requirements. Immigration laws require international students to attend college on a full-time basis. To be admitted to Western Nebraska Community College, international students must complete all general admissions requirements and all special admission requirements listed below.

The issuance of the Certificate of Eligibility, Form I-20, is made only upon completion of all admission requirements. It is the responsibility of the applicant to make all necessary arrangements through official channels for entrance into the United States.

Applicants residing in a foreign country should make application six months prior to the anticipated enrollment date. Students in the United States should allow four months to complete the admission process. To meet all special admission requirements, international students should send the following to ATTN: International Admissions, Western Nebraska Community College, 2620 College Park, Scottsbluff, NE 69361:

- A completed International Admissions Application
- Copies of high school or secondary school transcripts, diploma, exit exam results, or other documents that show successful completion
- Proof of English proficiency
- Proof of financial support to cover all costs for one academic year
- A copy of the applicant's official passport or other government issued photo ID
- All documents must be in English or include an English translation.

In Addition:

- If admitted, students must comply with all local, state, and federal laws of the United States of America, as well as college policies.
- Only international students with a student visa are admitted.
- International students present in the United States on temporary visas are considered non-residents for purposes of tuition payment. Length of stay, payment of taxes, ownership of property, etc., do not imply legal residency.
- International students for whom an I-20 form was submitted must maintain satisfactory academic progress as a fulltime student each term.

Non-Degree Seeking Students

Students are considered non-degree seeking if they are:

- Intending to enroll in coursework to transfer to another college or taking courses for personal enrichment;
- Taking CollegeNOW! or Career Academy courses to earn college credit while enrolled in high school;
- Taking Allied Health courses to earn a credential in Basic Nursing Assistant, Medication Aide, or Phlebotomy;
- Enrolled at the Pine Ridge Job Corp; or
- Senior Citizens with a Gold Card. Please see the Admissions Office for additional registration information.

Students must complete the Non-Degree Seeking Student Registration form, which can be found at **wncc.edu/admissions/apply/non-degree-seeking**. Students will need to print the form, complete it and submit it to the Student Services Office at the Alliance, Scottsbluff, or Sidney campuses. No fee is required for completing the Non-Degree Seeking Student Registration Form. Prerequisite basic skills assessment scores must be met prior to course entry.

It is highly recommended that the student provide an official transcript from an approved or accredited high school or home school, or present an authorized transcript reflecting passing scores on the General Education Development test (GED). In the absence of a high school transcript, the student must submit *e*COMPASS or ACCUPLACER®, ACT, or SAT scores completed within the past three years. Students can arrange to take the ACCUPLACER® on campus by contacting 308.635.6050 to schedule testing. For more details on ACCUPLACER®, see page 48.

Students meeting the above admission requirements are admitted regardless of age, sex, ethnic origin, national origin, or disability.

Non-degree seeking students interested in pursuing a degree-seeking program of study must complete the admissions process for degree seeking students.

High School Students

CollegeNOW!

Students taking college courses either at the high school they are attending or on one of the three WNCC campuses must be junior- or senior-level students. The Vice President of Student Services must approve any exceptions. Students must complete the Non-Degree Seeking Student registration form, which can be found at **wncc.edu/admissions/apply/non-degree-seeking**. Students need to print the form, complete it, and submit it to the Student Services Office at the Alliance, Scottsbluff, or Sidney campuses.

Registration forms need a parent/guardian and high school counselor/principal's signature and registrations are not entered until these signatures are obtained. Required ACCUPLACER® and/or ACT scores must be submitted to the college prior to registration.

High school students taking on-site college classes are asked to sign an "Authorization Grade Disclosure" for parents or others who may need/want access to their grades.

Homeschooled

Students who were homeschooled are requested to present a transcript from parents/guardians or a recognized homeschooling organization showing courses completed and grades. Homeschooled students need to be at the junior- or senior-level to take college courses. The Vice President of Student Services must approve any exceptions to these guidelines. Prerequisite basic skills assessment scores must be met prior to course entry. Students must complete the Non-Degree Seeking Student registration form, which can be found at **wncc.edu/admissions/apply/non-degree-seeking**. Students need to print the form, complete it, and submit it to the Student Services Office at the Alliance, Scottsbluff, or Sidney campuses.

Students currently homeschooled need the signature of a parent/guardian on the registration form when taking college courses. Homeschooled students taking on-site college classes are asked to sign an "Authorization of Grade Disclosure" for parents/guardians or others who may need/want access to their grades.

Cost of Attendance

The following tuition and fees are estimated costs at the time of publication. Please visit **wncc.edu** for current cost of attendance figures. WNCC reserves the right to change the schedule of tuition, fees, and refunds without notice. Tuition and fees are payable before the first day of class unless other arrangements are made with the Financial Aid Office or Business Office. All financial obligations must be settled before the student is allowed to register for additional semesters. Students who take classes for audit are also charged tuition and fees.

Tuition & Fees (2018-2019)

These costs are subject to change. For current information, visit wncc.edu.

Nebraska Resident

Tuition per credit $100.00

Border State Resident

(Colorado, Wyoming, South Dakota)

Tuition per credit $101.00

Non-Resident

Tuition per credit $104.50

High School Partnership $50.00

Adult and Continuing Education

Tuition per noncredit course ..... Varies

Fees

(Activity, facility use, instructional technology, and scholarship)

Resident (per credit hour) $17.50

Border State Resident (per credit hour) $17.50

Non-Resident (per credit hour) $17.50

High School Partnership $8.75

International Student Registration (per semester) ...$150.00

Experiential Learning (per cr. hr.) $25.00

Applied Music $50.00

Photography (per credit hour) $15.00

Transcript (official e-copy) $5.55

ACCUPLACER® retest $15.00

BNA or Medication Aide retest fee $50.00

GED Testing $120.00

Aviation Note: Students should plan for approximately $1,170 for FAA testing fees during the third and fourth semesters.

Course Fees: Some courses assess an additional fee for consumable expenses directly related to participation in a course. The following areas currently include courses where special fees are assessed: Accounting, Agriculture, Associate Degree of Nursing, Auto Body, Automotive Technology, Aviation, Biology Chemistry, Health Information Management, Licensed Practical Nursing, Medical Technician, Music, Surgical Technology, Powerline, and Welding. This list is subject to change.

If a course has a fee associated with it, students will see the fee listed in the semester course schedule. Students can also consult with their academic advisor.

Estimated Expenses for 2018-2019

The following is an estimated budget for two semesters of study for full time, resident, unmarried students. Some areas may vary depending upon such items as (1) educational program, (2) personal spending habits and, (3) place of residence. Please visit our website at **wncc.edu/cost-aid** for the current year's budget.

Tuition and Fees (24 credits) $2,820.00

Books $1,500.00

Personal Expenses $1,797.00

Transportation $1,650.00

Room and Board $6,766.00

Total.....$14,488.00

Tuition Refund Policy

Tuition refunds are based on the percent of course time that has elapsed. After the No Penalty Drop/Add Period ends, course fees are not subject to refund.

Time Elapsed	Percent Refunded
6.25%	100%
12.50%	50%
25%	25%
More than 25%	None

Notes

- To be eligible for a refund, students must complete and submit a signed copy of the WNCC Drop/Add Form.
- **Military Note:** Military individuals called to active duty are to submit their orders to the Registrar and the Military/Veterans Affairs Office.

Financial Aid

wncc.edu/cost-aid

An important consideration for most students is financing their college education. This section provides information about the types of aid available, procedures for applying for financial aid, and the criteria used in selection of financial aid recipients. The student and his/her family have the primary responsibility for financing a college education. However, WNCC participates in a wide variety of federal, state, private, and institutional programs designed to assist families with college-related expenses when their own resources are insufficient. These programs include grants and scholarships, work programs, and low-interest loans. Financial aid packages are structured to meet the particular needs of each recipient and may vary according to financial resources available and the student's enrollment level. New applications are required for each academic year of enrollment for most types of aid.

Types of Financial Aid

Scholarships do not have to be repaid. Criteria may include academic performance, special talents, activity participation, financial need, community service, and other factors. Funds are provided by WNCC, the WNCC Foundation, the Western Nebraska Education Endowment Association, civic and community organizations, and other sources supporting higher education.

Grants generally do not have to be repaid. Awards are need-based with funds provided by federal and state governments and WNCC.

Programs include:

- Federal Pell Grant
- Federal Supplemental Educational Opportunity Grant (FSEOG)
- Nebraska Opportunity Grant (NOG)
- VA educational benefits for qualified individuals

Employment includes part-time jobs that pay at least minimum wage and provide flexible credits. Some jobs involve community service activities. The federal government and WNCC provide funds for the need-based Federal Work Study Program. WNCC also funds other part-time student employment that is not need-based and is not offered as part of the financial aid package. Half-time enrollment, which is defined as at least six credit credits, is required for both.

Federal Direct Loans must be repaid with accrued interest. Half-time enrollment, which is defined as at least six credit credits, is required. Payments to the principal may be deferred while enrolled half time or more and there are several repayment plans from which to choose. Congress determines the interest rates for the various loan programs annually. See the Financial Aid Office for current interest rates. Funds are provided by and backed by the federal government.

- Federal Direct Subsidized Loan (need-based)
- Federal Direct Unsubsidized Loan (not need-based)
- Federal Direct Parent Loan for Undergraduate Students (PLUS), for parents of dependent students (not need-based)

Federal Direct Loan information is submitted to the National Student Loan Data System (NSLDS) and is accessible by guaranty agencies, lenders, and institutions determined to be authorized users of the data system. Students may access their student loan/grant amounts, outstanding balances, loan statuses, and disbursements through the National Student Loan Data System Student Access at **nslds.ed.gov**.

Applying for Federal Financial Aid

Federal Aid Eligibility Criteria

To receive aid from any of the federal student aid programs, an applicant must meet all of the following criteria:

- Have financial need, except for some loans
- Have a high school diploma, GED certificate, or completed homeschooling at the secondary-level
- Be enrolled or accepted for enrollment in an approved program at WNCC for the purpose of obtaining a diploma, certificate, or degree

- Be a U.S. citizen, national, permanent resident, or eligible non-citizen
- Have a Social Security Number
- Be making satisfactory academic progress toward completion of a diploma, certificate, or degree
- Certify that financial aid funds are used only for educational purposes
- Not be in default on a federal student loan
- Not owe a repayment of a federal grant
- Be registered with Selective Service, if required

The U.S. Department of Education interfaces with other federal databases to confirm several of these criteria.

Note: Only classes that count toward your degree (or as an allowable elective) can be funded by federal financial aid.

How Need is Determined — The basic need formula is represented by the following calculation:

Cost of Attendance
– Expected Family Contribution
= Financial Need

The goal of the WNCC Financial Aid Office is to meet as much of the student's financial need as possible with available funds for which the student qualifies.

Cost of Attendance (COA) — This is an estimate of the student's expenses for the period of enrollment. It includes allowances for:

- Tuition and fees
- Books and supplies
- Room and board
- Transportation
- Personal expenses

Please see the WNCC website at **wncc.edu/cost-aid** for the current costs of attendance.

Expected Family Contribution (EFC) — The EFC is calculated by the federal processing center using the information reported on the FAFSA. It represents the amount the student and his/her family can reasonably contribute toward educational expenses.

Limits to federal aid — Because Congress has established limits to the length of time and amounts students may receive in Pell grants and Federal Direct Subsidized Loans, students are encouraged to monitor their academic progress, stay on track in their degree program, and complete their degrees within recommended timeframes.

Free Application for Federal Student Aid (FAFSA)

To be considered for any of the federal or state grants, employment or loan programs listed above, applicants must complete a Free Application for Federal Student Aid or FAFSA for each academic year of study.

1. The recommended method of application is to apply online at **fafsa.gov**. Students (and parents) will need a Federal Student Aid (FSA) identification (ID) when accessing financial aid information and electronically signing federal student aid documents. For more information about the FSA ID, or to create a FSA ID, go to **studentaid.gov/fsaid.** Online applicants who do not electronically sign their applications need to print a signature page, sign and date it, and mail it to the federal aid processor. This option delays processing significantly.
2. Students are strongly encouraged to use the IRS Data Retrieval Tool (DRT) to transfer tax information directly from the IRS into their FAFSA. Using the DRT provides accurate entry of tax information and may eliminate additional paperwork if the FAFSA is selected for verification.
3. Those who prefer to submit a paper application may obtain a FAFSA directly from the U.S. Department of Education by calling 1.800.4.FEDAID (800.433.3243).
4. Most students who completed an online FAFSA for the previous academic year receive information from the U.S. Department of Education on how to file a renewal FAFSA online.

Note: Regardless of the method of application, WNCC's Federal School Code **002560** must be listed on the FAFSA in order for the results to be sent to the WNCC Financial Aid Office.

Summer Aid Application — In addition to the FAFSA, WNCC uses a supplemental application form for students who wish to be considered for summer financial aid. This application is available online or from the WNCC Financial Aid Office beginning in April.

Loan Application — A separate loan application is required annually for the Federal Direct Loan or the PLUS loan. First-time borrowers are required to complete online entrance counseling and a Master Promissory Note (MPN). The MPN remains active for 10 years and does not need to be renewed annually. The MPN and entrance counseling are completed at **studentloans.gov**. Contact the WNCC Financial Aid Office for further information.

What Happens Next?

The applicant receives a Student Aid Report (SAR) after the federal processing center has completed processing the FAFSA. This is in the form of a hardcopy SAR mailed to the applicant or an email notification with instructions on how to obtain the SAR electronically. The applicant should carefully review the SAR data for accuracy and to ensure that WNCC is listed to receive the results.

- If the SAR data is accurate and no changes are necessary, the applicant should retain the document for his/her records.
- If changes to the SAR data are necessary, the applicant should make the corrections online or notify the Financial Aid Office. The student (as well as one parent, in the case of a dependent student) must sign both the SAR and any supporting documentation provided if corrections are submitted through the Financial Aid Office.

Verification — The U.S. Department of Education selects a percentage of FAFSA applications nationwide to verify the accuracy of data reported on the FAFSA. The WNCC Financial Aid Office notifies students who are selected for verification of the documentation required. This process must be completed and any errors corrected before the student's financial aid eligibility can be determined. Students have 30 days from the notification date to complete verification or their financial aid application is considered inactive.

Notice of Eligibility — After the application is reviewed and processed, the WNCC Financial Aid Office notifies the student of his/her financial aid eligibility. Students who are eligible for assistance receive notification indicating the financial aid programs and maximum award amounts. Award amounts are based on full-time enrollment (12 credit credits or more per semester, including summer). Some awards can be prorated for enrollment in fewer credit credits. Students who do not qualify for federal or state grant assistance receive notification of ineligibility and options of alternative forms of aid.

Special Circumstances

Students who have special circumstances should contact the WNCC Financial Aid Office:

- Dependent students unable to provide parental information on the FAFSA.
- Students whose financial situation has changed since filing the FAFSA or have financial issues not taken into account on the FAFSA.
- Students with excessive education expenses beyond what is included in the standard financial aid budget.

WNCC Scholarship Application

To be considered for WNCC institutional and endowed scholarships, students must complete the WNCC General Scholarship Application by March 1 prior to the start of each academic year. If scholarship funds remain, applications may be accepted again for the fall and spring terms. Check online at **wncc.edu/cost-aid/apply-aid** for general eligibility requirements, deadlines, and availability.

Scholarships funded by outside community organizations usually require a separate application and may have different deadlines. Application forms and information about scholarship are available from the WNCC Financial Aid Office, the Alliance and Sidney campuses, or **wncc.edu/scholarships.**

Applying for, Receiving, and Maintaining Aid

When to Apply

To receive the best financial aid package available, students are encouraged to apply as early as possible after the October 1 FAFSA release date. WNCC's priority application date is March 1 prior to the academic year for which funding is requested. Limited-fund programs include NOG, FSEOG, Federal Work Study, and scholarships.

Applications are generally processed in the order received, and processing time may vary depending on the time of year and volume of applications received. Unnecessary delays can be avoided by completing applications neatly and thoroughly, and by responding quickly to any requests for additional information.

Students who wish to be considered for any available summer financial aid should complete the supplemental summer application by May 1.

Note: Individuals eligible for Veterans Administration (VA) educational benefits may apply at any time in the Veterans Upward Bound or Military/Veterans Affairs (MVA) Office.

How Aid is Disbursed

The method and timing of disbursements depends upon the type of aid awarded, the status of the student's application and the enrollment level. Funds from financial aid sources must first be used to pay direct educational expenses (tuition, fees, campus room and board, and authorized bookstore charges) before being made available to students for other education-related expenses.

1. Funds from grants and scholarships are usually applied to the student's WNCC account the fourth week of each semester. If the amount of aid exceeds the amount owed to WNCC, a refund check for the

difference is available to the student no later than the end of the fourth week of classes. Check the website for disbursement dates.

2. Students employed through the Federal Work Study Program receive a paycheck for credits worked each pay period. There are two pay periods per month.
3. Student loan funds are transmitted to WNCC electronically by the federal government. If the student has completed a loan request form before the beginning of the semester or year for which he/she is requesting aid, the loan funds should be available in the same manner as described in one (1) above. Other disbursement rules apply for first-year, first-time borrowers, and for students receiving a semester-only rather than academic year loan. Students must also complete Direct Loan Entrance Counseling and a Master Promissory Note (MPN) online before loans are originated. Loans requested and originated later in the semester are available on the Friday after funds are received.
4. Instructors must verify a student's attendance in each class before the student can receive his/her first disbursement.

Census Date — A student's initial financial aid awards are based on full-time enrollment. However, the student's eligibility is adjusted to reflect his/her actual enrollment on the financial aid census date, which is typically during the third week of classes each semester.

Satisfactory Academic Progress

In order to receive financial aid, students must be making satisfactory progress toward completion of a diploma, certificate, or degree. Academic progress is reviewed at the time awards are made and again at the end of each term. The WNCC financial aid requirements outlined below are designed to comply with federal regulations.

Pace — A student must progress through his/her educational program at a pace of 70 percent or higher. Pace is calculated by dividing the cumulative number of successfully completed credit credits by the cumulative number of attempted credit credits. Credits attempted are counted as of the census date as defined above. Transfer credits accepted count as both completed and attempted credits in the pace calculation.

Minimum GPA — A student must maintain at least a 2.0 cumulative GPA each semester.

Maximum Time Frame — A student risks losing financial aid eligibility if he/she attempts more than 150 percent of the credit credits required for completion of his/her program. These limits apply regardless of whether or not the student has changed majors or received federal funding. The maximum time frame includes transfer credits and credits attempted but not completed. The student's eligibility ends when the student has attempted 150 percent of credits required for his/her specific program of study. Official transcripts from all previous institutions attended must be submitted to WNCC's Registrar prior to disbursement of federal aid to determine credits for maximum time frame calculation.

Warning — A student who does not meet the pace requirement and/or who does not maintain a cumulative GPA of at least 2.0 is placed on warning for his/her next semester of enrollment. Students remain eligible for federal financial aid while in warning status. If progress requirements are met during the warning semester, the student is removed from warning status and restored to good standing. No federal financial aid is disbursed for the semester following a warning semester until the Financial Aid Office reviews final grades.

Suspension — A student who does not meet the academic progress requirements at the end of the warning semester is suspended from all federal financial aid. Students are placed on financial aid suspension without first being on warning status if their attempted credit credits exceed the 150 percent limits specified above.

Regaining Eligibility — A student whose eligibility is suspended may regain his/her eligibility by meeting certain conditions for reinstatement or by appealing and documenting extenuating circumstances.

1. To qualify for reinstatement, the student may be required to enroll at his/her own expense and once again meet all the necessary academic progress requirements outlined above. Financial resources other than federal or state financial aid must be used to pay for educational expenses during this term. This may take one or more semesters, depending on how long it takes the student to comply with this policy.
2. Students may file an appeal and document extenuating circumstances that prevented the student from meeting these requirements. Appeals should be submitted as soon as possible following notification of suspension, but no later than midterm of the semester for which the student is requesting aid. The student's appeal must include a statement explaining why the student failed to make satisfactory academic progress and what has changed to allow the student to meet progress standards at the next evaluation. If the student's appeal is approved, the student is placed on financial aid probation. The terms of approval may include complying with terms of an Academic Plan.
3. A student who is placed on financial aid probation subsequent to a successful appeal may receive federal student aid for one payment period. At the completion of the probationary semester, the student must meet

financial aid satisfactory academic progress standards or the requirements of an individual Academic Plan incorporated into the appeal approval to continue to receive federal student aid beyond the probationary semester.

Repeats — All repeated courses are included in the student's cumulative attempted credit credits. A repeated course counts only once toward completed credits. Limits apply to the number of times a repeated course may qualify for federal aid.

Remedial work — Students may receive financial aid for a maximum of 30 credits of remedial work. Not all remedial classes qualify for federal aid. Please contact the Financial Aid Office if you have questions.

Audited classes — Audited classes are not eligible for federal student aid.

Credits successfully completed — For this policy, successful completion is defined as earning a grade of D- or higher, or a grade of P. Grades of NP, CR, F, W, AU, and I are not considered as successful completion under this policy.

Incompletes — A student placed on warning or suspension solely because of incomplete credits may request that the Financial Aid Office review his/her status once the course is completed and a passing grade issued.

Academic Amnesty — Please note that academic amnesty does not affect a student's financial aid Satisfactory Academic Progress status. Students who apply for and receive academic amnesty to have credits attempted and grades earned in previous semesters excluded from the calculation of GPA are not automatically returned to satisfactory standing. Federal aid program regulations make no provision for the concept of academic amnesty or academic renewal. Therefore, all attempted courses are included when evaluating Satisfactory Academic Progress.

Impact of Withdrawals on Financial Aid

Financial aid recipients who officially withdraw from all their classes or cease attendance without notifying the school may be required to repay a portion of the federal funds they received for that term. This is determined on a pro-rata basis by multiplying the percentage of term not attended by the Title IV aid received. Federal regulations specify the calculation used to determine if and how much repayment is required. All types of federal aid, including loans, are included in the calculation. Federal Work Study funds that have been earned are not included. If a student attended more than 60 percent of the term, no return of funds is required. After the amount of Title IV aid to be returned is calculated, a determination of how much must be returned by the institution and how much must be returned by the student is made. If a student owes a repayment, it is applied to the following programs in this order:

1. Federal Direct Unsubsidized Loan
2. Federal Direct Subsidized Loan
3. Federal Direct PLUS Loan
4. Federal Pell Grant
5. Federal Supplemental Educational Opportunity Grant
6. Other federal aid programs

Any loan funds required to be returned must be repaid by the student in accordance with the terms of the promissory note. Any amount of unearned grant funds that must be returned is considered an overpayment. The maximum amount of grant overpayment is half of the grant funds received or scheduled to be received.

Any return of Title IV funds required by the student must be paid prior to receiving additional financial aid at WNCC or any other institution. Any funds returned by WNCC on the student's behalf must be repaid by the student to WNCC prior to attempting to register for subsequent terms.

The requirements for Title IV program funds are separate from WNCC's refund policy. Therefore, students may still owe funds to WNCC for unpaid institutional charges.

Additional details regarding this policy are available from the Financial Aid Office.

Transfer and Financial Aid

If a student transfers from one school to another, financial aid does not automatically transfer. The amount and type of aid offered by the new school may differ due to variations in the school's cost of attendance, funding available, and academic requirements. A transferring student should contact the Financial Aid Offices at both schools for the correct procedures, deadlines, and policies. Annual aid limits apply if a transferring student received federal student aid during the academic year at his/her previous institution. Official transcripts from all previous institutions attended must be submitted to WNCC's Registrar prior to disbursement of federal aid to determine credits for maximum time frame calculation.

Other Financial Resources

There are many websites containing tips and information about applying for financial aid. Live links to federal resources, private organizations that support higher education, free scholarship search engines, and other helpful resources can be found at **wncc.edu/cost-aid/apply-aid/financial-aid-resources.**

Students are advised to be careful of scholarship scams and any online or phone request for Social Security, credit

card, or bank account numbers, or any other personal identification that could be used for identity theft. Contact the Financial Aid Office to check on scholarship or other aid legitimacy.

Enrollment

Academic Advising

Western Nebraska Community College strives to help students achieve their academic goals, and personal academic advising is an important part of this process. Counselors and advisors can assist students in identifying an appropriate program of study. They will also help students draft an academic plan outlining the courses they will need to complete in order to meet the requirements for graduation. This academic plan can be modified each semester based upon course offerings and student progress.

All new first-year students will meet with a professional advisor in the Advising Center who will help plan the students' first semester of classes at WNCC.

Each student is also assigned a faculty advisor who has special training and experience in the student's academic field of interest. Faculty advisors will help students with their class schedules after the first semester and provide their advisees with ongoing information and assistance in meeting educational goals. The faculty advisors can also be of assistance to students in their efforts to achieve satisfactory academic and social adjustment. Questions concerning work in a particular course should be discussed with the course instructor. The student's faculty advisor can answer general questions on scheduling and planning the academic program at any time and particularly during registration advising sessions. The faculty advisor's approval is required for all courses a student wants to take each semester. This approval is requested and granted through the Student Planning tool in the WNCC portal.

Together, the professional and faculty advisors serve as the students' partners in completion during their time at WNCC. These advisors can also assist students who are considering changing their programs or who need information regarding transfer to other colleges..

Class Registration

Students are encouraged to register into their classes early, as they are required to be registered prior to the start date of each term. Accepted students who miss the deadline are encouraged to register for second eight-week classes or for the next term.

For degree-seeking students, registration is completed through the online Student Planner. First semester students will work with a professional advisor to learn how to utilize Student Planner and how the registration process works. An initial academic plan geared toward a student's specific program of study is built in Student Planner. During the first term, a student meets with his/her faculty advisor to develop a full long-term academic plan in Student Planner. Once the faculty advisor approves the long-term plan, a student can then register for classes in subsequent terms.

To change the intended program of study and faculty advisor, please contact the Student Success Director.

Drop/Add & Schedule Changes

Drop/Add Period

Students may add a class during the first five (5) class days of a semester or during the first three [3] days of an eight-week session. They may also drop a course with no penalty during that same period. Tuition an fess are assessed on all courses added, and drops are refunded at 100 percent.

Withdrawal Period

The official withdrawal period begins after the first five (5) class days of each regular semester and ends when 60 percent of the term has expired as outlined in the official WNCC calendar. (The official withdrawal period for eight-week courses begins after the first three [3] class days). Students who wish to withdraw from a class during the withdrawal period must do so by securing the instructor's signature on the required form and completing the withdrawal procedure through the Student Services Office. Procedures for withdrawing from online courses are provided below.

Students may or may not receive a refund when withdrawing from a course, depending on the percent of time expended (See "Refund Policy"). Federal financial aid is recalculated during this time and refunds may be owed. Students should be sure to contact the Financial Aid Office to understand the ramifications.

Students who cease to attend a course and fail to officially withdraw from it remain registered for the course and will receive a grade regardless of intent.

Withdrawal from Online Courses

To drop an online course, download the online drop form from the WNCC portal, complete it, and sign it. In addition, students must e-mail the instructor with a request to drop. An explanation as to why the drop is needed is helpful. The instructor then responds to the student with a drop grade and the last date of attendance. The student should copy the instructor's response and email his or her request, along with the drop form, to **registrar@wncc.edu**. Students may also fax this

information to 308.635.6732 or mail it to the WNCC Student Services Office, 2620 College Park, Scottsbluff, NE 69361. The drop is processed according to the date when the student first contacted the instructor.

For summer and eight-week classes:

1. The official withdrawal period begins after the first three (3) days of the semester and ends when 60 percent of the class is expended.

Withdrawal from College

Students who find it necessary to withdraw from all classes from WNCC may do so by completing the following steps:

During the official withdrawal period (until 60 percent of the course time is completed):

1. Fill out the WNCC Drop-Add Form available in the Student Services Office or by download from the student's portal. Each instructor needs to sign the form and provide a last date of attendance. In an emergency, staff from the Student Services Office can assist in contacting instructors. Charges for courses continue to accrue in accordance with the published WNCC refund policy until the completed withdrawal form is received in the Student Services Office.
2. Students receiving financial aid must speak with a financial aid representative prior to withdrawing to understand the resulting implications. A complete withdrawal, whether official or unofficial, may result in a repayment obligation and/or loss of future eligibility
3. Individuals receiving VA benefits need to contact the Veterans Upward Bound or Military/Veterans Affairs Office.

After the official withdrawal period (beyond the last official date to withdraw):

1. Fill out the "Request for Total Withdrawal after the Last Day to Drop" form available in the Student Services Office. The total drop must be for extenuating circumstances only. It cannot be used simply to avoid a series of failing grades.
2. The Vice President of Student Services and the Dean of Instruction or their designees must approve the drop. If approved, the status of the classes is listed as a "W." The instructors are notified that a total drop was issued.
3. Students receiving financial aid must speak with a financial aid representative prior to withdrawing to understand the resulting implications. A complete withdrawal, whether official or unofficial, may result in a repayment obligation and/or loss of future eligibility.
4. Individuals receiving VA benefits need to contact the Veterans Upward Bound or Military/Veterans Affairs Office.

Grading Policies

Academic Amnesty

A student returning to Western Nebraska Community College may petition the Vice President of Student Services to have a maximum of two (2) semesters of coursework removed from the calculation of grade point average and degree credit provided the following conditions apply:

1. At least three (3) years have lapsed since the time of the semester(s) being petitioned; and
2. Since returning, the student has completed at least 12 consecutive credit credits of college-level courses with a GPA of 2.75 or above or 24 consecutive credit credits with a GPA of 2.25 or above.

If approved, the courses and grades of the semester(s) affected appear on the transcript with the notation that academic amnesty was granted. All credits and grades taken during the semester(s) are included in the amnesty. A student may receive academic amnesty only once and it is irrevocable. Since academic amnesty may affect financial aid awards, students receiving financial aid should contact the Financial Aid Office prior to applying for amnesty.

Academic Honors

A Dean's List is issued at the end of each regular semester and contains the names of all students who have completed at least 12 credits of college-level courses (numbered 100 or higher) and other degree-required courses (courses required for the AA, AS, ADN, AOS, and AAS degrees) with a 3.4 to 3.99 Grade Point Average.

A President's List, issued at the end of each regular semester, contains the names of all students who have completed at least 12 credits of college-level courses (numbered 100 or higher) and other degree-required courses (courses required for the AA, AS, ADN, AOS, and AAS degrees) with a 4.0 Grade Point Average.

Academic Probation & Suspension

The purpose of academic probation is to warn students of their unsatisfactory academic progress. A student is placed on academic probation when progress toward educational objectives is considered inadequate. A student's WNCC grade point average (GPA) is used to evaluate a student's progress. Students are considered to be making satisfactory progress if they have a WNCC GPA of 2.0 or higher.

Students who have attempted or have accumulated nine (9) or more credits and whose GPA falls below 2.0 are placed on academic probation for the following semester. They are recommended to visit with the advising staff in the Student Life and Engagement Center to seek assistance.

The college reserves the right to limit the course load of any student experiencing academic difficulty and to recommend changes in the curriculum assigned.

Students on academic probation who achieve a GPA above 2.0 for the subsequent semester, but whose cumulative GPA is still below 2.0, are placed on extended probation. Extended probation remains in effect for those students until their cumulative GPA is 2.0 or higher as long as they continue to make satisfactory academic progress.

Students who have been on academic probation or extended academic probation are automatically placed on academic suspension if their term GPA falls below 2.0. A student who is suspended may not register for at least one (1) regular semester (summer term not counted) immediately following the suspension. This means that a student placed on suspension after the fall semester is not able to enroll again until the next fall semester. Likewise, a student placed on suspension after spring semester is not able to enroll until the following spring. The suspended student has the opportunity of petitioning the Vice President of Student Services for special consideration within five (5) school days after receipt of the suspension letter. Response is given within five (5) school days after receipt of the appeal.

After a non-enrolled period of at least one (1) semester, students on academic suspension who desire to return must complete the "Academic Reinstatement Appeal" form and submit it to the Vice President of Student Services no later than five (5) school days before the start of the desired semester for enrollment. Financial aid and athletic eligibility rules are not equivalent to the above rules of academic eligibility.

Audit

Students who choose to audit a class must pay regular tuition but are not required to complete course requirements unless they so desire. Credits are not included in the student's total of completed courses. This option must be declared in the first two (2) weeks of each regular semester (i.e., fall or spring) after consulting with the instructor.

Consequences of Withdrawing from Class

The student receives a grade of "W" at the time of withdrawal. This grade can be given only during the semester in which the student officially withdraws; it cannot be given retroactively. A posted grade of "W" cannot be changed to another grade later.

Students who fail to withdraw officially receive a grade of "F." Withdrawal from individual classes after the official withdrawal period is not permitted unless a student withdraws from the college or the student completes the "Appeal for W Grade after Last Day to Drop" form available in Student Services.

Directed Study

Directed study is designed to allow regularly enrolled students to pursue, for college credit, subject areas of interest outside of the existing college course structure. Directed study pursued by the individual student is intended to provide valuable experience in self-education, with faculty assistance in planning and evaluation.

Once arranged and approved, directed study courses become part of the student's course load and are subject to regular tuition and fee rates. Specific limitations and required conditions for directed study include the following:

- The student must enroll at WNCC. Regular tuition and fees are paid for directed study credits.
- An individual student must demonstrate interest in and need for the study and arrange for a qualified instructor to sponsor it.
- Registration must be approved by the instructor, division chair, and dean of instruction.
- Each credit of directed study requires a student to spend time at least equivalent to that expected in a regular course involving fifteen (15) contact credits per semester.
- The student may not receive credit for more than a total of 12 credits of directed study while at WNCC.

Grade Appeals

Every student has the right to appeal the **final grade** in a course in accordance with the stipulations outlined below. **The student must initiate such an appeal no later than three (3) weeks after the day final grades are posted.**

A student who questions his or her final course grade must adhere to the following steps in the order presented:

Step 1: Discuss the matter with his/her instructor. Clerical errors are usually handled in this manner, with the instructor signing the correction of official records. If the student believes the problem is not resolved, the student shall then go to Step 2.

Step 2: Visit with the appropriate division chair to discuss the issue. If the concern still remains unresolved, the student may continue to Step 3.

Step 3: Elect to file a written grade appeal to the appropriate Dean of Instruction in the Educational Services Office for referral to the Peer Review Committee.

A formal grade appeal may not be filed until Steps 1 and 2 above have been completed.

A formal grade appeal may be filed if:

- There is a dispute over the numerical calculation of the grade; or
- The grade assigned appears arbitrary and not indicative of the student's performance.

Students who question an instructor's personal treatment of the student may discuss the matter with the Vice President of Student Services as described in the *Western Nebraska Community College Judicial Codes and Appeals – Article VII – Student Rights Grievances*.

GPA Computation

Grade point averages (GPA) are computed on all credits taken at WNCC excluding those courses awarded through nontraditional credit or taken on a Pass/No Pass basis.

Grading System

GRADE	DESCRIPTION	EFFECT ON GPA
A+		4.00
A	Highest achievement	4.00
A-		3.67
B+		3.33
B	Above average achievement	3.00
B-		2.67
C+		2.33
C	Average achievement	2.00

GRADE	DESCRIPTION	EFFECT ON GPA
C-		1.67
D+		1.33
D	Below average, but passing	1.00
D-		0.67
F	Failure to meet minimum	0.00
P	Passing, credit granted	No effect
NP	Not passing, no credit granted	No effect
CR	Non-traditional credit	No effect
I	Incomplete	0.00
W	Official withdrawal, not failing	No effect
A	Audit	No effect

Graduation Honors

Students graduating with a GPA of 3.4 to 3.99 in college-level courses (numbered 100 or higher) and other degree-required courses are recognized as "Graduating with Honors." Students graduating with a GPA of 4.0 in college-level courses (number 100 or higher) or other degree-required courses are recognized as "Graduating with High Honors." Students receiving graduation honors are acknowledged during the commencement ceremony each year.

Incomplete Work

Students who are unable to complete a course because of unusual circumstances may request a status of "incomplete" after consulting with the instructor. If approved, coursework requirements must be completed satisfactorily no later than 90 days after the last day to enter grades for the semester or the incomplete status reverts to an "F." This applies to all courses, including online, directed study, and Independent Learning and Assessment Center (ILAC) courses. Instructors have the right to extend the course completion period beyond 90 days if necessary. A status of Incomplete converts to a failing grade and is calculated in the student's grade point average if it is not completed within the prescribed time period.

Student Classification

A full time student is defined as one taking 12 or more credits per semester.

Degree Offerings

Degrees & Formal Awards

WNCC offers two-year programs of study leading to one of four associate degrees:

- Associate of Arts (AA)
- Associate of Science (AS)
- Associate of Applied Science (AAS)
- Associate of Occupational Studies (AOS)

One-year certificate, two-year certificate, and diploma options are available in selected fields.

Associate Degrees

Associate of Arts and Associate of Science degrees prepare students for careers and/or advanced study at a four-year college or university.

The Associate of Applied Science degree primarily prepares students for careers in a variety of technical and vocational areas: applied technologies, business, health, physical education, and social sciences. In most instances students are also able to transfer all or part of an AAS program to a bachelor degree-granting institution.

The Associate of Occupational Studies degree prepares students for careers in technical and vocational areas. The AOS is not intended to be a transfer degree; however, courses within certain programs transfer to bachelor degree-granting institutions.

With all associate degrees, if a student is planning on transferring to a bachelor-granting college or university, it is important for students to work closely with their individual faculty advisors.

1. All degrees require a minimum of 60 credits.
2. Courses numbered below the 100-level do not count as part of the total credits for Associate of Arts or Associate of Science degrees.
3. Courses numbered below the 100-level do not count as part of the total credits for the Associate of Applied Science or Associate of Occupational Studies degree.
4. While AAS and AOS degrees are designated as being earned in a specific program, the AA and AS degrees are generalist in nature and not awarded "in" a field.

Students are expected to successfully complete all graduation requirements as stated in the catalog in effect during the term of graduation, or from the college catalog in effect at the time of initial entry if the student is continuously enrolled. Under certain unusual circumstances, students may appeal for an exception to the Vice President of Student Services. This appeal must be made prior to the start of the term in which graduation is expected to occur.

Diploma

1. Diplomas require a minimum of 24-48 credits of courses from a suggested curriculum list appearing in the *College Catalog*. In addition to coursework specific to an area of study, students are required to take some coursework outside the student's vocational field, including but not limited to written communication, mathematics, and an elective from personal development, the social or lab sciences, or oral communication.
2. Demonstration of competency in writing and mathematics by assessment (eCOMPASS or ACCUPLACER®) or by passing the appropriate mathematics and writing courses (MATH-1020, MATH-0160, or BSTC-1500 and ENGL-0050) is required.
3. Courses numbered below the 100-level do not count as part of the total credits.

Certificate

1. Certificates require completion of 12-18 credits of required courses from a curriculum list in the *College Catalog*.
2. Courses numbered below the 100-level do not count as part of the total credits.

Degree Programs Offered

The following is a list of all degree programs offered at WNCC.

	AA	AS	AAS	AOS	DIPLOMA	CERTIFICATE
Agriculture Science (Pre)		X				
Applied Agriculture Technology					X	X
Auto Body Technology				X	X	X
Automotive Technology			X		X	X
Aviation Maintenance				X		X
Biology/Ecology		X				
Biomedical Research (Pre)		X				
Business Administration - Accounting option	X	X				
Business Administration – Business Administration option	X	X				
Business Administration – Management Information Systems option	X	X				
Business Technology – Executive Assistant option					X	X
Business Technology – General Business option			X		X	
Business Technology – Information Technology Technical Support option			X		X	
Business Technology – Medical Office Management option			X			
Business Technology – Staff Accountant option			X		X	X
Chemistry		X				
Chiropractic Medicine (Pre)		X				
Coding Technician					X	
Computer Sciences (Pre)		X				
Criminal Justice Studies	X		X			
Dental Hygiene (Pre)		X				
Dentistry (Pre)		X				
Dietetics		X				
Education (Early Childhood)	X		X			
Education (Elementary)	X					
Education (Music)	X					
Education (Secondary)	X					
Engineering (Pre)		X				
Food Science (Pre)		X				
Foreign Language (Spanish)	X					
Forestry/Wildlife Management (Pre)		X				

	AA	AS	AAS	AOS	DIPLOMA	CERTIFICATE
General Studies (Language and Arts)	X					
General Studies – Art emphasis	X					
General Studies (Math and Science)		X				
General Studies (Social Sciences)	X					
Health Information Technology			X			
Health/Physical Education/Coaching and Sports Administration		X				
Human Services	X		X			X
Information Technology	X					
Information Technology – CyberSecurity Option	X					
Mathematics		X				
Medical Laboratory Technician			X			
Medical Technology (Pre)		X				
Medicine (Pre)		X				
Nursing (Associate Degree)		X				
Nursing (Practical)					X	
Nursing (Pre-Professional)		X				
Paramedicine						X
Pharmacy (Pre)		X				
Physical Therapy (Pre)		X				
Physics		X				
Powerline Construction & Maintenance Technology				X	X	X
Psychology	X					
Radiologic Technology (Pre)		X				
Rangeland Management		X				
Social Work	X					
Surgical Technology			X			
Theatre Arts	X					
Veterinary/Comparative Medicine (Pre)		X				
Vocal Performance	X					
Welding Technology			X		X	X

Online Programs

AA.A.5202E	Business Administration – Accounting Option
AA.B.5202E	Business Administration – Business Administration Option
AA.C.5202E	Business Administration – Management Information Systems (MIS) Option
AA.1199A	Information Technology
AA.1199C	Information Technology – CyberSecurity option
AA.2401	General Studies
AAS.1199B	Information Technology Technical Support
AAS.5107A	Health Information Technology
AAS.5201	Business Technology
AS.1199A	Computer Science
C2.1199	Information Technology Technical Support
C2.5201	General Business Technology
DI.5107B	Coding Technician

Degree Requirements

General Education Program

Purpose of General Education

The general education program at Western Nebraska Community College is designed to broaden the student as a person. The general education experience for students in Associate of Arts (AA) and Associate of Science (AS) degree programs is composed of a comprehensive set of choices in communications, mathematics, sciences, social science, and the humanities, preparing students for citizenship in a diverse, global environment; taking their roles in society as citizens and professionals; and transfer to other colleges.

Students in Associate of Applied Science Degree (AAS), Associate of Occupational Studies (AOS), and diploma programs take transferable and nontransferable general education courses designed to prepare them for their roles in society as citizens, technicians, and professionals. Their avenues for employment are enhanced by the general education experience.

Each degree offering has different general education requirements, and students should be aware of the requirements for their degree program. Please see the listings following in this section.

General Education Philosophy

WNCC recognizes that student-learning goals may change during a lifetime; therefore, the general education requirements for all degrees is collegiate in nature and, as such, should provide an academic foundation for lifelong learning.

Additionally, the general education experience prepares students for the lifelong learning required for success, enriches the student's general life perspectives, and promotes competence in and understanding various fields of knowledge.

Since not all students come to college prepared for this level of endeavor, developmental courses are provided to assist the student in gaining the requisite skills.

Goals of the General Education Program

As a result of the general education experience, award seeking students develop and improve the following skills and abilities to college-level performance:

Communication – including effective written and oral skills

Critical Thinking and Problem Solving – including information literacy and mathematical and scientific inquiry

Humanities and/or Fine Arts Awareness – including literature, language, philosophy, an appreciation for the arts, and humanities

Cultural and Civic Awareness – including ethics, diversity, and global issues

Personal Development – including mental and physical wellness, leadership, teamwork, and lifelong learning skills

Certificate Programs

Total Credits

Certificate programs typically require 12-18 credits of required courses from a curriculum found in the *College Catalog*. There are exceptions, with some programs requiring additional credits of coursework.

Courses numbered below the 100-level do not count toward the total credits required to earn a certificate.

Programs requiring 16 or more credits are eligible for federal financial aid. Options may exist for programs with less than 16 credits; students should consult with the Financial Aid Office for more information.

General Education Requirements

No general education courses are required for certificate programs.

Required Program Specific Coursework

Students will select a specific emphasis area of interest with a curriculum of courses required to complete a certificate program.

Program Specific Coursework	**12-18 credits**
Total Credits for Certificate	**12-18 credits**

Diploma Programs

Total Credits

Diplomas require a minimum of 24-48 credits of courses from a suggested curriculum list appearing in the *College Catalog*. There are exceptions, with some programs requiring additional credits of coursework.

Courses numbered below the 100-level do not count as a part of the total credits.

General Education Requirements

Students must take nine to ten (9-10) credits of general education requirements including the following: three (3) credits of English, three to four (3-4) credits of math, and three (3) additional credits from either communication, personal development, science, or social science electives.

DIPLOMA PROGRAM **General Education Requirements: three (3) credits from English, three to four (3-4) credits from math and any three (3) credits from the following four (4) categories (excluding English and math):**	
Written Communication (3 credits selected from the list)	**BSAD-1210** Business Communication (3) **OR** **ENGL-0500** Workplace Writing (3) **OR** **ENGL-1010** English Composition I (3) OR Higher
Math (3-4 credits selected from the list)	**BSTC-1500** Business Mathematics (3) **OR** **MATH-0160** Introductory Algebra (4) **OR** **MATH-1020** Technical Mathematics (3)
Any three (3) additional credits from the following four (4) categories:	
Oral Communication	**SPCH-1110** Public Speaking (3) **OR** **SPCH-1200** Human Communication (3)
Personal Development	**PRDV-1010** Achieving College Success (3)
Science	**Choose from:** • **Any BIOS Biological Lab Science (4)** • **Any CHEM Chemistry Lab Science (4)**
	• **Any PHYS Physical Lab Science (4)** • **INFO-1210** Intro to Computer Science (3) • **LPNR-1110** Body Structure & Function (4)
Social Science	**Choose from:** • **ANTH** (Anthropology) • **ECON** (Economics) • **HIST** (History) • **POLS** (Political Science) • **PSYC** (Psychology) • **SOCI** (Sociology)

Required Program Specific Coursework

Students will select a specific emphasis area of interest with a curriculum of courses required to complete a diploma program.

Program Specific Coursework **15-38 credits**

Total Credits for Diploma **24-48 credits**

Associate of Occupational Studies Degree (AOS)

The Associate of Occupational Studies (AOS) degree prepare students for careers in the technical and vocational areas. The AOS is a terminal degree and is not intended to be a transfer degree; however, courses within certain programs transfer to bachelor degree-granting institutions. The acceptance of transfer credits toward a bachelor degree is the decision of the receiving institution. Students intending to transfer credits should work closely with their faculty advisors to identify appropriate college coursework while at WNCC.

Total Credits

All associate degrees require a minimum of 60 credit credits. To qualify for the AOS, the student must successfully complete the following required general education requirements (16-17 credits), as well as a minimum of 45 credits of college-approved program specific coursework within an emphasis area.

In some cases, students may be required to complete developmental courses prior to taking certain other courses. Courses numbered below the 100-level do not count as part of the total credits for the AOS.

General Education Requirements

Students must select 16-17 credits from the options below.

ASSOCIATE OF OCCUPATIONAL STUDIES General Education Total Credits: 16-17 credits *	
Written Communication * (3 credits selected from the list)	**BSAD-1 210** Business Communication (3) **OR** **ENGL-0500** Workplace Writing (3) **OR** **ENGL-1010** English Composition I (3)
Math * (3-4 credits selected from the list)	**BSTC-1500** Business Mathematics (3) **OR** **MATH-0160** Introductory Algebra (4) **OR** **MATH-1020 (or higher)** Technical Mathematics (3)
Nine (9) additional credits of general education requirements* selected from the following:	
Oral Communication	**SPCH-1110** Public Speaking (3) **OR** **SPCH-1200** Human Communication (3)
Science	**Choose from:** • **Any BIOS Biological Lab Science (4)** • **Any CHEM Chemistry Lab Science (4)** • **Any PHYS Physical Lab Science (4)** • **General Education elective**
Social Science	**Chose from:** • **ANTH** (Anthropology) • **ECON** (Economics) • **HIST** (History) • **POLS** (Political Science) • **PSYC** (Psychology) • **SOCI** (Sociology)
Additional Options	**BSAD-2450** Business Ethics (3) **OR** **BSTC-1100** Personal Finance (3) **OR**
	BSTC-2330 Records Management (3) **OR** **BSTC-2340** Office Management (3) **OR** **BSTC-2420** Career Development (3) **OR** **INFO-1100** Micro Computer Applications (3) **OR** **INFO-1220** Intro to Info Technology (3) **OR** **Internship** (AUTB/AUTO/AVIA/UTIL/WELD) (1-3)

** Students should refer to individual AOS programs and consult with their academic advisor about specific general education courses required.*

Required Program Specific Coursework

Students will select a specific emphasis area of interest in which they will complete a specific recommended curriculum to complete an AOS degree.

Program Specific Coursework **45 credits**

Minimum Total Credits for AOS **60 credits**

Associate of Applied Science Degree (AAS)

The Associate of Applied Science (AAS) degree primarily prepares students for careers in a variety of technical and vocational areas: applied technologies, business, health, physical education, and the social sciences. In most instances, student are also able to transfer all or part of the credits earned for an AAS degree to a bachelor degree-granting institution.

Total Credits

All associate degrees require a minimum of 60 credit credits. To qualify for the AAS, the student must successfully complete the following required general education requirements (15-17 credits), as well as a minimum of 43-45 credits of college-approved program specific coursework within an emphasis area.

In some cases, students may be required to complete developmental courses prior to taking certain other courses. Courses numbered below the 100-level do not count as part of the total credits for the Associate of Applied Science degree.

General Education Requirements

Students must select one course from each of the five categories below for a total of 15-17 credits:

ASSOCIATE OF APPLIED SCIENCE General Educational Total Credits: 15-17 credits	
Written Communication (3 credits selected from the list)	**BSAD-1210** Business Communication (3) **OR** **ENGL-0500** Workplace Writing (3) **OR** **ENGL-1010** English Composition I (3)
Oral Communication (3 credits selected from the list)	**SPCH-1110** Public Speaking (3) **OR** **SPCH-1200** Human Communication (3)
Math (3-4 credits selected from the list)	**BSTC-1500** Business Mathematics (3) *(not accepted for the Practical Nursing Program)* **OR** **MATH-0160** Introductory Algebra (4) **OR** **MATH-1020** Technical Mathematics (3) **OR** **MATH-1150 (or greater)** College Algebra (4) *(required for Info Technology)*
Personal Development (3 credits selected from the list)	**PRDV-1010** Achieving College Success (3) **OR** **BSTC-2420** Career Development Capstone (3)
Three (3) to four (4) credits must be selected from one of the following two areas:	
Science	**Choose from:** • **Any BIOS Biological Lab Science (4)** • **Any CHEM Chemistry Lab Science (4)** • **Any PHYS Physical Lab Science (4)**
	• **INFO-1210** Intro to Computer Science (3) • **LPNR-1110** Body Structure & Function (4)
Social Science	**Choose from:** • **ANTH** (Anthropology) • **ECON** (Economics) • **HIST** (History) • **POLS** (Political Science) • **PSYC** (Psychology) • **SOCI** (Sociology)

Required Program Specific Coursework

Students will select a specific emphasis area of interest in which they will complete a specific recommended curriculum to complete an AAS degree.

Program Specific Coursework **43-45 credits**

Minimum Total Credits for AAS **60 credits**

Associate of Arts Degree (AA)

An Associate of Arts (AA) degree prepares students for careers and/or advanced study at a four-year college or university.

Total Credits

All associate degrees require a minimum of 60 credit credits. To qualify for the AA, the student must successfully complete the following required general education requirements (28-29 credits), as well as a minimum of 31-32 credits of college-approved program specific coursework within an emphasis area.

In some cases, students may be required to complete developmental courses prior to taking certain other courses. Courses numbered below the 100-level do not count as part of the total credits for the Associate of Applied Science degree.

General Education Requirements

The general education requirements for associate degrees at WNCC are consistent with the college's philosophy statement and role and mission statement, which state that all students should demonstrate competencies that will allow them to seek higher education, participate as an active member in society, or achieve responsible careers in a contemporary work environment. More specifically, students in career-oriented areas should be able to communicate, calculate, evaluate, and understand the

social and scientific implications of the world around them. Students seeking transfer to a baccalaureate program should complete a general education requirement, which is broad in scope and requires an in-depth level of inquiry.

ASSOCIATE OF ARTS **General Education Total Credits: 31-32 credits**	
Written Communication (6 credits)	**ENGL-1010** English Composition I (3) **AND** **ENGL-1020** English Composition II (3)
Oral Communication (3 credits)	**SPCH-1110** Public Speaking (3) **OR** **SPCH-1200** Human Communication (3)
Humanities (6 credits from 2 different areas)	**Choose from:** **AESTHETICS:** **ARTS-1050** (Intro to Art History and Criticism I) (3) **ARTS-1060** (Intro to Art History and Criticism II) (3) **HUMS-1100** (Intro to Humanities) (3) **MUSC-1010** (Music Appreciation) (3) **MUSC-1420** (American Popular Music) (3) **THEA-1010** (Intro to Theatre) (3) **THEA-1500** (History of Film) (3) **ENGLISH:** **ENGL-2050** (American Literature, 1620-1865) (3) **ENGL-2070** (American Literature, 1865 – Present) (3) **ENGL-2100** (Intro to Literature) (3) **ENGL/EDUC-2110** (Children's Lit) (3) **ENGL-2130** (Survey of English Literature) (3) **ENGL-2190** (The Novel) (3)
	FOREIGN LANGUAGE: **SPAN-1300** (Elem Spanish I) (5) **SPAN-1350** (Elem Spanish II) (5) **SPAN-2300** (Inter Spanish I) (3) **SPAN-2350** (Inter Spanish II) (3) **PHILOSOPHY:** **PHIL-1010** (Intro to Philosophy) (3) **PHIL-1060** (Intro to Ethics) (3) **PHIL-2250** (Environ Ethics) (3) **PHIL-2610/RELS-2610** (Comparative Religions/Intro to Comparative Religions) (3) **WORLD HISTORY:** **HIST-2100** (World Civilization, 4000 BC – 1500 AD) (3) **HIST-2110** (World Civilization, 1500 AD – Present) (3)
Math (3-4 credits)	**Choose from:** • **MATH-1150** (College Algebra) (4) • **MATH-1170** (Mathematical Applications) (3) • **MATH-1180** (Math for Elementary Teachers) (3) • **MATH-2170** (Applied Statistics)
Lab Science (4 credits from one area)	**Choose from:** • **Any BIOS Biological Lab Science (4)** • **Any CHEM Chemistry Lab Science (4)** • **Any PHYS Physical Lab Science (4)**
Personal Development (3 credits)	**PRDV-1010** Achieving College Success (3)
Social Science (6 credits from 2 different areas)	**ECON / POLITICAL SCIENCE / HISTORY:** **ECON-1230** (General Economics) (3) **ECON-2110** (Principles of Macroeconomics) (3) **ECON-2120** (Principles of Microeconomics) (3)

	HIST-2010 (American History I) (3) **HIST-2020** (American History II) (3) **HIST-2060** (History of Nebraska) (3) **HIST-2580** (History of the American West((3) **POLS-1000** (American Government) (3) **POLS-1600** (International Relations) (3) **RACE / ETHNICITY / GENDER:** **ANTH-2130** (Mexican-American/Native-American Cultures) (3) **PHIL-1060** (Introduction to Ethics) (3) **PHIL-2610/RELS-2610** (Comparative Religions/Intro to Comparative Religions) (3) **SOCI-2150** (Issues for Unity and Diversity) (3) **SOCI-2250** (Marriage and Family) (3) **SOCIAL / BEHAVIORAL:** **PSYC-1810** (Intro to Psychology) (3) **SOCI-1010** (Intro to Sociology) (3)

Required Program Specific Coursework

Students will select a specific emphasis area of interest in which they will complete a specific recommended curriculum to complete an AA degree.

Program Specific Coursework **28-29 credits**

Minimum Total Credits for AA **60 credits**

Associate of Science Degree (AS)

An Associate of Science (AS) degree prepares students for careers and/or advanced study at a four-year college or university.

These institutions have their own requirements for a bachelor's degree to be completed at transfer institution. Students who plan to transfer to a four-year college or university should consult their faculty advisor and transfer advisor early in their WNCC enrollment to determine their curriculum to best meet future needs. In addition, it is advisable to look at possible transfer institutions to compare and align what they look for in their first two-years with what is offered at WNCC. Creating the closest match possible will facilitate a smooth transition from WNCC to the receiving/transfer institution.

Total Credits

All associate degrees require a minimum of 60 credit credits. To qualify for the AS, the student must successfully complete the following required general education requirements (28-29 credits), as well as a minimum of 31-32 credits of college-approved program specific coursework within an emphasis area.

In some cases, students may be required to complete developmental courses prior to taking certain other courses. Courses numbered below the 100-level do not count as part of the total credits for the Associate of Science degree.

General Education Requirements

The general education requirements for associate degrees at WNCC are consistent with the college's philosophy statement and role and mission statement, which state that all students should demonstrate competencies that will allow them to seek higher education, participate as an active member in society, or achieve responsible careers in a contemporary work environment. More specifically, students in career-oriented areas should be able to communicate, calculate, evaluate, and understand the social and scientific implications of the world around them. Students seeking transfer to a baccalaureate program should complete a general education requirement, which is broad in scope and requires an in-depth level of inquiry.

ASSOCIATE OF SCIENCE **General Education Total Credits: 33-34 credits**	
Written Communication (6 credits)	**ENGL-1010** English Composition I (3) **AND** **ENGL-1020** English Composition II (3)
Oral Communication (3 credits)	**SPCH-1110** Public Speaking (3) **OR** **SPCH-1200** Human Communication (3)

Humanities (3 credits from 1 area)	**Choose from:** **<u>AESTHETICS</u>:** **ARTS-1050** (Intro to Art History and Criticism I) (3) **ARTS-1060** (Intro to Art History and Criticism II) (3) **HUMS-1100** (Intro to Humanities) (3) **MUSC-1010** (Music Appreciation) (3) **MUSC-1420** (American Popular Music) (3) **THEA-1010** (Intro to Theatre) (3) **THEA-1500** (History of Film) (3) **<u>ENGLISH</u>:** **ENGL-2050** (American Literature, 1620-1865) (3) **ENGL-2070** (American Literature, 1865 – Present) (3) **ENGL-2100** (Intro to Literature) (3) **ENGL/EDUC-2110** (Children's Lit) (3) **ENGL-2130** (Survey of English Literature) (3) **ENGL-2190** (The Novel) (3) **<u>FOREIGN LANGUAGE</u>:** **SPAN-1300** (Elem Spanish I) (5) **SPAN-1350** (Elem Spanish II) (5) **SPAN-2300** (Inter Spanish I) (3) **SPAN-2350** (Inter Spanish II) (3) **<u>PHILOSOPHY</u>:** **PHIL-1010** (Intro to Philosophy) (3) **PHIL-1060** (Intro to Ethics) (3) **PHIL-2250** (Environ Ethics) (3) **PHIL-2610/RELS-2610** (Comparative Religions/Intro to Comparative Religions) (3) **<u>WORLD HISTORY</u>:** **HIST-2100** (World Civilization, 4000 BC – 1500 AD) (3) **HIST-2110** (World Civilization, 1500 AD – Present) (3)

Math (3-4 credits) **(15-16 combined Science/Math credit minimum requirement for AS degree)**	**Choose from:** • **MATH-1150** (College Algebra) (4) • **MATH-1170** (Mathematical Applications) (3) • **MATH-1180** (Math for Elementary Teachers) (3) • **MATH-2170** (Applied Statistics)
Natural Science (4 credits from one area) (**15-16 combined Science/Math credit minimum requirement for AS degree)**	**Choose from:** • **Any BIOS Biological Lab Science (4)** • **Any CHEM Chemistry Lab Science (4)** • **Any PHYS Physical Lab Science (4)**
Personal Development (3 credits)	**PRDV-1010** Achieving College Success (3)
Social Science (3 credits from 1 area)	**<u>ECON / POLITICAL SCIENCE / HISTORY</u>:** **ECON-1230** (General Economics) (3) **ECON-2110** (Principles of Macroeconomics) (3) **ECON-2120** (Principles of Microeconomics) (3) **HIST-2010** (American History I) (3) **HIST-2020** (American History II) (3) **HIST-2060** (History of Nebraska) (3) **HIST-2580** (History of the American West((3) **POLS-1000** (American Government) (3) **POLS-1600** (International Relations) (3) **<u>RACE / ETHNICITY / GENDER</u>:** **ANTH-2130** (Mexican-American/Native-American Cultures) (3) **PHIL-1060** (Introduction to Ethics) (3)

	PHIL-2610/RELS-2610 (Comparative Religions/Intro to Comparative Religions) (3) **SOCI-2150** (Issues for Unity and Diversity) (3) **SOCI-2250** (Marriage and Family) (3) **<u>SOCIAL / BEHAVIORAL</u>:** **PSYC-1810** (Intro to Psychology) (3) **SOCI-1010** (Intro to Sociology) (3)

Required Program Specific Coursework

Students will select a specific emphasis area of interest in which they will complete a specific recommended curriculum to complete an AS degree.

Program Specific Coursework **26-27 credits**

Minimum Total Credits for AS **60 credits**

Academic Policies

Academic Transfer

Transferring Credits to WNCC

Non-Traditional or Experiential Learning Credit

Students whose special study or other unique experiences have given them proficiency equal to that ordinarily attained by students completing the course may be granted credit in that course in accordance with the following regulations:

- Non-traditional credit may not be acquired in college courses in which the student has previously enrolled or in academic disciplines where credit has already been earned in a more advanced course.
- WNCC participates in the College Level Examination Program (CLEP) in both subject and general areas. Satisfactory scores in the general examination of CLEP may be used to earn up to 25 credits. Details concerning the earning of credit by this method can be obtained directly from the Student Life and Engagement Center.
- Credit may be awarded for those courses covered by the College Board's Advanced Academic Information Placement Program (AP) examinations. An official report must be submitted to the Registrar's Office documenting that the student has completed the examination with a rating of at least "3" in order for credit to be awarded.
- Credits by Advanced Placement or CLEP examinations earned by persons not enrolled at WNCC are held pending subsequent enrollment. A grade of "P" is listed. Failures are not recorded.
- WNCC accepts Military Training credit as recommended by the American Council on Education.

A maximum of 12 credits of experiential learning credit may be earned in subject areas included in the *College Catalog*. Inquire with the Registrar for further information.

Note: Not all colleges accept credits by advanced placement or experiential learning. Students earn those credits at their own risk.

Transfer of Credits to WNCC

Students wishing to transfer into WNCC credits earned at other accredited post-secondary institutions must have an official transcript sent directly from that institution to the WNCC Registrar for evaluation. The Registrar and the applicable department faculty determine transferability based on equivalency of courses requested for transfer to WNCC. As part of that determination, the college evaluates the depth and breadth of course content. Only courses that are similar in content are applied toward a WNCC degree, diploma, or certificate. Nontraditional coursework (CLEP, Experiential Learning Credit, etc.) must be documented and is subject to review by the Registrar and the appropriate division. Transfer credit is given for classes in which a grade of C- or better is earned from a regionally accredited institution. Transfer of courses from non-accredited institutions are subject to division approval.

Transferring Credits from WNCC

Associate Degrees

The Associate of Arts (AA) and Associate of Science (AS) degrees prepare students for transfer to a four-year college or university.

To receive a degree from Western Nebraska Community College, a student must meet the requirements stated previously in this catalog. AA and AS degrees are based on the requirements listed herein, and the emphasis area listings that follow are recommended courses of study. It is the student's responsibility to know the requirements for his or her chosen degree.

Four-year colleges and universities have their own requirements for a bachelor's degree. Students who plan to transfer to a four-year college/university should consult their faculty advisor and transfer advisor early in their WNCC career to determine the appropriate curriculum.

Any student planning to transfer to the University of Wyoming should be aware that the American Government course transfers; however, the student will be required to take a test in Wyoming History and Government to fulfill the Wyoming government and constitution requirement mandated by the State Legislature.

A student who lacks a high school diploma or GED and is enrolled in academic transfer courses may take a maximum of 15 credits. Enrolling in further academic transfer courses requires a high school diploma or GED. Additionally, students accumulating 12 credits of coursework must take the ACCUPLACER® or provide documentation verifying an ACCUPLACER® exemption before enrolling in more courses.

The Nebraska Transfer Initiative

The Nebraska Transfer Initiative is a cooperative effort by Nebraska's public and private higher education institutions to facilitate transfer of students who have earned an Associate of Arts degree in to baccalaureate-level programs. The core of this initiative is a common

general education cluster of courses. The student, in consultation with an assigned faculty advisor, transfer advisor, and the institution to which the student is transferring, should select the remainder of credits required for the Associate of Arts degree.

The initiative provides a smooth transition with a minimum loss of time and credit when the baccalaureate granting institution in Nebraska accepts it. Effectively, through this initiative, associate's and baccalaureate-granting institutions are equal partners in providing the first two years of a baccalaureate degree.

Essentially, any student who has successfully completed the courses identified in the articulated Associate of Arts General Education Core curriculum (below) with an equivalent of a C (2.0 on a 4.0 scale) or higher and is admitted in transfer to a participating institution is:

- granted standing comparable to current students who have completed the same number of equivalent credit courses toward an associate/baccalaureate level degree; and
- able to progress toward an associate/baccalaureate degree completion at a rate comparable to that of students who entered the associate/ baccalaureate institution as first-time freshmen.

Participating institutions in this initiative include:

- Bellevue University
- Central Community College Area
- Chadron State College
- Clarkson College
- College of Saint Mary
- Concordia College
- Grace University
- Hastings College
- Little Priest Tribal College
- Metropolitan Community College Area
- Midland Lutheran College
- MidPlains Community College Area
- Nebraska Christian College
- Nebraska Methodist College
- Nebraska Wesleyan University
- Northeast Community College Area
- Peru State College
- Southeast Community College Area
- Union College
- University of Nebraska
- Wayne State College
- Western Nebraska Community College
- York College

To view the Nebraska Transfer Initiative Associate of Arts degree courses matrix, visit **ncca.ne.gov/ncca/netransferinitiative.html**.

For more information on this Initiative and specific institutional requirements, please contact transfer advisor and the institution to which you are transferring.

Reverse Transfer

Students who transfer before they graduate from WNCC are eligible to take advantage of the reverse transfer program. Reverse transfer simply involves requesting transcripts be sent from the credit granting institution to WNCC for review. If the courses taken at the credit granting institution meet the missing requirements for a student's associate's degree, WNCC will award the degree. This program allows students to finish their associate's degree while pursuing their studies at another accredited institution of higher education.

Assessment Philosophy & Purpose

As an institution, WNCC has a tradition of assessing student learning. As the college looks to the future, it seeks to improve academic achievement. As a part of the mission of the college, WNCC believes that the philosophy and purpose of assessing student academic achievement is to accomplish the following:

- improve student learning;
- involve all members of the college community and appropriate advisory committees;
- measure student learning in all phases of the academic program, but especially the competence of graduates; and
- implement quality improvement based on data collection, analysis, planning, and allocation of resources.

ACCUPLACER® Basic Skills Assessment

WNCC strives to assist students in the successful pursuit of educational and career goals. In order to best serve the needs of students and contribute to their success, it is necessary that WNCC know the characteristics of its students both as individuals and as a group. To assist in effective advising, a pre-enrollment assessment called ACCUPLACER® is used. ACCUPLACER® measures basic skills in the areas of writing, reading, and mathematics

and helps determine placement in courses with an assessment score prerequisite.

ACCUPLACER® is administered to:

- students enrolling in English, reading, or mathematics courses;
- students enrolling in courses with English, reading, or math prerequisites; or
- students who have accumulated 12 credits of coursework.

Notes

- The ACCUPLACER® requirement is waived for students who already possess a college degree from an accredited institution of higher education. The Registrar must receive official transcripts verifying the degree prior to enrollment.

  A required degree of performance is necessary prior to enrolling in English, reading, and mathematics courses.

  Successful completion of English Composition, Reading Techniques, and/or College Algebra (or a higher-level math course) exempts the student from the corresponding ACCUPLACER® requirement.
- With a nominal retest fee, the student may retake ACCUPLACER®. However, it is recommended that the student wait two (2) weeks and complete 15 contact credits of documented intervening instruction before retesting. Study guides are available in the Student Life and Engagement Center. For further information regarding ACCUPLACER®, contact 308.635.6050.

Other Outcomes Assessment

Assessment is an ongoing process that provides information about student learning through the measurement of knowledge, skills, or abilities against defined competencies or learning outcomes. As the assessment program at WNCC evolves in response to findings acquired through various projects and activities, it is necessary that all members of the college community, including faculty, students, staff, and administration, assist the institution in its effort to improve teaching and learning.

Attendance

Western Nebraska Community College expects students to attend every meeting of the classes in which they are enrolled. Class attendance is essential to academic success. The college's attendance policy is as follows:

"When the number of 50-minute periods of absences equals the number of credit credits of the course, the instructor notifies the student and Student Services in writing. Authorized absences due to direct involvement in college-sponsored activities are excluded. After one more absence, the student may be administratively dropped from the course. The instructor may elect to inform the student and Student Services of this action in writing. Absences incurred during the 48 credits immediately preceding or following an official college holiday is treated as a double absence."

Instructors may use the above stated policy or one that is more lenient. It is the responsibility of the instructor to inform students of any attendance policy implemented in their class.

It is the student's responsibility to understand and follow the instructor's attendance policy.

Cooperative Education

(Internships and Practicums)

Cooperative Education at WNCC provides a link between various outside businesses, industries, or agency elements enhancing a student's achievements while pursuing a specific program of study. Cooperative Education experiences make on campus studies more meaningful and stimulating by providing students with opportunities to apply classroom theory to real world situations. Cooperative Education provides real-world situations to encourage the development of good work habits and attitudes. These opportunities also cultivate an understanding of the importance of taking professional responsibility and initiative, and to attain the interpersonal skills to work harmoniously with others. Students will obtain first hand appraisal of their capabilities, interests, and preferences.

Cooperative Education consists of two options:

- Internships
- Practicums

Students with an interest in and/or requirement for an internship or practicum will make appropriate arrangements through the coordinating instructor in their area. Certain programs of study at WNCC have Cooperative Education opportunities included as part of the regular curriculum.

Cooperative Education is available during fall, spring, or summer semesters and is open to regular students who have declared a major in the field in which their internship or practicum is offered. The hours earned through internship and practicum will become part of the student's regular course load for that semester. Standard tuition and fees are assessed and must be paid as with any other credit-bearing course. A student earns one college

credit per 60 hours of internship or 45 hours of practicum experience.

In order to take part in a Cooperative Education project, students must meet the GPA and completed credit hour requirements as outlined in the master syllabus for each program. Prior to beginning an Internship or practicum, the employer, coordinating instructor, and student meet to develop a training agreement. The coordinating instructor, after consulting with the employer and the student, determines the number of credits hours the student will earn upon completion of the experience. The number of credit hours earned will depend upon the length of employment and total hours worked.

Once the training agreement is in place, the coordinating instructor will make periodic visits or phone calls to the respective internship or practicum site for evaluative purposes and will ultimately determine the final grade. A maximum of 12 internship or practicum credit hours will be applied toward a degree.

Note: A veteran may not be eligible to receive VA benefits and participate in Cooperative Education. Please check with the Military and Veterans Affairs Office before proceeding.

Course/Credit Information

Course Abbreviations

Western Nebraska Community College uses the following standard abbreviations for academic subject areas as part of its course designations and descriptions. The first four characters, as presented below, represent the specific academic subject area.

ACCT Accounting
AGRI Applied Agriculture Technology
ADNR Nursing (Associate Degree)
AMDT Advanced Manufacturing Technology
ANTH Anthropology
ARTS Art
ATHC Physical Education/Coaching
AUTB Auto Body Technology
AUTO Automotive Technology
AVIA Aviation Maintenance
BIOS Biological Sciences
BSAD Business Administration
BSTC Business Technology
CHEM Chemistry
CRIM Criminal Justice
DRAF Drafting Technology
ECED Early Childhood Education
ECON Economics
EDUC Education
EMTL Emergency Medical Services
ENGL English
ENGR Engineering
ESLX English as a Second Language
GEOL Geology
GBST Global Studies
HIMS Health Information Technology
HIST History
HLTH Health Occupations
HUMS Humanities
HUSR Human Services
INFO Information Technology
LPNR Nursing (Practical)
MATH Mathematics
MEDT Medical Laboratory Technician
MNGT Management
MRKT Marketing
MUSC Music
NURA Nursing (Assistant/Aide)
NURS Nursing
PHED Physical Education
PHIL Philosophy
PHOT Photography
PHYS Physical Sciences
POLS Political Science
PRDV Personal Development
PSYC Psychology
REES Real Estate
SOCI Sociology
SPAN Spanish
SPCH Speech
SURT Surgical Technology
THEA Theatre Arts
TRAN Transportation
UTIL Powerline Construction and Maintenance
WELD Welding Technology

Course Numbering

1. Courses offered at Western Nebraska Community College have an eight-character code grouped in three (3) sections.
2. The first four characters (NNNNxxxx) represent the academic subject area in which the course is normally taught.
3. The fifth character (xxxxNxxx) represents the level of the course.
4. The sixth, seventh, and eighth characters (xxxxxNNN) represent the specific course number.

This system of course coding provides identification of courses by discipline and level as well as transferability with other institutions.

1. If both the fifth and sixth characters are "zero" (xxxx00xx) these courses are developmental in nature. Developmental courses do not meet graduation requirements for associate degrees, diplomas, or certificates.
2. If only the fifth character is a "zero" (xxxx0xxx) the courses are not transferable and do not meet graduation requirements for AA or AS degrees, but meet graduation requirements for the AAS and AOS degree.
3. If the fifth character is "one" (xxxx1xxx) it is a freshman level course offering; and if "two" (xxxx2xxx) a sophomore level course offering.
4. The sixth and seventh characters are assigned to identify each specific course.
5. All special topics seminars end in "980" (xxxxx980) and directed independent studies in "990" (xxxxx990).

Course Offerings

The college reserves the right to select the courses offered during any semester. Course offerings are announced in the official schedule for the semester but are contingent upon sufficient enrollment levels and staff availability. Course scheduling is subject to change without prior notification.

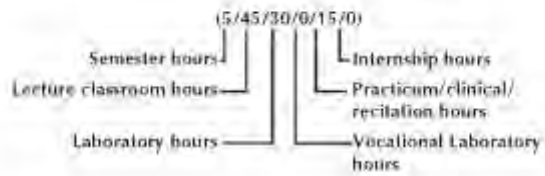
Credit

The unit of measure for a course is a credit; one credit is earned in a course that is scheduled for one class hour per week for a 15-week semester. An exception to this rule is for labs associated with a lecture course. For labs, two or three class credits in the laboratory are required for a single credit.

Credits for each course are indicated after the course title and are awarded in accordance with the minimum requirements as follows:

a. Lecture Classroom: A supervised lecture (15 contact credits per credit).
b. Laboratory: A supervised laboratory experience (30 contact credits per credit).
c. Vocational Laboratory: A supervised laboratory experience in a vocational field (45 contact credits per credit).
d. Practicum/Clinical/Recitation: A supervised experience in a clinical setting either on or off campus (45 contact credits per credit).
e. Internship: An outside work experience governed by the college (60 contact credits per credit).

The diagram below accompanies each course description and appears on the master syllabus for each course. The "formula" describes the credit/contact credits required for a course.



Note: The following courses may be taken more than once for credit:

- MUSC-1160 Band
- MUSC-1200 Collegiate Chorale
- MUSC-1220 Fort Sidney Centennial Band
- MUSC-1230 Fire in the Pan Swingers
- MUSC-1240 Varsity Vocalise
- MUSC-1260 WNCC Studio Band
- SPCH-1210 Speech and Debate
- THEA-1760 All College Play

Gainful Employment (GE) Program Disclosures

Regulations published in the *Federal Register* on October 29, 2010 require institutions to report certain information to students who enroll in Title IV-eligible education programs which lead to gainful employment in a recognized occupation. Those regulations also provide that institutions must disclose certain information about the institution's GE programs to prospective students.

WNCC has identified the following programs as meeting the requirement for GE programs. WNCC provides information to help our students and future students make informed decisions regarding their educational goals. For more information about our graduation rates, the median debt of students who completed the program, and other important information, visit **wncc.edu/equity**.

- Applied Agriculture Technology
- Auto Body Technology
- Automotive Technology
- Aviation Maintenance
- Business Technology

- Coding Technology
- Information Technology
- Nursing (Practical)
- Powerline Construction & Maintenance Technology
- Welding Technology

Graduation Requirements

In order to be accepted as a degree candidate, the student must show eligibility by completing a written degree audit with the Registrar by the graduation application deadline of the term they wish to graduate. This deadline is set for the second Friday of November for fall graduation, the second Friday of April for spring graduation, and the second Friday of June for summer graduation. Students must also meet the following minimum qualifications:

- all entrance requirements must be fulfilled;
- all financial obligations to the college must be paid; and
- a minimum of 60 credits must be earned with a grade point average of at least "C" on all WNCC credits.

The commencement ceremony takes place each year at the close of the spring semester.

Residency Requirements for Graduation

Residency requirements must be met in one of the following ways:

- Thirty (30) credits must be earned at WNCC; or
- The last 15 credits must be taken at WNCC.

Any exceptions to the residency requirements must meet with the express approval of the Vice President of Educational Services.

Program Review

A formal review of all instructional programs offered by Western Nebraska Community College takes place on a seven-year cycle, using a process developed by the Nebraska Coordinating Commission for Postsecondary Education (CCPE). In addition, all instructional programs are reviewed, as required, by internal departments and committees. Finally, advisory committees comprised of business and industry representatives provide recommendations regarding program content. A listing of the advisory committees of the college appears on page 10 of this catalog.

Tests and Examinations

Tests and examinations are an integral part of education. Not only do they provide motivation for study, they are used in the assessment of learning assessments and the evaluation of educational objectives. Tests and examinations may be administered in all courses at the discretion of the instructor.

Programs of Study

(Pre) Agriculture

AS.0100 (61 credits)
Associate of Science
Scottsbluff

The pre-agricultural emphasis area is designed to provide the student with a course of study that allows him/her the opportunity to complete an AS degree at WNCC, in addition to the first two years of coursework for articulation with the College of Agricultural Sciences and Natural Resources at the University of Nebraska-Lincoln, toward a Bachelor's of Applied Science degree.

The bachelor's-level courses through UNL are offered both on the main WNCC campus and online. This allows students in the Panhandle an opportunity to complete a bachelor's degree program at home.

Objectives

- Provide a basic knowledge of the natural sciences, allowing the student to develop an understanding of biological, physical, and chemical nature of agriculture and agriculturally related fields.
- Provide basic knowledge of economics and the role of agribusiness in the global economy.
- Provide a foundation of communication skills and working background in social sciences which will allow the student to work collaboratively.

Recommended Plan of Study

1st Semester		**Credits**
BIOS-1010	General Biology (101/101L)	4
ECON-2120	Principles of Microeconomics *	3
ENGL-1010	English Composition I (151)	3
MATH-1150	College Algebra (101)	4
PRDV-1010	Achieving College Success	3
	Total Credits	**17**
2nd Semester		**Credits**
BIOS-1380	General Zoology (112/112L)	4
BIOS-2460	Microbiology (111)	4
MATH-1210	Trigonometry (102)	3
	Oral Communication GE elective	3
	Total Credits	**14**
3rd Semester		**Credits**
BIOS-2120	Genetics (206)	4
CHEM-1090	General Chemistry (109)	4
ENGL-1020	English Composition II (101)	3
PHYS-1300	Physics I (141)	5
	Total Credits	**16**
4th Semester		**Credits**
BIOS-1300	General Botany (109)	4
CHEM-1100	General Chemistry II (110)	4
ECON-2110	Principles of Macroeconomics*	3
STAT-2170	Applied Statistics (218)	3
	Total Credits	**14**
	Total AS Credits	**61**

Recommended Additions to the Program *(if time allows)*

Class		**Credits**
BIOS-2000	Introduction to Scientific Research	1
BIOS-1401	Biological Sciences Internship (Through UNL Extension Services)	1

* UNL prefers ECON-2110 (Principles of Microeconomics) and ECON-2120 (Principles of Macroeconomics) which also fulfill WNCC's humanities and social science electives.

Notes

- **UNL equivalent course numbers appear in parenthesis above.**
- Students who plan to transfer to UNL should consult their faculty advisor and transfer advisor early in their WNCC career to determine their curriculum. Careful consideration should be given the course requirements of the Applied Science program at UNL to which the student is seeking admission. The following will serve as a guide to for those students:
  - UNL prefers SPCH-1110 (Public Speaking) – COMM-209 at UNL.
  - UNL accepts 60 credit credits toward the eventual Bachelors of Applied Science. College Algebra transfers as three (3) credits rather than four (4) and Trigonometry transfers as two (2) credits rather than three (3).
  - UNL requires additional ACE electives. These can be taken through UNL as soon as students apply
  - and are accepted for admission to UNL. These can also be taken while at WNCC. Courses offered at WNCC that satisfy the UNL ACE 9 requirement are HIST-2100 (HIST-120), HIST-2110 (HIST-121), and POLS-1600 (POLS-160).
  - Students who intend to transfer to UNL are encouraged to apply for admission early in their program. ACE elective classes can be taken through UNL during their time at WNCC to lessen

the credit load in the fourth semester and additionally guarantee maximum credit transfer.

Applied Agriculture Technology

Diploma
Certificate
Scottsbluff

This program emphasizes technical knowledge and skills related to crop production and livestock operations. Coursework provides learning related to agricultural machinery use and operation, facility and equipment maintenance, regulations governing agriculture, plant science, and animal science.

Objectives

- Demonstrate recognition of agricultural facility operation and compliance needs.
- Demonstrate understanding of how to safely operate agricultural machinery.
- Demonstrate awareness of broader (current and future) issues facing the agriculture industry.
- Obtain industry credentials recognized by the local workforce.

Diploma

D2.0199 (34 credits)

To earn a diploma in applied agriculture technology, students must complete nine (9) credits of general education requirements and 25 credits of required applied ag courses, 16 of which can be earned by completing the requirements for the applied agriculture basic certificate.

Gainful Employment (GE) – For more information about WNCC's graduation rates, the median debt of students who have completed this program, and other important information, please visit **wncc.edu/equity**.

Recommended Plan of Study

General Education Requirements 9 credits

Course		Credits
ENGL-0500	Workplace Writing (or higher)*	3
MATH-1020	Technical Mathematics (or higher)*	3
PRDV-1010	Achieving College Success	3
	Total Gen Ed Requirements	**9**

*English and math course selections are dependent on writing and math proficiency based on assessment. Students should consult with their academic advisor about specific general education courses required.

Applied Ag Requirements 25 credits

Course		Credits
AGRI-1005	Intro to Applied Agriculture	3
AGRI-1010	Agricultural Regulations or Elective (see advisor)	3
AGRI-1020	Weed and Pest Control	3
AGRI-1100	Agriculture Machinery	3
AGRI-1370	Water Systems Management	3
AGRI-1400	Ag Commercial Vehicle Operation	3
AGRI-2000	Emerging Agriculture Issues	3
AGRI-2500	Field Practicum/Internship	3
AMDT-1000	OSHA-10	1
	Total Applied Ag Requirements	**25**
	Total Diploma Credits	**34**

Certificate

C1.0199A (16 credits) Applied Agriculture Basic

C1.0199B (16 credits) Agriculture Welder

WNCC offers two certificate programs in applied agriculture – a basic program and one focusing on welding. The credits earned for the basic applied agriculture certificate fulfill 16 credits of the requirements for a diploma in applied agriculture.

Gainful Employment (GE) – For more information about WNCC's graduation rates, the median debt of students who have completed this program, and other important information, please visit **wncc.edu/equity**.

Recommended Plan of Study

Applied Agriculture Basic Certificate

Course		Credits
AGRI-1020	Weed and Pest Control	3
AGRI-1100	Agriculture Machinery	3
AGRI-1370	Water Systems Management	3
AGRI-1400	Ag Commercial Vehicle Operation	3
AGRI-2500	Field Practicum/Internship	3
AMDT-1000	OSHA-10	1
	Total Credits	**16**

Agricultural Welder Certificate

Course		Credits
AGRI-1100	Agricultural Machinery	3
AGRI-1370	Water Systems Management	3
AMDT-1000	OSHA-10	1
	Agricultural elective	3

	Welding electives	6
	Total Credits	**16**

Auto Body Technology

Associate of Occupational Studies (AOS)
Diploma
Certificate
Scottsbluff

This program offers the necessary laboratory and technical information to train students in all areas of the auto body field.

Objectives

- Develop in each student safe, clean work habits, attitudes, and skills.
- Provide an opportunity to learn by doing under conditions similar to those in an auto body shop.
- Develop habits of good customer relations.
- Train students in metalwork, painting, front-end alignment, framework, and other related activities.
- Develop knowledge of correct shop techniques and equipment usage.

Associate of Occupational Studies (AOS)

AOS.4706 (67-69 credits)

For the AOS in auto body technology, students will complete 67-69 credits including minimum of 15 general education credits. It is highly recommended that students complete an internship as part of this program. Each student's final education plan must be approved by his/her faculty advisor and the chair of Applied Technology.

Notes

- Students may enroll in an internship after maintaining a 3.0 GPA in 12 or more credits of coursework in auto body technology.

Recommended Plan of Study

1st Semester		**Credits**
AUTB-1150	Non-Structural Analysis & Damage Repair I	6
AUTB-2150	Non-Structural Analysis & Damage Repair II	6
ENGL-0500	Workplace Writing (or higher)*	3
WELD-1070	Auto Body Welding	3
	Total Credits	**18**

2nd Semester		**Credits**
AUTB-1170	Paint & Refinish I	6
AUTB-1200	Plastics & Adhesives	3
AUTB-2170	Paint & Refinish II	6
MATH-1020	Technical Math (or higher)*	3
	Total Credits	**18**

3rd Semester		**Credits**
AUTB-1220	Electrical & Mechanical Components	3
AUTB-1400	Structural Analysis & Damage Repair I	6
AUTB-2500	AUTB Internship	1-3
	or	
	Technical elective	
	Social Science GE electives	6
	General Education elective	3
	Total Credits	**16-18**

4th Semester		**Credits**
AUTB-1240	Special Finishes	3
AUTB-2400	Structural Analysis & Damage Repair II	6
AUTO-1350	Automotive Heating & Air Conditioning	3
SPCH-1200	Human Communication	3
	Total Credits	**15**
	Total AOS Credits	**67-69**

*English and math course selections are dependent on writing and math proficiency based on assessment. Students should consult with their academic advisor about specific general education courses required.

Diploma

D2.4706 (43-46 Credits)

The diploma in auto body technology is designed to fulfill at least 46 credits of the AOS degree. Students must complete six (6) credits of required general education courses. Students must also complete 40 credits of technical coursework for a minimum credit total of 46 credits. It is highly recommended that students complete an internship as part of this program. Each student's final plan must be approved by his/her faculty advisor and the chair of the Division of Business and Applied Technology.

Gainful Employment (GE) – For more information about WNCC graduation rates, the median debt of students who completed this program, and other important information, please visit our website at **wncc.edu/equity**.

Notes

- Students may enroll in an internship after maintaining a 3.0 GPA in 24 or more credits of auto body technology and a 2.5 cumulative GPA.

Recommended Plan of Study

1st Semester		Credits
AUTB-1150	Non-Structural Analysis & Damage Repair I	6
AUTB-2150	Non-Structural Analysis & Damage Repair II	6
ENGL-0500	Workplace Writing (or higher)*	3
WELD-1070	Auto Body Welding	3
	Total Credits	**18**
2nd Semester		**Credits**
AUTB-1170	Paint & Refinish I	6
AUTB-1200	Plastics & Adhesives	3
AUTB-2170	Paint & Refinish II	6
MATH-1020	Technical Math (or higher)*	3-4
	Total Credits	**18-19**
3rd Semester		**Credits**
AUTB-1220	Electrical & Mechanical Components	1-3
AUTB-1400	Structural Analysis & Damage Repair I	6
AUTB-2500	AUTB Internship or Technical elective	6
	Total Credits	**13-15**
	Total Diploma Credits	**43-46**

*English and math course selections are dependent on writing and math proficiency based on assessment. Students should consult with their academic advisor about specific general education courses required.

Certificate

C2.4706 (30-37 Credits)

The certificate in auto body technology is designed to fulfill at least 30 credit credits of the auto body technology diploma. Students must complete three (3) credits of English and three (3) credits of math or show competency in writing and mathematics by assessment. An industry certification test will waive the writing and mathematics requirement.

Gainful Employment (GE) – For more information about WNCC graduation rates, the median debt of students who completed this program, and other important information, please visit our website at **wncc.edu/equity**.

Recommended Plan of Study

1st Semester		Credits
AUTB-1150	Non-Structural Analysis & Damage Repair I	6
AUTB-2150	Non-Structural Analysis & Damage Repair II	6
ENGL-0500	Workplace Writing (or higher)*	3
WELD-1070	Auto Body Welding	3
	Total Credits	**18**
2nd Semester		**Credits**
AUTB-1170	Paint & Refinish I	6
AUTB-1200	Plastics & Adhesives	3
AUTB-2170	Paint & Refinish II	6
MATH-1020	Technical Math (or higher)*	3-4
	Total Credits	**18-19**
	Total Certificate Credits	**30-37**

*English and math course selections are dependent on writing and math proficiency based on assessment. Students should consult with their academic advisor about specific general education courses required.

Automotive Technology

Associate of Occupational Studies (AOS)
Certificate
Scottsbluff

Upon completion of this program, the student possesses skills and knowledge required for employment in the automotive industry. The automotive technology curriculum includes information on vehicles from a variety of manufacturers, both foreign and domestic.

Technical Standards

Upon successful completion of a course of study in one of the aspects of the automotive maintenance and repair, students will be able to:

- Demonstrate safe, clean work habits, attitudes, and proficiencies required in the area of automotive maintenance, problem diagnosis, repair, function/appearance restoration, or paint and refinishing.
- Demonstrate a professional work ethic and cooperative attitude necessary for successful employment in a service industry.
- Perform repairs under conditions similar to those found in the automotive industry.
- Work effectively with others in order to accomplish tasks requiring collaboration or teamwork to complete the job.

- Research shop manuals and Internet sites for correct repair procedures or specifications and write a descriptive work order upon completion of repairs.
- Identify, select, and utilize correct tools, workshop techniques, and equipment to accomplish complete projects commonly found in the automotive industry.
- Apply individual and clustered skill sets listed in the competency task lists relating to various aspects of automotive industry maintenance and repair.
- The overall performance standards for the automotive technology program link to an extensive set of subject-area criteria which cover not only knowledge levels but skills demonstrations verified through the required completion of specified tasks established by the National Association of Automotive Technicians Education Foundation (NATEF) in accordance with expectations from the National Institute for Automotive Service Excellence (ASE).

Objectives

- Develop in each student safe, clean work habits, attitudes, and skills.
- Provide information concerning the vocational opportunities offered in this area of technological development.
- Provide the student the opportunity to learn by doing under high quality conditions similar to those found in advanced automotive industry settings.
- Assist the student to learn to work effectively with others.
- Develop in each student, knowledge of correct lab techniques and equipment usage, resulting in an intelligent and effective application of these skills in the performance of assigned duties.
- Develop in each student the technical and academic knowledge necessary to expand on lifelong learning as the automotive industry continually updates.

Gainful Employment (GE) – For more information about WNCC graduation rates, the median debt of students who completed this program, and other important information, please visit our website at **wncc.edu/equity**.

Note:

The curriculums for the certificate and AAS degree in automotive technology, as well as a new diploma program, are under review and revision. Please contact the lead faculty for automotive technology at 308.635.6087 for specific information about the programs.

Aviation Maintenance

Associate of Occupational Studies
Certificate
Sidney

The Aviation Maintenance Technician program at WNCC is approved by the Federal Aviation Administration (FAA). The program prepares students for entry-level aviation maintenance technician positions.

The Aviation Maintenance program is broken into three phases—general phase, airframe maintenance phase, and power plant phase—for a minimum total of 1900 clock credits. Upon successful completion, the student is eligible to take the FAA examinations for the airframe and power plant license.

Technical Standards

Technical standards for the aviation maintenance program at Western Nebraska Community College are promulgated upon an extensive set of subject-area criteria which cover not only knowledge levels but skills demonstration established by the FAA in in Subpart D of Part 65 of the Federal Aviation Regulations (FAR's), part of Title 14 of the *Code of Federal Regulations*. The criteria can be found at **rgl.faa.gov/Regulatory_and_Guidance_Library** and should be carefully reviewed by prospective students in order to best understand the scope and demands of training. The curriculum for the program is specified in Part 147 – Aviation Maintenance Technician Schools.

Objectives

- Develop in each student safe, clean work habits, attitudes, and skills.
- Develop a thorough knowledge of Federal Aviation Regulations.
- Develop knowledge and skills of all phases of aviation repair.
- Allow students to acquire, develop, and apply both academic knowledge and practical skills.
- Provide students the opportunity to explore aviation technology careers.
- Allow students to individualize their plan of study, (within parameters and with the help of their assigned faculty advisor).
- Allow students to incorporate business and industry courses into their individual plan of study.
- Prepare students for the FAA Exams.

Notes

- Course availability may differ from semester to semester. See advisor prior to registration.

- Credit for previous courses and military training can be applied toward the program requirements.

Associate of Occupational Studies

AOS.4901 (88-90 Credits)

The AOS degree is designed to increase student opportunities in the field of aviation maintenance. Students must successfully complete a minimum of 15 credits of general education as well. Coursework for the AOS must be pre-approved by the assigned faculty advisor and the chair of Applied Technology must approve each student's final plan. It is highly recommended that students complete an internship as part of the AOS program.

Recommended Plan of Study

1st Semester		**Credits**
AVIA-1060	General Phase I	6
AVIA-1070	General Phase II	6
AVIA-1080	General Phase III	6
ENGL-0500	Workplace Writing (or higher)*	3
	Total Credits	**21**
2nd Semester		**Credits**
AVIA-1110	Airframe I	6
AVIA-1120	Airframe II	6
AVIA-1130	Airframe III	6
MATH-1020	Technical Math (or higher)*	3
	Total Credits	**21**
3rd Semester		**Credits**
AVIA-1140	Airframe IV	3
AVIA-1150	Airframe V	3
AVIA-1160	Airframe VI	3
AVIA-1210	Power Plant Phase I	3
AVIA-1220	Power Plant Phase II	3
AVIA-1230	Power Plant Phase III	3
	Total Credits	**18**
4th Semester		**Credits**
AVIA-1240	Power Plant Phase IV	6
AVIA-1250	Power Plant Phase V	6
AVIA-1260	Power Plant Phase VI	6
	Total Credits	**18**
5th Semester		**Credits**
AVIA-2500	AVIA Aviation Internship	1-3
SPCH-1200	Human Communications	3
	General Education elective	3
	Social Science elective	3
	Total Credits	**10-12**
	Total AOS Credits	**88-90**

*English and math course selections are dependent on writing and math proficiency based on assessment. Students should consult with their academic advisor about specific general education courses required.

Certificate

C2.4901 (72–78 Credits)

The certificate in aviation maintenance is designed to fulfill at least 72 credits of the AOS Degree. Students must complete three (3) credits of English and three (3) credits of math or show competency in writing and mathematics by assessment. An industry certification will waive the writing and mathematics requirement.

NOTE: The credit hours for a certificate in Aviation exceed the college's definition due to industry requirements.

Gainful Employment (GE) – For more information about WNCC graduation rates, the median debt of students who completed this program, and other important information, please visit our website at **wncc.edu/equity**.

Recommended Plan of Study

1st Semester		**Credits**
AVIA-1060	General Phase I	6
AVIA-1070	General Phase II	6
AVIA-1080	General Phase III	6
ENGL-0500	Workplace Writing (or higher)*	3
	Total Credits	**18-21**
2nd Semester		**Credits**
AVIA-1110	Airframe I	6
AVIA-1120	Airframe II	6
AVIA-1130	Airframe III	6
MATH-1020	Technical Math (or higher)*	3
	Total Credits	**18-21**
3rd Semester		**Credits**
AVIA-1140	Airframe IV	3
AVIA-1150	Airframe V	3
AVIA-1160	Airframe VI	3
AVIA-1210	Power Plant Phase I	3
AVIA-1220	Power Plant Phase II	3
AVIA-1230	Power Plant Phase III	3
	Total Credits	**18**
4th Semester		**Credits**
AVIA-1240	Power Plant Phase IV	6

AVIA-1250	Power Plant Phase V	6
AVIA-1260	Power Plant Phase VI	6
	Total Credits	**18**
	Total Certificate Credits	**72-78**

*English and math course selections are dependent on writing and math proficiency based on assessment. Students should consult with their academic advisor about specific general education courses required.

Biology/Ecology

AS.2601A (61 Credits)
Associate of Science
Scottsbluff

This emphasis area provides the student with comprehensive coverage of the natural world. This course of study is designed to meet the needs of students wishing to gain technical knowledge for entry into other related areas within the field of biology as well as those seeking a general acquaintance with the field.

Objectives

- Provide a basic understanding of the life processes while affording the opportunity to become better acquainted with the natural world.
- Stimulate interest in the biological sciences as a possible career goal.
- Provide the necessary knowledge, understanding, and techniques to better manage better and conserve the environment.
- Instill a sense of appreciation for the often-unseen beauty in the living world.
- Teach the fundamental techniques necessary to employ the scientific method in researching the biological sciences.
- Make the student aware of the importance of a career dealing with the care and management of our renewable resources.
- Provide an educational experience that allows the student to complete the transition to a four-year college or university with relative ease.

Notes

- Students who plan to transfer to a four-year college or university should consult their faculty advisor and transfer advisor early in their WNCC career to determine a curriculum best suited to their transfer goals.
- In addition to the general education requirements for the AS degree, 23 credits of core courses and 19 credits of electives are required for the degree in biology/ecology.
- Depending on the choice of electives, it is possible that the total credits earned for the AS degree will exceed 60 credit credits.
- Students should understand that the courses included in the lists of core requirements and recommended electives will be required by receiving institutions at some point in their journey to the bachelor's degree.

Core Requirements (23 credits)

- A minimum of 15-16 credits of combined science and math credits are required for the AS degree. This must include a minimum of three (3) credits of math and four (4) credits of science from BIOS, CHEM or PHYS options.

Class		Credits
BIOS-1010	General Biology (and lab)	4
BIOS-1380	General Zoology (and lab)	4
CHEM-1090	General Chemistry I (and lab)	4
CHEM-1100	General Chemistry II (and lab)	4
MATH-1150	College Algebra	4
MATH-1210	Trigonometry	3

Recommended electives or courses required for transfer (19 credits selected from below):

Class		Credits
BIOS-1300	General Botany (and lab)	4
BIOS-2120	Genetics (and lab)	4
BIOS-2460	Microbiology (and lab)	4
CHEM-2510	Organic Chemistry I (and lab)	4
CHEM-2520	Organic Chemistry II (and lab)	4

Recommended Plan of Study

1st Semester		Credits
BIOS-1010	General Biology (and lab)	4
CHEM-1090	General Chemistry I (and lab)	4
ENGL-1010	English Composition I	3
MATH-1150	College Algebra	4
PRDV-1010	Achieving College Success	3
	Total Credits	**18**

2nd Semester		Credits
BIOS-1300	General Botany (and lab)	4
	or	
BIOS-1380	General Zoology (and lab)	
CHEM-1100	General Chemistry II (and lab)	4
ENGL-1020	English Composition II	3

	Oral Communication GE elective	3
	Total Credits	**14**
3rd Semester		**Credits**
BIOS-2120	Genetics (and lab)	4
CHEM-2510	Organic Chemistry I (and lab)	4
MATH-1210	Trigonometry	3
	Social Sciences GE elective	3
	Total Credits	**14**
4th Semester		**Credits**
BIOS-1300	General Botany (and lab)	4
	or	
BIOS-1380	General Zoology (and lab)	
BIOS-2460	Microbiology (and lab)	4
CHEM-2520	Organic Chemistry II (and lab)	4
	Humanities GE elective	3
	Total Credits	**15**
	Total AS Credits	**61**

(Pre) Biomedical Research

AS.2601 (65 Credits)
Associate of Science
Scottsbluff

The pre-biomedical research emphasis area is designed to provide the student with a course of study that allows him/her the opportunity to be admitted to and successfully complete a degree program in biomedical research. This degree of study provides one student per year the opportunity to be accepted into the INBRE (Nebraska Biomedical Research Program) and attend one of six universities in Nebraska that participate in the program.

Objective

- To provide the basic science and general education courses needed to attain an AS degree from WNCC and transfer to a biomedical research program at a four-year college or university.

Notes

- Students who plan to transfer to a four-year college or university should consult their faculty and transfer advisors early in their WNCC career to determine a curriculum best suited to their transfer goals.
- In addition to the general education requirements for the AS degree, 23 credits of core courses and 19 credits of electives are required for the degree in pre-biomedical research.
- Depending on the student's choice of electives, it is possible that the total credits earned for the AS degree will exceed 60 credit credits.
- Students should understand that the courses included in the lists of core requirements and recommended electives will be required by receiving institutions at some point in their journey to the bachelor's or professional degree.

Core Requirements (23 credits)

- A minimum of 15-16 credits of combined science and math credits are required for the AS degree. This must include a minimum of three (3) credits of math and four (4) credits of science from BIOS, CHEM or PHYS options.

Class		**Credits**
BIOS-2250	Human Anatomy & Physiology I (and lab)	4
BIOS-2260	Human Anatomy & Physiology II (and lab)	4
CHEM-1090	General Chemistry I (and lab)	4
CHEM-1100	General Chemistry II (and lab)	4
MATH-1150	College Algebra	4
MATH-1210	Trigonometry	3

Recommended electives or courses required for transfer (19 credits selected from below):

Class		**Credits**
BIOS-1010	General Biology (and lab)	4
BIOS-1380	General Zoology (and lab)	4
BIOS-2120	Genetics (and lab)	4
BIOS-2460	Microbiology (and lab)	4
CHEM-2510	Organic Chemistry I (and lab)	4
CHEM-2520	Organic Chemistry II (and lab)	4

Recommended Plan of Study

1st Semester		**Credits**
BIOS-1010	General Biology (and lab)	4
CHEM-1090	General Chemistry I (and lab)	4
ENGL-1010	English Composition I	3
MATH-1150	College Algebra	4
PRVD-1010	Achieving College Success	3
	Total Credits	**18**
2nd Semester		**Credits**
BIOS-1380	General Zoology (and lab)	4
CHEM-1100	General Chemistry II (and lab)	4
ENGL-1020	English Composition II	3
MATH-1210	Trigonometry	3
	Humanities GE elective	3
	Total Credits	**17**

3rd Semester		Credits
BIOS-2120	Genetics (and lab)	4
BIOS-2250	Human Anatomy & Physiology I (and lab)	4
CHEM-2510	Organic Chemistry I (and lab)	4
	Oral Communication GE elective	3
	Total Credits	**15**

4th Semester		Credits
BIOS-2260	Human Anatomy & Physiology II (and lab)	4
BIOS-2460	Microbiology (and lab)	4
CHEM-2520	Organic Chemistry II (and lab)	4
	Social Sciences GE elective	3
	Total Credits	**15**
	Total AS Credits	**65**

Business Administration

Associate of Arts
Associate of Science
Alliance • Scottsbluff • Sidney

The Business Administration Program offers courses in the areas of accounting, marketing, business law, management, and management information systems, along with specific general education courses to provide students with the first two years of a baccalaureate degree in business. The suggested curriculum meets the requirements for admission as a junior to degree programs in business administration and accounting at many colleges and universities. Students are also provided the opportunity to combine business administration with an area of emphasis in management information systems.

Degree options are available in:

- Accounting
- Business administration
- Management Information Systems (MIS).

Objectives

- Provide coursework for the first two years of a baccalaureate degree in accounting, business, or management information systems.
- Promote and help students develop lifelong learning skills needed for professional and personal growth.
- Provide a basis for student understanding of the principles, concepts, and theories that affect business by offering specific accounting, business, and management information systems courses.

Notes

- The AA program options are also available online. (Some optional courses within the programs may not be available online.)
- Students who plan to transfer to a four-year college or university should consult their faculty and transfer advisors early in their WNCC career to determine a curriculum best suited to their transfer goals.
- Students who plan to transfer to Chadron State College should follow the Associate of Arts degree program.
- Students may enroll in an internship after completing 30 or more credits of the Business Administration program with a 3.0 or higher GPA. All internships must be pre-approved.
- Recommended social science courses:

Class		Credits
ECON-2110	Principles of Macroeconomics	3
ECON-2120	Principles of Microeconomics	3
POLS-1600	International Relations	3
SOCI-1010	Introduction to Sociology	3

- In addition to the 18 credits of required business core classes and the courses recommended for each option, students are required to complete the general education requirements for the AA degree (31-32 credits) or for the AS degree (33-34 credits).

Associate of Arts

Requirements

General Education Requirements For the AA — 31-32 credits

Required Business Admin Core — 18 credits

Class		Credits
ACCT-1200	Principles of Accounting I	3
ACCT-1210	Principles of Accounting II	3
BSAD-2500	Business Law	3
BSAD-2520	Principles of Marketing	3
BSAD-2540	Principles of Management	3
INFO-1100	Microcomputer Applications	3
	or	
INFO-2000	Advanced Microcomputer Applications	

Area of Emphasis Option — 12 credits

TOTAL Credits — 61-62 credits

Accounting Option (AA)

AA.A.5202E (61-62 Credits)

In addition to the general education requirements for an AA (31-32 credits) and the business core courses (18 credits), a total of 12 credits should be selected from the following groups:

Nine (9) to 12 credits should be selected from the following:

Class		Credits
ACCT-2200	Cost-Managerial Accounting	3
ACCT-2250	Individual Income Tax	3
ACCT-2310	Accounting: Computer Applications (QuickBooks)	3
ACCT-2500	Accounting Internship	3
ACCT-2800	National Certified Bookkeeper Prep	3
BSAD-2100	Managerial Finance	3

0 to three (3) credits can be selected from the following:

Class		Credits
ECON-2110	Principles of Macroeconomics	3
ECON-2120	Principles of Microeconomics	3
INFO-1030	Spreadsheets	3

Business Administration Option (AA)

AA.B.5202E (61-62 credits)

In addition to the general education requirements for an AA (31-21 credits) and the business core courses (18 credits), a total of 12 credits should be selected from ACCT, BSAD, ECON, or INFO courses.

Management Information Systems (MIS) Option (AA)

AA.C.5202E (61-62 credits)

In addition to the general education requirements for an AA (31-32 credits) and the business core courses (18 credits), a total of 12 credits should be selected from INFO courses.

Recommended Plan of Study (for all AA options)

1st Semester		Credits
ACCT-1200	Principles of Accounting I	3
ENGL-1010	English Composition I	3
INFO-1100	Microcomputer Applications	3
	or	
INFO-2000	Advanced Microcomputer Applications	
MATH-1150	College Algebra	4
PRDV-1010	Achieving College Success	3
	Total Credits	**16**

2nd Semester		Credits
ACCT-1210	Principles of Accounting II	3
ENGL-1020	English Composition II	3
	Business Option course	3
	Lab Science GE elective	4
	Oral Communication GE elective	3
	Total Credits	**16**

3rd Semester		Credits
BSAD-2520	Principles of Marketing	3
BSAD-2540	Principles of Management	3
	Business Option course	3
	Humanities GE elective	3
	Social Sciences GE elective	3
	Total Credits	**15**

4th Semester		Credits
BSAD-2500	Business Law I	3
	Business Option courses	6
	Humanities GE elective	3
	Social Sciences GE elective	3
	Total Credits	**15**
	Total AA Credits	**62**

Associate of Science

Requirements

General Education Requirements For the AS — **34 credits**

Required Business Admin Core — **18 credits**

Class		Credits
ACCT-1200	Principles of Accounting I	3
ACCT-1210	Principles of Accounting II	3
BSAD-2500	Business Law I	3
BSAD-2520	Principles of Marketing	3
BSAD-2540	Principles of Management	3
INFO-1100	Microcomputer Applications	3
	or	
INFO-2000	Advanced Microcomputer Applications	

Area of Emphasis Option — **9 credits**

Total AS Credits — **61 credits**

Accounting Option (AS)

AS.A.5202F (61 Credits)

In addition to the general education requirements for an AS (34 credits) and the business core courses (18 credits), a total of nine (9) credits should be selected from ACCT courses.

Business Administration Option (AS)

AS.B.5202F (61 Credits)

In addition to the general education requirements for an AS (34 credits) and the business core courses (18 credits), a total of nine (9) credits should be selected from ACCT, BSAD, ECON, or INFO courses.

Management Information Systems (MIS) Option (AS)

AS.C.5202F (62-66 Credits)

In addition to the general education requirements for an AS (34 credits) and the business core courses (18 credits), a total of nine (9) credits should be selected from INFO courses.

Recommended Plan of Study (for all AS options)

1st Semester		**Credits**
ACCT-1200	Principles of Accounting I	3
ENGL-1010	English Composition I	3
INFO-1100	Microcomputer Applications	3
	or	
INFO-2000	Advanced Microcomputer Applications	
MATH-1150	College Algebra	3-4
	or	
MATH-1210	Trigonometry	
PRDV-1010	Achieving College Success	3
	Total Credits	**15-16**

2nd Semester		**Credits**
ACCT-1210	Principles of Accounting II	3
BSAD-2520	Principles of Marketing	3
ENGL-1020	English Composition II	3
MATH-1210	Trigonometry	3-5
	or	
MATH-1600	Calculus I	
	Business Option course	3
	Total Credits	**15-17**

3rd Semester		**Credits**
BSAD-2540	Principles of Management	3
	Business Option course	3
	Math or Lab Science GE elective	4-5
	Oral Communications GE elective	3
	Social Sciences GE elective	3
	Total Credits	**16-17**

4th Semester		**Credits**
BSAD-2500	Business Law I	3
	Business Option courses	6
	Humanities GE elective	3
	Lab Science GE elective	4
	Total Credits	**16**

Business Technology

Associate of Applied Science
Diploma
Certificate
Alliance • Scottsbluff • Sidney

The Business Technology Program prepares the student for mid-level business technology positions. The curriculum is intended for students desiring to enter the workforce immediately after graduation. There are three (3) areas of concentration in the Business Technology AAS program for students to choose from:

- General Business
- Medical Office Management
- Information Technology Technical Support

Objectives

- Provide business technology career options for students who desire to enter the labor market immediately upon graduation with an associate's degree.
- Provide theory, concepts, and procedures in the areas of business and information technology.
- Provide general education courses that supplement the major area of study.
- Provide students with the opportunity to acquire, develop, and apply both academic knowledge and practical skills.
- Provide students an opportunity to learn basic skills in areas of business and information technology as a foundation for further studies.
- Provide students with an opportunity to participate in an internship that integrates theoretical concepts with practical experience.
- Provide one-year business technology certificates for those students who desire to enter the labor market

with a minimum of thirty to thirty-six (30-36) credits of selected courses.

Notes

- All of these programs are also available online. (some optional courses may not be available online).
- Students who plan to transfer to a four-year college or university should consult their faculty and transfer advisors early in their WNCC career to determine a curriculum best suited to their transfer goals.
- MATH-0160 Introductory Algebra or higher may be taken instead of BSTC-1500.
- Any lab science or INFO-1210 may be taken instead of INFO-1220.
- Students following one of the certificate options must demonstrate competence in writing and mathematics by assessment (eCOMPASS or ACCUPLACER®) or by passing the appropriate mathematics and writing courses. This is in addition to the required curricula for the certificate options.
- Students may enroll in an internship after completing 30 or more credits of the Business Technology program with a 3.0 or higher GPA. All internships must be pre-approved.
- All internships require 60 contact credits per credit hour. For example: a minimum of 180 contact credits per semester is required to receive three credits for an internship).

Associate of Applied Science

General Education Requirements 5-16 credits

Business Technology Core 6 credits

Class		Credits
INFO-1100	Microcomputer Applications	3
	or	
INFO-2000	Advanced Microcomputer Applications	
BSTC-2420	Career Development Capstone	3
	or	

Substitute 3 credits of internship from the following:

ACCT-2500	Accounting Internship	3
BSTC-2500	Office Internship I	3
INFO-2500	Information Technology Internship	3
MNGT-2500	Management Internship	3
	Total Business Tech Core credits	**6**

Area of Emphasis Option 36-41 credits

Total AAS Credits 60-67 credits

Business Technology – General Business Option (AAS)

AAS.5201 (60-62 Credits)

Complete the general education requirements for the AAS and Business Technology core requirements, plus the following for a total of 60-62 credits:

ACCT-1200	Principles of Accounting I	3
BSAD-1050	Introduction to Business	3
BSAD-2450	Business Ethics	3
BSAD-2500	Business Law I	3
BSAD-2540	Principles of Management	3
ENTR-1050	Intro to Entrepreneurship	3
MRKT-2340	Principles of Marketing	3

Plus 18 credits from the following:

Students may choose any ACCT, BSAD, BSTC, ECON, ENTR, INFO, MNGT, or MRKT courses. Students should work closely with their faculty advisor to choose electives based on their desired career path.

Business Technology – Information Technology Technical Support Option (AAS)

AAS.1199B (61-62 Credits)

Students must complete the general education requirements for the AAS and the Business Technology core requirements plus an additional 40 credit credits for a total for 61-63 credits for the information technology technical support option.

General Education Requirements 15-16 credits

Business Technology Core 6 credits

Class		Credits
INFO-1100	Microcomputer Applications	3
	or	
INFO-2000	Advanced Microcomputer Applications	
BSTC-2420	Career Development Capstone	3
	or	

Substitute 3 credits of internship from the following:

ACCT-2500	Accounting Internship	3
BSTC-2500	Office Internship I	3
INFO-2500	Information Technology Internship	3
MNGT-2500	Management Internship	3
	Total Business Tech Core credits	**6**

IT Technical Support Requirements 40 credits

Class		Credits
INFO-1040	Database (Access)	3

INFO-1097	Electronic Communications (Outlook)	1
INFO-1220	Intro to Information Technology	3
INFO-1241	IT Technical Support	3
INFO-1242	IT Hardware Support	3
INFO-1360	Visual C#	3
	or	
INFO-1510	Introduction to Robotics	
INFO-1400	Networking Essentials	3
INFO-2000	Advanced Microcomputer Applications	3
INFO-2040	SQL Database Design and Management	3
INFO-2275	Project Management	3
INFO-2426	Linux	3
INFO-2450	Windows Server	3
INFO-2600	Cybersecurity Essentials	3

Plus three (3) credits from the following:

Class		Credits
INFO-1030	Spreadsheets (Excel)	3
INFO-1210	Introduction to Computer Science	3
INFO-1220	Introduction to Information Technology	3
INFO-1360	Visual C#	3
INFO-1510	Intro to Robotics	3
	Information Technology elective	3
	Total IT Technical Support Req.	**40**
	Total AAS IT Tech Support	**62**

Business Technology – Medical Office Management Option (AAS)

AAS.5204M (64 credits)

Students must complete the general education requirements for the AAS and the Business Technology core requirements plus an additional 42 credit credits for a total for 64 credits for the medical office management option.

General Education Requirements 15-16 credits

Business Technology Core 6 credits

Class		Credits
INFO-1100	Microcomputer Applications	3
	or	
INFO-2000	Advanced Microcomputer Applications	
BSTC-2420	Career Development Capstone	3
	or	

Substitute 3 credits of internship from the following:

ACCT-2500	Accounting Internship	3
BSTC-2500	Office Internship I	3
INFO-2500	Information Technology Internship	3
MNGT-2500	Management Internship	3
	Total Business Tech Core credits	**6**

Medical Office Management Requirements

Class		Credits
ACCT-1200	Principles of Accounting I	3
ACCT-2310	Accounting: Computer Applications (QuickBooks)	3
BSAD-1050	Introduction to Business	3
BSTC-2330	Records Management	3
BSTC-2340	Office Management	3
	or	
BSAD-2220	Supervisory Management	
HLTH-1060	Medical Terminology	2
HIMS-1250	Introduction to Health Information Management	3
HIMS-1410	Disease Process	4
HIMS-1500	Legal and Ethical of HIM	3
HIMS-2180	Reimbursement Methodologies	4
HIMS-2100	Coding ICD	4
HIMS-2150	Coding CPT	4
INFO-1030	Spreadsheets (Excel)	3
	Total Med. Office Mgt. Req.	**42**

Recommended Plan of Study

1st semester		Credits
BSTC-2340	Office Management	3
	or	
BSAD-2220	Supervisory Management	
HIMS-1250	Intro to Health Information Management	3
HLTH-1060	Medical Terminology	2
LPNR-1110	Body Structure and Function	4
PRDV-1010	Achieving College Success	3
	Total Credits	**15**

2nd semester		Credits
ACCT-1200	Principles of Accounting I	3
BSTC-1500	Business Mathematics	3
BSTC-2330	Records Management	3
HIMS-1500	Legal & Ethical Aspects – HIMS	3
INFO-1100	Microcomputer Apps	3
	or	
INFO-2000	Advanced Microcomputer Apps	
	Total Credits	**15**

3rd semester		Credits
BSAD-1210	Business Communications	3
HIMS-1410	Disease Process	4
HIMS-2150	Coding CPT (with lab)	4
INFO-1030	Spreadsheets	3
	Total Credits	**14**

4th semester		Credits
BSAD-1050	Introduction to Business	3
BSTC-2420	Career Development Capstone	3
	or	
BSTC-2500	Office Internship I	
HIMS-2100	Coding ICD (with lab)	4
SPCH-1200	Human Communication	3
	Total Credits	**13**

5th semester		Credits
ACCT-2310	Accounting: Computer Applications (Quickbooks)	3
HIMS-2180	Reimbursement Methodologies (with lab)	4
	Total Credits	**7**
	Total AAS Med. Office Man.	**64**

Business Technology – Staff Accountant Option (AAS)

AAS.5201 (59-60 Credits)

Students must complete the general education requirements for the AAS and the Business Technology core requirements plus an additional 38 credit credits for a total for 59-60 credits for the staff accountant option.

General Education Requirements 15-16 credits

Business Technology Core 6 credits

Class		Credits
INFO-1100	Microcomputer Applications	
	or	
INFO-2000	Advanced Microcomputer Applications	3
BSTC-2420	Career Development Capstone	3
	or	

Substitute 3 credits of internship from the following:

ACCT-2500	Accounting Internship	3
BSTC-2500	Office Internship I	3
INFO-2500	Information Technology Internship	3
MNGT-2500	Management Internship	3
	Total Business Tech Core credits	**6**

Staff Accountant Requirements

Class		Credits
ACCT-1200	Principles of Accounting I	3
ACCT-1210	Principles of Accounting II	3
ACCT-2200	Cost/Managerial Accounting	3
ACCT-2310	Accountings Apps (Quickbooks)	3
ACCT-2250	Individual Income Tax	3
ACCT-2500	Accounting Internship	3
	or	
	Any BSAD, BSTC, INFO, or ENTR Elective	
ACCT-2800	Nat'l Certified Bookkeeper Prep	3
BSAD-2100	Managerial Finance	3
BSTC-2330	Records Management	3
INFO-1030	Spreadsheets (Excel)	3
INFO-1094	Intro to Database (Access)	1
INFO-1097	Electronic Communications (Outlook)	1
INFO-2275	Project Management	3
	Any BSAD, BSTC, INFO, or ENTR Elective	3
	Total Staff Accountant Req.	**38**
	Total AAS Staff Account.	**59-60**

Diploma

Students must complete nine (9) credits of general education courses, six (6) credits of required business core courses, and enough elective courses to meet the required minimum of 30-31 credits in order to earn a diploma.

General Education Requirements 9 credits

Class		Credits
BSAD-1210	Business Communications	3
BSTC-1500	Business Mathematics	3
PRDV-1010	Achieving College Success	3
	Total Gen Ed Requirements	**9**

Business Technology Core 6 credits

Class		Credits
INFO-1100	Microcomputer Applications	3
	or	
INFO-2000	Advanced Microcomputer Applications	
BSTC-2420	Career Development Capstone	3
	or	
	Any business related internship	
	Total Business Tech Core	**6**

Area of Emphasis Option 18 credits

Business Technology – Executive Assistant Option (Diploma)

D2.5201B (37 credits)

In order to earn a business technology – executive assistant diploma, students must complete nine (9) credits of general education requirements, the six (6) credits of business technology core requirements, and 22 credits of credit of general business courses for a total of 37 credits. The 37 general business credits also can be earned by completing both the Executive Assistant I and Executive Assistant II certificate programs.

Gainful Employment (GE) – For more information about WNCC's graduation rates, the median debt of students who have completed this program, and other important information, please visit **wncc.edu/equity**.

General Education Requirements 9 credits

Class		Credits
BSAD-1210	Business Communications	3
BSTC-1500	Business Mathematics	3
PRDV-1010	Achieving College Success	3
	Total Gen Ed Requirements	**9**

Business Technology Core 6 Credits

Class		Credits
INFO-1100	Microcomputer Applications	3
BSTC-2420	Career Development Capstone or Any business-related internship	3
	Total Business Tech Core	**6**

General Business Requirements 22 credits

Class		Credits
BSAD-1050	Introduction to Business	3
BSAD-2540	Principles of Management	3
BSTC-2330	Records Management	3
BSTC-2340	Office Management	3
INFO-1030	Spreadsheets (Excel)	3
INFO-1097	Electronic Communications (Outlook)	1
INFO-2000	Advanced Microcomputer Apps	3
INFO-2275	Project Management	3
	Total General Business Req.	**22**
	Total Exec. Asst. Diploma	**37**

Business Technology – General Business Option (Diploma)

D2.5204 (30 Credits)

In addition to general education requirements (9 credits) and core business requirements (6 credits), students must complete an additional 16 credits to earn a total of 30 credits to earn a Business Technology – General Business diploma.

Gainful Employment (GE) – For more information about WNCC graduation rates, the median debt of students who completed this program, and other important information, please visit our website at **wncc.edu/equity**.

Note:

The curriculum for a diploma in Business Technology – General Business is under review and revision. Please contact the Division Chair for Business at 308.635.6029 for specific information about the programs.

Business Technology – Information Technology Technical Support Option (Diploma)

D2.1199A (31 Credits)

Gainful Employment (GE) – For more information about WNCC graduation rates, the median debt of students who completed this program, and other important information, please visit our website at **wncc.edu/equity**.

Requirements

In addition to the core business requirements (6 hours), students must complete the following in order to earn 31 hours to earn a diploma:

General Education Requirements 10 credits

Class		Credits
MATH-0160	Introductory Algebra (or higher)	4
ENGL-1010	English Composition 1	3
PRDV-1010	Achieving College Success	3
	Total Gen Ed Requirements	**10**

Information Technology Core 18 credits

Class		Credit
INFO-1241	IT Technical Support	3
INFO-1242	IT Hardware Support	3
INFO-1400	Networking Essentials	3
	Credits	**9**
Plus nine (9) credits from any INFO courses		**9**
	Total Credits	**18**
	Total IT Tech Diploma	**31 credits**

Business Technology – Staff Accountant Option (Diploma)

D2.5201A (44 credits)

In order to earn a business technology – staff accountant diploma, students must complete nine (9) credits of

general education requirements, the six (6) credits of business technology core requirements, and 29 credits of credit of general business courses for a total of 44 credits. The 32 of the general business credits also can be earned by completing both the Staff Accountant I and Staff Accountant II certificate programs.

Gainful Employment (GE) – For more information about WNCC's graduation rates, the median debt of students who have completed this program, and other important information, please visit **wncc.edu/equity**.

General Education Requirements 9 credits

Class		Credits
BSAD-1210	Business Communications	3
BSTC-1500	Business Mathematics	3
PRDV-1010	Achieving College Success	3
	Total Gen Ed Requirements	**9**

Business Technology Core 6 Credits

Class		Credits
INFO-1100	Microcomputer Applications or	3
INFO-2000	Advanced Microcomputer Apps	
BSTC-2420	Career Development Capstone or Any business-related internship	3
	Total Business Tech Core	**6**

General Business Requirements 29 credits

Course		Credits
ACCT-1200	Principles of Accounting I	3
ACCT-1210	Principles of Accounting II	3
ACCT-2200	Cost/Managerial Accounting	3
ACCT-2310	Accountings Apps (Quickbooks)	3
ACCT-2250	Individual Income Tax	3
ACCT-2800	Nat'l Certified Bookkeeper Prep	3
BSAD-2100	Managerial Finance	3
BSTC-2330	Records Management	3
INFO-1030	Spreadsheets (Excel)	3
INFO-1094	Intro to Database (Access)	1
INFO-1097	Electronic Communications (Outlook)	1
	Total Gen. Business Requirements	**29**

Total Staff Accountant 44 credits

Certificate

Business Technology – Executive Assistant Option (Certificate)

C2.5201C (30-31 Credits) Executive Assistant I
CS.5201D (30-31 Credits) Executive Assistant II

WNCC offers two executive assistant certificate options. Each option provides a standalone certificate, but when combined with an additional six credits of general education requirements, students will have fulfilled the requirements for an executive assistant diploma.

Gainful Employment (GE) – For more information about WNCC graduation rates, the median debt of students who completed this program, and other important information, please visit our website at **wncc.edu/equity**.

Business Technology - Executive Assistant I Option (Certificate)

Course		Credits
BSAD-1050	Introduction to Business	3
BSTC-2340	Office Management	3
INFO-1030	Spreadsheets (Excel)	3
INFO-1097	Electronic Communications (Outlook)	1
INFO-1100	Microcomputer Applications	3
PRDV-1010	Achieving College Success	3
	Total Credits	**16**

Business Technology - Executive Assistant II Option (Certificate)

Course		Credits
BSAD-2540	Principles of Management	3
BSTC-2330	Records Management	3
BSTC-2420	Career Development Capstone or Any business-related internship	3
INFO-2000	Advanced Microcomputer Apps	3
INFO-2275	Project Management	3
	Total Credits	**15**

Business Technology – Staff Accountant Option (Certificate)

C2.5201A (30-31 Credits) Staff Accountant I
CS.5201B (30-31 Credits) Staff Accountant II

WNCC offers two staff accountant certificate options. Each option provides a standalone certificate, but when combined with an additional three (3) credits of business core requirements and six (6) credits of general education requirements, students will have fulfilled the requirements for an staff accountant diploma. These credits can also

fulfill 32 credits required for the staff accountant AAS degree.

Gainful Employment (GE) – For more information about WNCC graduation rates, the median debt of students who completed this program, and other important information, please visit our website at **wncc.edu/equity**.

Business Technology – Staff Accountant I Option (Certificate)

Course		Credits
ACCT-1200	Principles of Accounting I	3
ACCT-2310	Accountings Apps (Quickbooks)	3
ACCT-2250	Individual Income Tax	3
INFO-1030	Spreadsheets (Excel)	3
INFO-1097	Electronic Communications (Outlook)	1
INFO-1100	Microcomputer Apps	3
	or	
INFO-200	Advanced Microcomputer Apps	
	Total Credits	**16**

Business Technology – Staff Accountant II Option (Certificate)

Course		Credits
ACCT-1210	Principles of Accounting II	3
ACCT-2200	Cost/Managerial Accounting	3
ACCT-2800	Nat'l Certified Bookkeeper Prep	3
BSAD-2100	Managerial Finance	3
BSTC-2330	Records Management	3
INFO-1094	Intro to Database (Access	1
	Total Credits	**16**

Chemistry

AS.4005 (62 Credits)
Associate of Science
Scottsbluff

The chemistry emphasis area presents chemical concepts, problem-solving methods, and laboratory experiences intended to upgrade persons working in scientific fields, to provide training for technical scientific employment, and to give pre-professional science students a suitable chemistry background for college transfers.

Objectives

- Provide chemical information necessary to understand the various areas of chemistry and how each relates to today's technical world.
- Present laboratory experiments that demonstrate chemical concepts and allow the student to develop laboratory skills.

Notes

- Students who plan to transfer to a four-year college or university should consult their faculty and transfer advisors early in their WNCC career to determine a curriculum best suited to their transfer goals.
- In addition to the general education requirements for the AS degree, 41 credits of core courses and one (1) hour of elective credit are required for the degree in chemistry.
- Depending on the student's choice of electives, it is possible that the total credits earned for the AS degree will exceed 60 credit credits.
- Students not prepared for MATH-1600 should start at the appropriate step in the mathematics sequence.
- Students should understand that the courses included in the lists of core requirements and recommended electives will be required by receiving institutions at some point in their journey to the bachelor's degree.

Core Requirements (41 credits)

- A minimum of 15-16 credits of combined science and math credits are required for the AS degree. This must include a minimum of three (3) credits of math and four (4) credits of science from BIOS, CHEM or PHYS options.

Class		Credits
MATH-1600	Analytic Geometry and Calculus	5
MATH-2150	Calculus II	5
MATH-2200	Calculus III	5
CHEM-1090	General Chemistry I (and lab)	4
CHEM-1100	General Chemistry II (and lab)	4
CHEM-2510	Organic Chemistry I (and lab)	4
CHEM-2520	Organic Chemistry II (and lab)	4
PHYS-1300	Physics I (with lab and recitation)	5
PHYS-1350	Physics II (with lab and recitation)	5

Recommended Plan of Study

1st Semester		Credits
CHEM-1090	General Chemistry I (with lab)	4
ENGL-1010	English Composition I	3
MATH-1600	Analytic Geometry and Calculus I	5
PRDV-1010	Achieving College Success	3
	Total Credits	**15**
2nd Semester		**Credits**
CHEM-1100	General Chemistry II (with lab)	4
ENGL-1020	English Composition II	3
	Humanities GE elective	3

	Oral Communication GE elective	3
	Social Science GE elective	3
	Total Credits	**16**
3rd Semester		**Credits**
CHEM-2510	Organic Chemistry I (with lab)	4
MATH-2150	Calculus II	5
PHYS-1300	Physics I (with lab and recitation)	5
	Elective	3
	Total Credits	**17**
4th Semester		**Credits**
CHEM-2520	Organic Chemistry II (with lab)	4
MATH-2200	Calculus III	5
PHYS-1350	Physics II (with lab and recitation)	5
	Total Credits	**14**
	Total AS Credits	**42**

(Pre) Chiropractic Medicine

AS.5101 (62 Credits)
Associate of Science
Scottsbluff

The pre-chiropractic medicine emphasis area is modeled after several such programs across North America. The recommended plan of study represents 60 of the minimum 90 prerequisite credits necessary to be eligible for application to an accredited chiropractic school. Of the 61 credits earned toward the Associate of Science degree, 48 of them include required coursework as established by the Council on Chiropractic Education (CCE) and are accepted by the member institutions of the Association of Chiropractic Colleges (AAC).

This program includes all of the required coursework in the sciences. The program naturally contains considerable flexibility with regard to the recommended coursework. It is important for a student to consult with his or her advisor as well as transfer institutions early to formulate a plan for the completion of all 90 credits required for application to chiropractic school. Complete information concerning prerequisites and application to chiropractic schools can be found at the respective websites of the CCE and AAC.

Objectives

- Provide students with necessary coursework and credits to attain an AS degree from WNCC.
- Provide students with relevant science background to be a competitive applicant to schools of chiropractic medicine.
- Provide students with the opportunity to attain a minimum of 60 credit credits out of 90 established as pre-admissions requirements by the CCE. These prerequisite courses are accepted by all 20 member institutions of the ACC. The 61 credits taken at WNCC will include the minimum 48 credits of coursework established by the CCE as required.

Notes

- Students who plan to transfer to a four-year college or university should consult their faculty and transfer advisors early in their WNCC career to determine a curriculum best suited to their transfer goals.
- Placement test scores dictate English and math course entry levels. It is important to note that MATH-1010 (Intermediate Algebra) is the prerequisite CHEM-1090.
- Students should check with their advisor to determine which humanities and social science offerings qualify for admission into a certified chiropractic program.
- Social science and humanities credits will constitute 18 credits of the 90 credits required for admission into a certified chiropractic program.
- Students should check the Association of Chiropractic Colleges website to get a complete listing of all Chiropractic Colleges in North America as well as check detailed listings of requirements for admission to Doctor of Chiropractic programs. The potential for adjustment to the recommended program would exist within the first two years although the ultimate requirements for admission to a chiropractic program would not. For example, Organic Chemistry could be delayed until the third year of coursework but relevant substitutions (i.e. science classes) would need to be made in the second year at WNCC to complete hour requirements. Be aware of the fact that at some point Organic Chemistry would still need to be taken by virtue of the fact it is a requirement for admission to a certified chiropractic program.
- Please also note that many of the chiropractic schools are now requiring a Bachelor's of Science degree for admission.
- In addition to the general education requirements for the AS degree, 33 credits of core courses and nine (9) credits of electives are required for the degree in pre-chiropractic medicine.
- Depending on the choice of electives, it is possible that the total credits earned for the AS degree will exceed 60 credit credits.
- Students should understand that the courses included in the lists of core requirements and recommended electives will be required by receiving institutions at

some point in their journey to a bachelor's or professional degree.

Core Requirements (33 credits)

- A minimum of 15-16 credits of combined science and math credits are required for the AS degree. This must include a minimum of three (3) credits of math and four (4) credits of science from BIOS, CHEM or PHYS options.

Class		Credits
BIOS-2250	Human Anatomy & Physiology I (and lab)	4
BIOS-2260	Human Anatomy & Physiology II (and lab)	4
CHEM-1090	General Chemistry I (and lab)	4
CHEM-1100	General Chemistry II (and lab)	4
MATH-1150	College Algebra	4
MATH-1210	Trigonometry	3
PHYS-1300	Physics I (and lab & recitation)	5
PHYS-1350	Physics II (and lab & recitation)	5

Recommended electives or courses required for transfer (9 credits selected from below):

Class		Credits
BIOS-1010	General Biology (and lab)	4
BIOS-1380	General Zoology (and lab)	4
BIOS-2120	Genetics (and lab)	4
BIOS-2460	Microbiology (and lab)	4
CHEM-2510	Organic Chemistry I (and lab)	4
CHEM-2520	Organic Chemistry II (and lab)	4

Recommended Plan of Study

1st Semester		Credits
BIOS-2250	Human Physiology & Anatomy I (and lab)	4
CHEM-1090	General Chemistry I (and lab)	4
ENGL-1010	English Composition I	3
MATH-1150	College Algebra	4
PRDV-1010	Achieving College Success	3
	Total Credits	**18**

2nd Semester		Credits
BIOS-2260	Human Physiology & Anatomy II (and lab)	4
CHEM-1100	General Chemistry II (and lab)	4
ENGL-1020	English Composition II	3
MATH-1210	Trigonometry	3
	Total Credits	**14**

3rd Semester		Credits
CHEM-2510	Organic Chemistry I (and lab)	4
PHYS-1300	Physics I (and lab & recitation)	5
PSYC-1810	Introduction to Psychology	3
	Oral Communication GE elective	3
	Total Credits	**15**

4th Semester		Credits
CHEM-2520	Organic Chemistry II (and lab)	4
PHYS-1350	Physics II (and lab & recitation)	5
	Social science and humanities GE electives	6
	Total Credits	**15**
	Total AS Credits	**62**

(Pre) Computer Science

AS.1199A (64 Credits)
Associate of Science
Alliance • Scottsbluff • Sidney

This program provides students with the background necessary for further study in computer science, typically leading to a baccalaureate degree in computer science, computer engineering, computer information systems, or a related field. This program acquaints students with the principles and practices of algorithmic design, programming, programming languages, and operating systems. These principles prepare students with practical and theoretical knowledge to apply to the remainder of a baccalaureate degree program.

Objectives

- Provide coursework for the first two years of a baccalaureate degree in computer science, computer engineering, programming, or computer information systems.
- Provide a basis for student understanding of the principles, concepts, and theories that effect computer science, programming, and information systems by offering specific application, programming, and computer information systems courses.
- Promote and help students develop lifelong learning skills needed for professional and personal growth.

Notes

- This program is also available online.
- Students who plan to transfer to a four-year college or university should consult their faculty advisor early in their WNCC career to determine a curriculum that best suits their transfer goals.

Program Requirements

General Education	**34 credits**
Computer Science Core	**30 credits**
Total AS credits required	**64**

Computer Science Core

Class		Credit
INFO-1040	Database (Access)	3
INFO-1100	Microcomputer Applications	3
	or	
INFO-2000	Advanced Microcomputer Applications	
INFO-1210	Introduction to Computer Science	3
INFO-1241	IT Technical Support	3
INFO-1355	Computer Science I	3
INFO-1360	Visual C#	3
INFO-1400	Networking Essentials	3
INFO-1510	Introduction to Robotics	3
INFO-2040	SQL Database Design and Management	3
INFO-2426	Linux	3
	Total Credits	**30**

Recommended Plan of Study

Note: Students who choose not to follow the recommended plan of study listed below, may not be able to complete the program in the number of semesters shown.

1st Semester (fall)		Credits
INFO-1100	Microcomputer Applications	3
	or	
INFO-2000	Advanced Microcomputer Applications	
INFO-1241	IT Technical Support	3
INFO-1510	Introduction to Robotics	3
MATH-1150	College Algebra (or higher)	4
PRDV-1010	Achieving College Success	3
	Total Credits	**16**

2nd Semester (spring)		Credits
ENGL-1010	English Composition I	3
INFO-1360	Visual C#	3
INFO-1400	Networking Essentials	3
MATH-1210	Trigonometry (or higher)	3
	Oral Communication GE elective	3
	Total Credits	**15**

3rd Semester (fall)		Credits
ENGL-1020	English Composition II	3
INFO-1040	Database (Access)	3
INFO-1210	Introduction to Computer Science	3
MATH-1600	Calculus I	5
	Humanities GE elective	3
	Total Credits	**17**

4th Semester (spring)		Credits
INFO-1355	Computer Science I	3
INFO-2040	SQL Database Design and Management	3
INFO-2426	Linux	3
	Lab Science GE elective	4
	Social Science GE elective	3
	Total Credits	**16**
	Total AS Credits	**64**

Criminal Justice Studies

Associate of Arts
Associate of Applied Science
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The criminal justice emphasis area provides the student with a broad academic and multi-disciplinary background that prepares him/her for professional careers in law enforcement, corrections, private security, court, parole, and probation. The criminal justice emphasis area also provides the student with an interdisciplinary curriculum that prepares him/her for advance studies.

Objectives

- Illustrate the inter-dependent operations of the three general criminal justice components – police, courts, and corrections
- Demonstrate how criminal justice organizations function in relation to the political, legal, and socioeconomic environments in which they operate.
- Demonstrate basic qualitative and quantitative criminal justice research techniques, methodology, skills, and analysis.
- Summarize criminal law, constitutional law, and the law of criminal justice.
- Analyze criminological theories and their implication to contemporary criminal justice policies.
- Communicate, both orally and through writing, in a manner appropriate for criminal justice.

- Produce work that demonstrates the ability to effectively search, read, and critically evaluate professional literature in criminal justice.

Notes

- The field of criminal justice is experiencing growth that requires well-trained employees in law enforcement and corrections.
- Internships with various organizations are available for advanced students in criminal justice.
- Individuals considering a degree or employment in the criminal justice profession must be aware of strict qualifications.
- With an advisor's permission, students may substitute a criminal justice course(s) for social science course(s) beyond the courses required for the AA or AAS degree.
- Students who are already certified law enforcement at the time of their enrollment at WNCC may be awarded the following credits upon certification verification and active enrollment:

Class		Credit
CRIM-1010	Introduction to Criminal Justice	3
CRIM-2000	Criminal Law	3
CRIM-2030	Police & Society	3
CRIM-2260	Criminal Investigation	3

Associate of Arts (AA)

AA.4301 (60-61credits)

Students who plan to transfer to a four-year college or university should consult their faculty advisor and transfer advisor early in their WNCC career to determine a curriculum best suited to their transfer goals.

The following is a sample course of study. Students should work closely with their faculty advisor to develop a personal plan of study consistent with individual goals.

Recommended Plan of Study

1st Semester		Credits
CRIM-1010	Introduction to Criminal Justice	3
CRIM-1020	Introduction to Corrections	3
ENGL-1010	English Composition I	3
MATH-1150	College Algebra (or higher) or	3-4
MATH-2170	Applied Statistics	
PRDV-1010	Achieving College Success	3
	Total Credits	**15-16**
2nd Semester		**Credits**
CRIM-2000	Criminal Law	3
ENGL-1020	English Composition II	3
POLS-1000	American Government	3
PSYC-1810	Introduction to Psychology	3
	Oral Communications GE elective	3
	Total Credits	**15**
3rd Semester		**Credits**
CRIM-2230	Police and Society	3
CRIM-2260	Criminal Investigations	3
SOCI-2150	Issues of Unity & Diversity	3
	Social sciences GE electives or Humanities GE electives	6
	Total Credits	**15**
4th Semester		**Credits**
CRIM-2150	Contemporary Issues in Criminal Justice	3
CRIM-2180	Criminal Justice Organization & Management	3
	Humanities elective	3
	Lab Science GE elective	4
	Elective	2
	Total Credits	**15**
	Total AS Credits	**60-61**

Associate of Applied Science (AAS)

AAS.4301A (60 Credits)

The following is a sample course of study. Students should work closely with their faculty advisor to develop a personal plan of study best suited to the student's individual goals.

Recommended Plan of Study

1st Semester		Credits
CRIM-1010	Introduction to Criminal Justice	3
CRIM-1020	Introduction to Corrections	3
CRIM-1140	Reporting Techniques for Criminal Justice	3
PRDV-1010	Achieving College Success	3
	Oral Communication GE elective	3
	Total Credits	**15**
2nd Semester		**Credits**
CRIM-1030	Courts and Judicial Process	3
CRIM-2000	Criminal Law	3
CRIM-2030	Police & Society	3

ENGL-1010	English Composition I	3
	Social Science GE elective	3
	Total Credits	**15**
3rd Semester		**Credits**
CRIM-2110	Juvenile Justice	3
CRIM-2180	Criminal Justice Organization and Management	3
	Math GE elective	3
	Criminal Justice electives	6
	Total Credits	**15**
4th Semester		**Credits**
CRIM-2200	Criminology	3
CRIM-2260	Criminal Investigations	3
	Criminal Justice electives	9
	Total Credits	**15**
	Total AAS Credits	**60**

(Pre) Dental Hygiene

AS.5106 (66 Credits)
Associate of Science
Scottsbluff

The pre-dental hygiene program is designed to provide students with a foundational course of study preparing them for admission to a four-year degree program at an accredited school or college of dental hygiene.

Objectives

- To provide an education that includes basic sciences including microbiology, chemistry, pathology, and anatomy and physiology to develop the skills necessary for a dental hygienist.
- To prepare students for transfer to a degree program from an accredited school or college of dental hygiene.

Notes

- Students who plan to transfer to a four-year college or university should consult their faculty and transfer advisors early in their WNCC career to determine a curriculum best suited to their transfer goals.
- In addition to the general education requirements for the AS degree, 27 credits of core courses and 15 credits of electives are required for the degree in pre-dental hygiene.
- If entering the dental hygiene program at the University of Nebraska Medical Center (UNMC) a 12-hour series of coursework must be completed in a specific area of study. The courses taken in the 12-hour series must have the same course prefix.
- Courses listed with an asterisk are required to obtain an Associate of Science degree from WNCC. It is not a requirement for transfer directly into the UNMC dental hygiene program.
- Depending on the student's choice of electives, it is possible that the total credits earned for the AS degree will exceed 60 credit credits.
- Students should understand that the courses included in the lists of core requirements and recommended electives will be required by receiving institutions at some point in their journey to the bachelor's degree.

Core Requirements (27 credits)

- A minimum of 15-16 credits of combined science and math credits are required for the AS degree. This coursework must include a minimum of three (3) credits of math and four (4) credits of science from BIOS, CHEM or PHYS options.

Class		**Credits**
BIOS-1010	General Biology (and lab)	4
BIOS-2050	Diet and Nutrition Therapy	3
BIOS-2250	Human Anatomy and Physiology I (and lab)	4
BIOS-2260	Human Anatomy and Physiology II (and lab)	4
CHEM-1090	General Chemistry I (and lab)	4
CHEM-1100	General Chemistry II (and lab)	4
MATH-1150	College Algebra	4

Recommended electives or courses required for transfer (15 credits):

- UNMC requires a "12-hour series" to be completed in a specific area of study. These 12 credits represent a "minor" to be completed along with the prerequisites for the dental Hygiene program. As an example, a student could complete 12 credits of classes with the PSYC prefix to satisfy the requirement. UNMC does not specify what discipline the 12 credits should be in.
- UNMC requires an additional six (6) credits of social science credit and three (3) credits of humanities credit.

Recommended Plan of Study

1st Semester		**Credits**
ENGL-1010	English Composition I	3
MATH-1150	College Algebra	4
PRDV-1010	Achieving College Success	3
	Humanities GE elective	3
	Social Sciences GE elective	3
	Total Credits	**16**

2nd Semester		Credits
BIOS-1010	General Biology (and lab)	4
ENGL-1020	English Composition II	3
	First of 12-Hour Series	3
	Second of 12-Hour Series	3
	Social Sciences elective	3
	Total Credits	**16**

3rd Semester		Credits
BIOS-2050	Nutrition & Diet Therapy	3
BIOS-2250	Human Anatomy & Physiology I (and lab)	4
CHEM-1090	General Chemistry I (and lab)	4
	Third of 12-Hour Series	3
	Social Science elective	3
	Total Credits	**17**

4th Semester		Credits
BIOS-2260	Human Anatomy & Physiology II (and lab)	4
CHEM-1100	General Chemistry ii (and lab)	4
	Fourth of 12-Hour Series	3
	Humanities elective	3
	Oral Communication GE elective	3
	Total Credits	**17**
	Total AS Credits	**66**

(Pre) Dentistry

AS.5111 (63 Credits)
Associate of Science
Scottsbluff

This emphasis area constitutes the first two years of the pre-professional study required for admission to a college of dentistry.

Students need to be aware that earning the Associate of Science degree is just the first step in pursuit of a professional career in a medical field. Most advanced degrees in these areas require upwards of eight or more years of study.

Objectives

- Provide the knowledge and skills required for a student to continue upper division pre-dental studies at a four-year college or university.
- Provide coursework basic to a variety of curricula. Students can change their educational goals to other areas, especially in the life sciences, with little or no lost time.

Notes

- Students who plan to transfer to a four-year college or university should consult their faculty and transfer advisors early in their WNCC career to determine a curriculum to best suit their transfer goals.
- In addition to the general education requirements for the AS degree, 33 credits of core courses and nine (9) credits of electives are required for the degree in pre-dentistry.
- Depending on the choice of electives, it is possible that the total credits earned for the AS degree will exceed 60 credit credits.
- Students should understand that the courses included in the lists of core requirements and recommended electives will be required by receiving institutions at some point in their journey to the bachelor's or professional degree.

Core Requirements (33 credits)

- A minimum of 15-16 credits of combined science and math credits are required for the AS degree. This coursework must include a minimum of three (3) credits of math and four (4) credits of science from BIOS, CHEM or PHYS options.

Class		Credits
BIOS-1010	General Biology (and lab)	4
BIOS-1380	General Zoology (and lab)	4
CHEM-1090	General Chemistry I (and lab)	4
CHEM-1100	General Chemistry II (and lab)	4
MATH-1150	College Algebra	4
MATH-1210	Trigonometry	3
PHYS-1300	Physics I (and lab & recitation)	5
PHYS-1350	Physics II (and lab & recitation)	5

Recommended electives or courses required for transfer (9 credits selected from below):

Class		Credits
BIOS-1160	Intro to Human Anatomy & Physiology (and lab)	4
BIOS-2120	Genetics (and lab)	4
BIOS-2460	Microbiology (and lab)	4
CHEM-2510	Organic Chemistry I (and lab)	4
CHEM-2520	Organic Chemistry II (and lab)	4

Recommended Plan of Study

1st Semester		Credits
BIOS-1010	General Biology (and lab)	4
CHEM-1090	General Chemistry I (and lab)	4
ENGL-1010	English Composition I	3

MATH-1150	College Algebra	4
PRDV-1010	Achieving College Success	3
	Total Credits	**18**
2nd Semester		**Credits**
BIOS-1380	General Zoology (and lab)	4
CHEM-1100	General Chemistry II (and lab)	4
ENGL-1020	English Composition II	3
MATH-1210	Trigonometry	3
	Total Credits	**14**
3rd Semester		**Credits**
BIOS-2120	Genetics (and lab)	4
CHEM-2510	Organic Chemistry I (and lab)	4
PHYS-1300	Physics I (and lab & recitation)	5
	Oral Communication GE elective	3
	Total Credits	**16**
4th Semester		**Credits**
CHEM-2520	Organic Chemistry II (and lab)	4
PHYS-1350	Physics II (and lab & recitation)	5
	Humanities GE elective	3
	Social Sciences GE elective	3
	Total Credits	**15**
	Total AS Credits	**63**

Dietetics

AS.1905 (64 Credits)
Associate of Science
Alliance • Scottsbluff • Sidney

The dietetics emphasis area allows students to complete two years of study at WNCC and then continue their studies leading toward a bachelor of science degree in Human Resources and Family Science with a major in Dietetics at the University of Nebraska – Lincoln (UNL). The "Transfer with Ease" brochure is available from a WNCC counselor or advisor.

Objectives

- Provide the first two years of study toward a bachelor of science degree in dietetics.
- Provide students the first two years of study toward becoming practitioners in clinical, community, and food service.

Notes

- Students who plan to transfer to a four-year college or university should consult their faculty advisor and transfer advisor early in their WNCC career to determine a curriculum to best suit their transfer goals. Careful consideration should be given to the course requirements of the dietetics program at UNL.
- Students who plan to transfer to UNL are encouraged to apply for admission early in their program. ACE elective classes can be taken through UNL during the students' time at WNCC to lessen the credit load in the fourth semester and additionally guarantee maximum credit transfer.
- UNL accepts 60 credit credits toward the eventual bachelor of applied science degree. College Algebra transfers as three (3) credits rather four (4). Trigonometry transfers as two (2) credits rather than three (3).
- UNL requires additional ACE electives. These can be taken through UNL as soon as students apply for and are accepted for admission to UNL. These courses can also be taken while at WNCC. Courses offered at WNCC that satisfy the UNL ACE 9 requirement are:

Class		Credit
HIST-2100	World Civilization (4000 BC – 1500 AD)	3
HIST-2110	World Civilization (1500 AD – Present)	3
POLS-2390	International Relations	3

- UNL prefers SPCH-1110 (Public Speaking) as the oral communication elective.
- HLTH-1060 (Medical Terminology) is recommended.
- In addition to the general education requirements for the AS degree, 34 credits of core courses and eight (8) credits of electives are required for the degree in dietetics.
- Depending on the choice of electives, it is possible that the total credits earned for the AS degree will exceed 60 credit credits.
- Students should understand that the courses included in the lists of core requirements and recommended electives will be required by receiving institutions at some point in their journey to the bachelor's or professional degree.

Core Requirements (34 credits)

- A minimum of 15-16 credits of combined science and math credits are required for the AS degree. This must include a minimum of three (3) credits of math and four (4) credits of science from BIOS, CHEM or PHYS options.

Class		Credits
BIOS-1010	General Biology (and lab)	4
BIOS-2050	Diet and Nutrition Therapy	3

BIOS-2250	Human Anatomy and Physiology I (and lab)	4
BIOS-2260	Human Anatomy and Physiology II (and lab)	4
BIOS-2460	Microbiology (and lab)	4
CHEM-1090	General Chemistry I (and lab)	4
CHEM-1100	General Chemistry II (and lab)	4
MATH-1150	College Algebra	4
MATH-2170	Applied Statistics	3

Recommended electives or courses required for transfer (8 credits selected from below):

UNL recommends nine (9) social science credits in addition to WNCC's three (3) hour general education requirement. They recommend:

Class		Credits
PSYC-1810	Introduction to Psychology	3
PSYC-2150	Life Span: Human Growth & Development	3

In addition, UNL recommends:

Class		Credits
BSAD-2540	Principles of Management	3

Recommended Plan of Study

1st Semester		Credits
BIOS-1010	General Biology (and lab)	4
CHEM-1090	General Chemistry I (and lab)	4
ENGL-1010	English Composition I	3
PRVD-1010	Achieving College Success	3
PSYC-1810	Introduction to Psychology	3
	Total Credits	**17**

2nd Semester		Credits
CHEM-1100	General Chemistry II (and lab)	4
ENGL-1020	English Composition II	3
MATH-1150	College Algebra	4
	Oral Communication GE elective	3
	Total Credits	**14**

3rd Semester		Credits
BIOS-2050	Nutrition and Diet Therapy	3
BIOS-2250	Human Physiology & Anatomy I (and lab)	4
PSYC-2150	Life Span: Human Growth & Development	3
	Humanities GE elective	3
	Social Sciences GE elective	3
	Total Credits	**16**

4th Semester		Credits
BIOS-2260	Human Anatomy & Physiology II (and lab)	4
BIOS-2460	Microbiology	4
BSAD-2540	Principles of Management	3
MATH-2170	Statistics	3
	Social Sciences elective	3
	Total Credits	**17**
	Total AS Credits	**64**

Education (Early Childhood)

Associate of Arts
Associate of Applied Science
Alliance • Scottsbluff • Sidney

The Early Childhood Education Program at WNCC is designed for educational majors interested in working with young children from birth through eight years of age. This coursework enhances careers in the early childhood field through a variety of employment opportunities including preschool programs, public school teachers, and paraprofessional in early education, early childhood special education, Head Start programs, family childcare homes and childcare centers, and other positions working with young children.

Associate of Arts (AA)

AA.1312C (60-61 Credits)

The courses offered through this emphasis area are part of a transfer agreement with several four-year colleges and universities in Nebraska. The transfer agreement with Chadron State College (CSC) specifically supports the smooth transition of coursework leading to a Nebraska Teaching Certificate through two degree options.

- Bachelor of Science in Elementary Education with a supplemental endorsement in early childhood
- Bachelor of Science in Elementary Education with an early childhood inclusive endorsement.

Objectives

- Students will promote positive child development and learning.
- Students will demonstrate knowledge of how to build family and community relationships.
- Students will demonstrate knowledge in observing, documenting, and assessing to support children and families.

- Students will demonstrate knowledge in teaching and learning.
- Students will demonstrate knowledge of professionalism in the early childhood field.

Notes

- Students who plan to transfer to a four-year college or university should consult their faculty and transfer advisors early in their WNCC career to determine a curriculum to best suit their transfer goals.

Recommended Plan of Study

1st Semester		**Credits**
ECED-1150	Introduction to Early Childhood Education	3
ECED-1060	Observation, Assessment, & Guidance	3
ENGL-1010	English Composition I	3
PRDV-1010	Achieving College Success	3
	Math GE Elective	3-4
	Total Credits	**15-16**
2nd Semester		**Credits**
ECED-1110	Infant Toddler Development	3
ECED-1120	Preschool Child Development	2
ENGL-1020	English Composition II	3
PSYC-1810	Introduction to Psychology	3
	ECED Elective (recommend EDEC-1220)	1
	ECED Elective (recommend ECED-1050 or EDEC-1160)	3
	Total Credits	**15**
3rd Semester		**Credits**
ECED-1230	School-Age Child Development	2
ECED-2050	Children with Exceptionalities	3
SOCI-2150	Issues of Unity & Diversity	3
	Humanities GE elective	3
	Oral Communication GE elective	3
	ECED Elective (recommend EDEC-1610-1640*)	1
	Total Credits	**15**
4th Semester		**Credits**
ECED-2060	Early Childhood Education Curriculum Planning	3
ENGL-2110	Children's Literature	3
	Lab Science GE elective	4
	ECED Elective (recommend ECED-2070)	3
	ECED Elective (recommend ECED-1050 or EDEC-1160)	2
	Total Credits	**15**
	Total AA Credits	**60-61**

**Courses in development*

Associate of Applied Science (AAS)

AAS.1312 (60-61 Credits)

This degree provides students with current information related to evidence-based practices and supports them in their continued development as early childhood professionals.

Objectives

- Students will promote positive child development and learning.
- Students will demonstrate knowledge of how to build family and community relationships.
- Students will demonstrate knowledge in observing, documenting, and assessing to support children and families.
- Students will demonstrate knowledge in teaching and learning.
- Students will demonstrate knowledge of professionalism in the early childhood field.

Notes

- Students should consult with their faculty advisor about elective courses that best suits their career and academic goals.

Technical Standards

- Differentiate lesson plans/activities to fit the needs of children of varying ages and stages of development.
- Create an environment to maintain physical and mental health and safety of all children at varying ages and stages of development.
- Create the environment to maximize learning of all children.
- Implement lesson plans/activities that integrate core curriculum.
- Integrate technology into lesson plans/activities to fit the needs of all children.
- Communicate with all families in a manner that addresses family diversity.
- Include all families in a family-school partnership.
- Maintain an encouraging classroom for all children.

- Observe and document each child regularly to accurately assess strengths and weaknesses and record progress.
- Plan the program to meet the needs of all children and families.
- Incorporate professional development activities into a personal growth plan.

Recommended Plan of Study

1st Semester		Credits
ECED-1050	Expressive Arts	3
ECED-1060	Observation, Assessment, & Guidance	3
ECED-1150	Introduction to Early Childhood Education	3
ENGL-1010	English Composition I	3
PRVD-1010	Achieving College Success	3
	Total Credits	**15**

2nd Semester		Credits
ECED-1110	Infant/Toddler Development	3
ECED-1120	Preschool Child Development	2
ECED-1220	Pre-Practicum	1
ENGL-2110	Children's Literature	3
	Lab Science GE Elective (recommend BIOS-1000)	3
	Elective (see advisor)	3
	Total Credits	**15**

3rd Semester		Credits
ECED-1160	Early Language & Literacy	3
ECED-1230	School-Age Child Development	2
ECED-1610*	Infant Practicum	1
ECED-1620*	Toddler Practicum	1
ECED-2060	Early Childhood Education Curriculum Planning	3
	Math GE Elective	3-4
	Oral Communication GE Elective	3
	Total Credits	**16-17**

4th Semester		Credits
ECED-1010	CDA Preparatory Seminar	3
ECED-1630*	Preschool Practicum	1
ECED-1640*	School Age Practicum	1
ECED-2050	Children with Exceptionalities	3
ECED-2070	Family & Community Relationships	3
	Social Science GE elective	3
	Total Credits	**14**
	Total AAS Credits	**60-61**

**Courses in development*

Education (Elementary)

AA.1312A (61 Credits)
Associate of Arts
Alliance • Scottsbluff • Sidney

This emphasis area includes all coursework necessary to complete the general graduation requirements for the Associate of Arts degree. Emphasis is placed on coursework in the field of elementary education required by baccalaureate degree-issuing institutions. The coursework in elementary education meets the academic description and content necessary to fulfill the program requirements of four-year institutions and the teacher certification requirements of the State of Nebraska.

Objectives

- Provide students with a sequential course structure that fulfills general graduation requirements for the Associate of Arts degree.
- Provide the student, upon completion of the field of study, easy entry into elementary education programs leading to the baccalaureate degree in elementary education and Nebraska teacher certification.

Notes

- Students who plan to transfer to a four-year college or university should consult their faculty and transfer advisors early in their WNCC career to determine a curriculum to best suit their transfer goals.
- Students should consult with their faculty advisor regarding the selection of the six (6) humanities and six (6) social sciences credits required of the general education program to best meet their future academic and career goals.
- Students should consult with their faculty advisor and their proposed transfer institution to determine if Cultural Anthropology is required by their selected transfer institution.
- It is recommended that electives come from an area of interest, such as literature, mathematics, science, or social science.
- EDUC-2860 (Music Education for Elementary Teachers) is strongly suggested for elementary education students of sophomore standing or higher. It is not recommended for first semester students.

Recommended Program Courses

Class		Credit
EDUC-1110	Introduction to Professional Education	3
EDUC-2000	Educational Psychology	3
EDUC/ ENGL-2110	Children's Literature *	3
EDUC-2860	Music Education for Elementary Teachers	3
EDUC-2890	Art Education for Elementary Teachers	3
MATH-1180	Math for Elementary Teachers	3
PSYC-2100	Child Growth and Development	3

**Fulfills one humanities requirements.*

Recommended Elective Courses

Class		Credit
ECON-1230	General Economics	3
POLS-1000	American Government	3
	Any History course	

Recommended Plan of Study

1st Semester		Credits
EDUC-1110	Introduction to Professional Education	3
ENGL-1010	English Composition I	3
PRDV-1010	Achieving College Success	3
	Lab Science GE elective	4
	Oral Communication GE elective	3
	Total Credits	**16**

2nd Semester		Credits
ATHC-1790	Personal Health or Elective in area of interest	3
EDUC-2890	Art Education for Elementary Teachers	3
ENGL-1020	English Composition II	3
MATH-1180	Math for Elementary Teachers	3
	Elective in area of interest	3
	Total Credits	**15**

3rd Semester		Credits
ECON-1230	General Economics or Elective in area of interest	3
EDUC-2860	Music Education for Elementary Teachers	3
PSYC-1810	Introduction to Psychology	3
	History elective or Elective in area of interest	3
	Humanities GE elective	3
	Total Credits	**15**

4th Semester		Credits
EDUC-2000	Educational Psychology	3
EDUC/ ENGL-2110	Children's Literature	3
POLS-1000	American Government or Elective in area of interest	3
PSYC-2100	Child Growth and Development	3
	Social Sciences GE elective	3
	Total Credits	**15**
	Total AA Credits	**61**

Education (Music)

AA.1313A (61 Credits)
Associate of Arts
Scottsbluff

This emphasis area offers the first two years of basic music requirements for the baccalaureate degree in music education. The non-music courses that are suggested meet WNCC's requirements for the Associate of Arts degree.

Objectives

- Provide the music requirements in Music Theory and Ear Training.
- Provide music requirements in applied music major area and keyboard.
- Provide ensemble participation.
- Provide related education courses.
- Provide options in related areas of study.
- Provide options for music minor participation.

Notes

- Students who plan to transfer to a four-year college or university should consult their faculty and transfer advisors early in their WNCC career to determine a curriculum to best suit their transfer goals.
- Students should consult with their faculty advisor regarding the selection of the six (6) humanities and six (6) social sciences credits required of the general education program to best meet their future academic and career goals.

- EDUC-2860 (Music Education for Elementary Teachers) is strongly suggested for elementary education students of sophomore standing or higher. It is not recommended for first semester students.
- MUSC-2120 (Applied Music: Keyboarding III) and MUSIC 2130 (Applied Music: Keyboarding IV) are strongly suggested for the program, but not required.
- MUSC-2455 (Music Theory III) may not be offered every year. Students should check with their faculty advisors.

Program Requirements

AA General Education Core — 32 credits

Vocal Performance Core — 29 credits

Class		Credits
EDUC-1110	Introduction to Professional Education	3
MUSC-1160	Band (4 semester)	4
	or	
MUSC-1200	Collegiate Chorale (4 semesters)	
MUSC-1410	Music Fundamentals	3
MUSC-1455	Music Theory I	3
MUSC-1455L	Music Theory Lab I	1
MUSC-1475	Music Theory II	3
MUSC-1475L	Music Theory Lab II	1
MUSC-2455	Music Theory III	3
MUSC-2455L	Music Theory Lab III	1
	Applied Music: Major Area (4 semesters)	4
	Applied Music: Minor Area (3 semesters)	3
	Total Credits	**61 credits**

Recommended Plan of Study

1st Semester		Credits
EDUC-1110	Introduction to Professional Education	3
ENGL-1010	English Composition I	3
MUSC-1160	Band	1
	or	
MUSC-1200	Collegiate Chorale	
MUSC-1410	Music Fundamentals	3
PRDV-1010	Achieving College Success	3
	Applied Music: Major Area	1
	Applied Music: Minor Area	1
	Total Credits	**15**

2nd Semester		Credits
ENGL-1020	English Composition II	3
MUSC-1160	Band	1
	or	
MUSC-1200	Collegiate Chorale	
MUSC-1455	Music Theory I	3
MUSC-1455L	Music Theory Lab I	1
PSYC-1810	Introduction to Psychology	3
	Applied Music: Major Area	1
	Applied Music: Minor Area	1
	Humanities GE Elective	3
	Total Credits	**16**

3rd Semester		Credits
MUSC-1010	Music Appreciation	3
MUSC-1160	Band	1
	or	
MUSC-1200	Collegiate Chorale	
MUSC-1475	Music Theory II	3
MUSC-1475L	Music Theory Lab II	1
	Applied Music: Major Area	1
	Applied Music: Minor Area	1
	Lab Science GE elective	4
	Total Credits	**14**

4th Semester		Credits
MATH-1150	College Algebra (or higher)	4
MUSC-1160	Band	1
	or	
MUSC-1200	Collegiate Chorale	
MUSC-2455	Music Theory III	3
MUSC-2455L	Music Theory Lab III	1
	Applied Music: Major Area	1
	Oral Communication GE elective	3
	Social Sciences GE elective	3
	Total Credits	**16**
	Total AA Credits	**61**

Education (Secondary)

AA.1312B (60-61 Credits)
Associate of Arts
Alliance • Scottsbluff • Sidney

The secondary education emphasis area provides the first two years of training in the field of secondary education and includes all coursework necessary to complete the general requirements of the Associate of Arts degree. Emphasis is placed on coursework required in the field of education and initial coursework in one's chosen teaching field. This field of study meets the requirements of a

baccalaureate four-year institution. The coursework in secondary education meets all the academic description and content necessary to fulfill program requirements of four-year institutions and teacher certification requirements of the State of Nebraska.

Objectives

- Provide students with a sequential course structure that fulfills general graduation requirements for the Associate of Arts degree.
- Provide students, upon completion of the field of study, easy entry into secondary education programs leading to the baccalaureate degree in their chosen field and Nebraska teacher certification.

Notes

- Students who plan to transfer to a four-year college or university should consult their faculty and transfers advisor early in their WNCC career to determine a curriculum to best suit their transfer goals.
- Students should discuss with their advisor and select an area of teaching emphasis for their elective credits.

Recommended Elective Courses

Class		Credit
EDUC-1110	Intro to Professional Education	3
POLS-1000	American Government	3
	American or English Literature course	3
	Sociology course	3

Recommended Plan of Study

1st Semester		Credits
EDUC-1110	Introduction to Professional Education	3
ENGL-1010	English Composition I	3
PRDV-1010	Achieving College Success	3
	Math GE elective	3-4
	Lab Science GE elective	4
	Total Credits	**16-17**
2nd Semester		**Credits**
ENGL-1020	English Composition II	3
PSYC-1810	Introduction to Psychology	3
	Oral Communication GE elective	3
	Social sciences GE elective	3
	Elective/s	4
	Total Credits	**16**
3rd Semester		**Credits**
ATHC-1790	Personal Health or Elective in area of interest	3
SOCI-2150	Issues of Unity & Diversity or Sociology course of choice	3
	American or English Literature or Elective	3
	Humanities GE elective	3
	Elective in area of interest	3
	Total Credits	**15**
4th Semester		**Credits**
EDUC-2000	Educational Psychology or Elective	3
POLS-1000	American Government or Elective	3
	Social sciences GE elective	3
	Elective in area of emphasis	3-4
	Total Credits	**12-13**
	Total AA Credits	**60-61**

Emergency Medical Services

Scottsbluff

Courses in emergency medical services (EMS) prepare students with the skills necessary for a career as an emergency medical responder (EMR), emergency medical technician (EMT), advanced emergency medical technician (AEMT), or paramedic (PM). Emergency medical services coursework provides graduates with progressive levels of knowledge and skills to deliver care for medical and trauma emergencies prior to arrival at a hospital.

Upon the successful completion of coursework, industry credentials will be awarded. Please contact the EMS Director at 308.635.6181 for more information about courses and programming available.

Technical Standards

- **Critical Thinking**
  - Apply knowledge and experience in the determination of appropriate emergency patient care.

- Evaluate and monitor patient's objective and subjective responses to emergency care.
- Interpret, prioritize, problem solve, and demonstrate critical thinking in emergency protocols.

- **Direct care**
  - Apply knowledge and experience in the assessment of patients and emergency scene to provide appropriate and safe patient care.
  - Utilize equipment according to squad protocols.
  - Perform direct patient care based on evaluation of specific emergency situation utilizing established squad protocols.
  - Perform CPR and other basic life support functions.
  - Transport and transfer patients/clients.
- **Collection of Patient Information**
  - Apply knowledge and experience in the assessment of patients in order to perform emergency care.
  - Maintain accurate medical records.
- **Communication**
  - Effectively communicate in English both verbally and in written form with patients, patient families, and other health care professionals.
- **Professional Attitude and Behavior**
  - Demonstrate a commitment to an environment of mutual respect, trust, integrity, and reliability in interactions with patients, their families and other healthcare professionals.
- **Safety**
  - Apply knowledge and experience in the assessment of safety in patient care treatment and environment.
  - Demonstrate proficiency in and strict adherence to squad protocols for the provision of care.
  - Perform Quality Control Procedures
  - Ensure infection control.

Paramedic Program

Gainful Employment (GE) – For more information about WNCC's graduation rates, the median debt of students who have completed this program, and other important information, please visit **wncc.edu/equity**.

The curriculums for a new certificate in paramedicine is in development. Please contact the Program Director for Emergency Medical Services at 308.635.6060 for specific information about the program.

(Pre) Engineering

AS.1401 (64 Credits)
Associate of Science
Scottsbluff

The pre-engineering emphasis area is designed for those students who are interested in the field of engineering. This emphasis area offers knowledge and skills in science, mathematics, engineering, and general education that are common to many engineering disciplines and normally required of freshman and sophomore engineering students. This program is in alignment with the STEP program for direct transfer to the University of Nebraska - Lincoln.

Objectives

- Permit the student to explore various courses of mathematics and sciences that may lead to a major in a specialized emphasis.

Notes

- Students who plan to transfer to a four-year college or university should consult their faculty and transfer advisors early in their WNCC career to determine a curriculum to best suit their transfer goals.
- Substitutions in the science/math courses listed can be made depending on the area of interest. Please see a faculty advisor and/or the chair of the Division of Math and Science for possible substitutions.
- In addition to the general education requirements for the AS degree, 28 credits of core courses and 14 credits of electives are required for the degree in pre-dentistry.
- Depending on the choice of electives, it is possible that the total credits earned for the AS degree will exceed 60 credit credits.
- Students should understand that the courses included in the lists of core requirements and recommended electives will be required by receiving institutions at some point in their journey to the bachelor's or professional degree.

Core Requirements (28 credits)

- A minimum of 15-16 credits of combined science and math credits are required for the AS degree. This must include a minimum of three (3) credits of math and four (4) credits of science from BIOS, CHEM or PHYS options.

Class		Credits
ENGR-1020	Programming & Problem Solving	3
MATH-1600	Analytic Geometry & Calculus I	5
MATH-2150	Calculus II	5

MATH-2160	Calculus III	5
PHYS-1300	Physics I (and lab & recitation)	5
	or	
PHYS-2400	Physics I w/ Calculus (and lab & recitation)	
PHYS-1350	Physics II (and lab & recitation)	5
	or	
PHYS-2450	Physics II w/ Calculus (and lab & recitation)	

Recommended technical electives or courses required for transfer (14 credits selected from below):

Class		Credits
ENGR-1010	Introduction to Engineering Design	3
ENGR-1070	Graphics for Engineers	3
ENGR-2010	Introduction to Circuits and Electronics	3
ENGR-2020	Statics	3
MATH-2210	Applied Differential Equations	3

Recommended Plan of Study

1st Semester		Credits
ENGL-1010	English Composition I	3
ENGR-1010	Introduction to Engineering Design	3
MATH-1600	Analytic Geometry & Calculus I	5
PRDV-1010	Achieving College Success	3
	Technical elective (1)	3
	Total Credits	**17**

2nd Semester		Credits
ENGL-1020	English Composition II	3
ENGR-1020	Programming and Problem Solving	3
MATH-2150	Calculus II	5
	Technical elective (2)	3
	Humanities GE elective	3
	Total Credits	**17**

3rd Semester		Credits
MATH-2200	Calculus III	5
PHYS-2400	Physics I with Calculus (and lab & recitation)	5
	Technical elective (3)	3
	Oral Communication GE elective	3
	Total Credits	**16**

4th Semester		Credits
PHYS-2450	Physics II with Calculus	5
	Technical elective (4)	3
	Technical elective (5)	3
	Social Science GE elective	3
	Total Credits	**14**
	Total AS Credits	**64**

(Pre) Food Science

AS.0110 (67 Credits)
Associate of Science
Scottsbluff

The food science emphasis area allows students to complete two years of study at WNCC and then continue their studies leading toward a bachelor of science degree in Food Science and Technology at the University of Nebraska – Lincoln (UNL).

Notes

- Students who plan to transfer to UNL, or another four-year college or university, should consult with their faculty advisor and transfer advisor early in their WNCC career to determine a curriculum best suited to their transfer goals.

Transfer to University of Nebraska – Lincoln

- Careful consideration should be given to the course requirements of the Applied Science program at UNL.
- UNL prefers the communication course to be SPCH-1110 (Public Speaking).
- UNL accepts 60 credit credits toward the eventual bachelor of applied science degree. MATH-1150 (College Algebra) transfers as three (3) credits rather than four (4). MATH-1210 (Trigonometry) transfers as two (2) credits rather than three (3).
- UNL requires additional Achievement-Centered Education (ACE) electives. These can be taken through UNL as soon as a student applies for and is accepted for admission to UNL. These courses can also be taken at WNCC. The following courses are offered at WNCC that satisfy the UNL's nine ACE credit hour requirements:

Class		Credit
HIST-2100	World Civilization (4000 BC – 500 AD)	3
HIST-2110	World Civilization (1500 AD – present)	3
POLS-1600	International Relations	3

- Students who transfer to UNL are encouraged to apply for admission early in their program. ACE elective classes can be taken through UNL during the student's time at WNCC thereby lessening the credit load in the

fourth semester and guaranteeing maximum credit hour transfer.

- In addition to the general education requirements for the AS degree, 43 credits of core courses are required for the degree in pre-food science.
- Depending on the student's choice of electives, it is possible that the total credits earned for the AS degree will exceed 60 credit credits.
- Students should understand that the courses included in the lists of core requirements and recommended electives will be required by receiving institutions at some point in their journey to the bachelor's degree.

Core Requirements (43 credits)

- A minimum of 15-16 credits of combined science and math credits are required for the AS degree. This coursework must include a minimum of three (3) credits of math and four (4) credits of science from BIOS, CHEM or PHYS options.

Class		Credits
BIOS-1010	General Biology (and lab)	4
BIOS-1300	Botany (and lab)	4
BIOS-1380	General Zoology (and lab)	4
BIOS-2120	Genetics (and lab)	4
CHEM-1090	General Chemistry I (and lab)	4
CHEM-1100	General Chemistry II (and lab)	4
CHEM-2510	Organic Chemistry I (and lab)	4
CHEM-2520	Organic Chemistry II (and lab)	4
MATH-1210	Trigonometry	3
MATH-1600	Analytic Geometry & Calculus I	5
MATH-2170	Applied Statistics	3

Recommended Plan of Study

1st Semester		Credits
BIOS-1010	General Biology (and lab)	4
CHEM-1090	General Chemistry I (and lab)	4
ENGL-1010	English Composition I	3
MATH-1210	Trigonometry	3
PRDV-1010	Achieving College Success	3
	Total Credits	**17**

2nd Semester		Credits
BIOS-1300	General Botany (and lab)	4
CHEM-1100	General Chemistry II (and lab)	4
ENGL-1020	English Composition II	3
MATH-1600	Analytic Geometry and Calculus I	5
	Total Credits	**16**

3rd Semester		Credits
BIOS-2120	Genetics (and lab)	4
CHEM-2510	Organic Chemistry I (and lab)	4
MATH-2170	Statistics	3
	Humanities GE elective	3
	Social Science GE elective	3
	Total Credits	**17**

4th Semester		Credits
BIOS-1380	General Zoology (and lab)	4
CHEM-2520	Organic Chemistry II (and lab)	4
	Oral Communication GE elective	3
	Electives	6
	Total Credits	**17**
	Total AS Credits	**67**

Foreign Language (Spanish)

AA.1609A (60 Credits)
Associate of Arts
Alliance • Scottsbluff • Sidney

The Foreign Language Program provides a two-year course of study in Spanish to meet the vocational, avocation, and academic needs of the student. Because Intermediate levels of Spanish are sometimes not offered every year, students should check with their faculty advisor. The courses of study suggested below are planned to meet the requirements for the Associate of Arts degree awarded by WNCC, as well as to meet the requirements for junior standing at four-year colleges and universities, where students may continue work toward a baccalaureate degree. The Foreign Language track applies equally to those students whose interest is more avocation and to those whose interest is vocational.

Those interested in avocational foreign language study often desire to broaden themselves through the study of foreign languages and cultures or to experience through such a course of study personal enjoyment and satisfaction. On the other hand, those who realize that the knowledge of foreign language makes them more desirable to a prospective employer are interested in foreign language for vocational purposes. Academic courses in general areas of study are also deemed important to correspond with the philosophy of WNCC. Courses are included which are in addition to the foreign language study.

Objectives

- Provide students with the first two years of course-work in Spanish, together with co-curricular courses, leading to an Associate of Arts degree. This course-work is also prerequisite to a more advanced degree.
- Develop skills of performance and attitudes which may have vocational and/or avocation application.
- Provide students with opportunities for creative self-expression in Spanish.
- Increase the student's appreciation and enjoyment of foreign language and other cultures around the world.
- Provide students a course that meets the foreign language or humanities requirements in four-year institutions.

Notes

- Students who plan to transfer to a four-year college or university should consult their faculty advisor and transfer advisor early in their WNCC career to determine a curriculum to support their transfer goals.
- The University of Nebraska – Lincoln (B.A., B.S., or B.F.A.) and University of Wyoming (select B.A. programs) require a foreign language for graduation. The student should consult the catalog of these or other four-year colleges and universities of interest to verify these requirements.
- The following is a sample course of study. Students should work closely with their faculty advisor to develop a personal plan of study consistent with individual goals.

Program Requirements

AA General Education Core	**32 credits**
Foreign Language Core	**25 credits**

Class		Credits
ANTH-2130	Mexican-American & Native-American Cultures	3
ARTS-1050	Introduction to Art History and Criticism I	3
SOCI-2150	Issues of Unity & Diversity	3
SPAN-1300	Elementary Spanish I	5
SPAN-1350	Elementary Spanish II	5
SPAN-2300	Intermediate Spanish I	3
SPAN-2350	Intermediate Spanish II	3

Electives	**3 credits**
Total Credits	**60 credits**

Recommended Plan of Study

1st Semester		Credits
ENGL-1010	English Composition I	3
MATH-1150	College Algebra (or higher)	4
PRDV-1010	Achieving College Success	3
SPAN-1300	Elementary Spanish I	5
	Total Credits	**15**
2nd Semester		**Credits**
ENGL-1020	English Composition II	3
SPAN-1350	Elementary Spanish II	5
	Humanities GE elective	3
	Social Science GE elective	3
	Total Credits	**14**
3rd Semester		**Credits**
ANTH-2130	Mexican American/Native American Cultures	3
SPAN-2300	Intermediate Spanish I	3
	Humanities GE elective	3
	Lab Science GE elective	4
	Oral Communication GE elective	3
	Total Credits	**16**
4th Semester		**Credits**
ARTS-1050	Introduction to Art History and Criticism I	3
SPAN-2350	Intermediate Spanish II	3
SOCI-2150	Issues of Unity and Diversity	3
	Social Science GE elective	3
	Elective	3
	Total Credits	**15**
	Total AA Credits	**60**

Forestry/Wildlife Management

AS.0305 (61 Credits)
Associate of Science
Scottsbluff

This emphasis area provides the student with comprehensive coverage of the natural world. This course of study is designed to meet the needs of those wishing to gain technical knowledge for entry into other related areas within the field of biology, such as forestry and wildlife management, as well as those seeking a general acquaintance with the field.

Objectives

- Provide a basic understanding of the life processes while affording the opportunity to become better acquainted with the natural world.
- Stimulate interest in the biological sciences as a possible career goal.
- Provide the necessary knowledge, understanding, and techniques to better manage and conserve the environment.
- Instill a sense of appreciation for the often-unseen beauty in the living world.
- Teach the fundamental techniques necessary to employ the scientific method in further research in the biological sciences.
- Make the student aware of the importance of a career focused on the care and management of our renewable resources.
- Provide an educational experience allowing the student to complete the transition to a four-year college or university with relative ease.

Notes

- Students who plan to transfer to a four-year college or university should consult their faculty and transfer advisors early in their WNCC career to determine a curriculum best suited to their transfer goals.
- In addition to the general education requirements for the AS degree, 27 credits of core courses and 16 credits of electives are required for the degree in forestry/wildlife management.
- Depending on the student's choice of electives, it is possible that the total credits earned for the AS degree will exceed 60 credit credits.
- Students should understand that the courses included in the lists of core requirements and recommended electives will be required by receiving institutions at some point in their journey to the bachelor's degree.

Core Requirements (23 credits)

- A minimum of 15-16 credits of combined science and math credit credits are required for the AS degree. This coursework must include a minimum of three (3) credits of math and four (4) credits of science from BIOS, CHEM or PHYS options.

Class		Credits
BIOS-1010	General Biology (and lab)	4
BIOS-1100	Environmental Science (with lab)*	4
BIOS-1380	General Zoology (and lab)	4
CHEM-1090	General Chemistry I (and lab)	4
CHEM-1100	General Chemistry II (and lab)	4
MATH-1150	College Algebra	4
MATH-1210	Trigonometry	3

*Some students may find it more practical to substitute PHYS-1300 for BIOS-1100 and continue with PHYS-1350**.**

Recommended electives or courses required for transfer (15 credits selected from below):

Class		Credits
BIOS-1300	General Botany (and lab)	4
BIOS-2120	Genetics (and lab)	4
BIOS-2460	Microbiology (and lab)	4
CHEM-2510	Organic Chemistry I (and lab)	4
CHEM-2520	Organic Chemistry II (and lab)	4

Recommended Plan of Study

1st Semester		Credits
BIOS-1010	General Biology (and lab)	4
CHEM-1090	General Chemistry I (and lab)	4
ENGL-1010	English Composition I	3
MATH-1150	College Algebra	4
PRVD-1010	Achieving College Success	3
	Total Credits	**18**

2nd Semester		Credits
BIOS-1380	General Zoology (and lab)	4
CHEM-1100	General Chemistry II (and lab)	4
ENGL-1020	English Composition II	3
MATH-1210	Trigonometry	3
	Total Credits	**14**

3rd Semester		Credits
BIOS-1100	Environmental Science	4
BIOS-2120	Genetics (and lab)	4
CHEM-2510	Organic Chemistry I (and lab)	4
	Oral Communication GE elective	3
	Total Credits	**15**

4th Semester		Credits
BIOS-1300	General Botany (and lab)	4
CHEM-2520	Organic Chemistry II (and lab)	4
	Humanities GE Elective	3
	Social Science GE Elective	3
	Total Credits	**14**
	Total AS Credits	**61**

General Studies (with emphases option in Art)

AA.2401 (60 Credits)
Associate of Arts
Alliance • Scottsbluff • Sidney

This emphasis area is designed to provide a well-rounded education for students who want to follow a general course of study in the liberal or fine arts. It may be useful to the student who wishes to attend only two years of college or to the student who plans to transfer to another institution but still needs the broad background of coursework in the freshman and sophomore years.

Objectives

- Provide for the well-rounded development of the individual.
- Permit the student to explore various fields that may lead to a major in the liberal arts or a specialized area.

Notes

- Students who plan to transfer to a four-year college or university should consult their faculty and transfer advisors early in their WNCC career to determine a curriculum best suited to their transfer goals.
- Students should consult with their faculty advisor about specific course recommendations to fulfill the six (6) humanities and six (6) social sciences credits required of the general education program. Advisors can help select the best courses to meet future career and transfer goals.
- There are two emphasis areas (general studies and art) from which to choose from when considering an AA in general studies.

General Studies Emphasis

AA General Education Core — 32 credits

General Studies Core — 14 credits

Class		Credit
SPAN-1300	Elementary Spanish I	5
PHIL-1060	Intro to Ethics & Current Issues in Philosophy	3
	or	
PHIL-1150	Critical and Creative Thinking	
	or	
SOCI-2150	Issues of Unity and Diversity	
	One additional literature course	3
	One additional aesthetics course	3

Electives — 14 credits

Total AA Credits — 60 credits

Art Emphasis

AA General Education Core — 32 credits

Art Core — 9 credits

Class		Credit
PHIL-1060	Intro to Ethics & Current Issues in Philosophy	3
	or	
PHIL-1150	Critical and Creative Thinking	
	or	
SOCI-2150	Issues of Unity and Diversity	
	One additional literature course	3
	One additional aesthetics course	3

Electives (selected from below) — 19 credits

Class		Credits
ARTS-1400	Beginning Printmaking	3
	or	
ARTS-1680	Beginning Watercolor Painting	
	or	
ARTS-2450	Figure Drawing	
	or	
ARTS-2460	Sculpture I	
ARTS-1550	Drawing I	3
ARTS-1580	Drawing II	3
ARTS-2400	Painting I	3
ARTS-2430	Painting II	3

Total AA Credits — 60 credits

General Studies (Math and Science)

AS.2401 (61 Credits)
Associate of Science
Alliance • Scottsbluff • Sidney

This program is designed for students wishing to follow a program of study with an emphasis in the sciences. Its purpose is to provide a well-rounded education for those students interested in a math or science-related field including engineering and computer science.

Objectives

- Permit students to explore various courses of mathematics and sciences that may lead to a major in a specialized emphasis area.

Notes

- Students who plan to transfer to a four-year college or university should consult their faculty and transfer advisors early in their WNCC career to determine a curriculum best suited to their transfer goals.
- Students following the pre-engineering option should choose from the following technical electives:

Class		Credit
ENGR-1010	Introduction to Engineering Design	3
ENGR-1020	Programming & Problem Solving	3
ENGR-1070	Graphics for Engineers	3
ENGR-2010	Introduction to Circuits & Electronics	3
ENGR-2020	Statics	3

- Students should consult with their faculty advisor before selecting science, math, and elective courses.
- Students following the pre-computer science option should take technical elective INFO-1355 (Computer Science I) and should consult with their faculty advisor before selecting science, math, and elective courses.
- In addition to the general education requirements for the AS degree, a minimum of 15-16 credits of core courses and 26 credits of technical electives are required for the general studies in math and science degree.
- Depending on the student's choice of electives, it is possible that the total credits earned for the AS degree will exceed 60 credit credits.
- Students should understand that the courses included in the lists of core requirements and recommended electives will be required by receiving institutions at some point in their journey to the bachelor's degree.

Core Requirements (15-16 credits)

- A minimum of 15-16 credits of combined science and math credits are required for the AS degree. Must include three (3) credits minimum in MATH or STAT. Must include a minimum of four (4) credits of science from BIOS, CHEM or PHYS options.

Class		Credits
BIOS-1010	General Biology (and lab)	4
BIOS-1100	Environmental Science (with lab)	4
BIOS-1380	General Zoology (and lab)	4
BIOS-1160	Intro to Human Anatomy & Physiology	4
BIOS-1300	Botany (and lab)	4
BIOS-1380	Zoology (and lab)	4
BIOS-2250	Human Anatomy & Physiology I (and lab)	4
BIOS-2260	Human Anatomy & Physiology II (and lab)	4
BIOS-2120	Genetics (and lab)	4
BIOS-2460	Microbiology (and lab)	4
CHEM-1050	Introductory Chemistry (and lab)	4
CHEM-1090	General Chemistry I (and lab)	4
CHEM-1100	General Chemistry II (and lab)	4
CHEM-2510	Organic Chemistry I (and lab)	4
CHEM-2520	Organic Chemistry II (and lab)	4
GEOL-1010	Physical Geology (and lab)	4
MATH-1150	College Algebra	4
MATH-1210	Trigonometry	3
MATH-1600	Analytic Geometry & Calculus I	5
MATH-2150	Calculus II	5
MATH-2170	Applied Statistics	3
MATH-2200	Calculus III	5
MATH-2210	Differential Equations	3
PHYS-1200	Earth and Space Science (and lab)	4
PHYS-1070	Astronomy (and lab)	4
PHYS-1100	Physical Science (and lab)	4
PHYS-1300	Physics I (and lab & recitation)	5
PHYS-1350	Physics II (and lab & recitation)	5
PHYS-2400	Physics I with Calculus (and lab & recitation)	5
PHYS-2450	Physics II with Calculus (and lab & (recitation)	5

Additional recommended technical electives or courses required for transfer (26 credits)

These courses do not meet the required minimum math/science requirement for the AS degree.

Technical electives may be selected from the list of core courses in addition these courses.

Class		Credits
BIOS-1000	Basic Nutrition	3
BIOS-2050	Nutrition and Diet Therapy	3
ENGR-1010	Intro to Engineering Design	3
ENGR-1020	Programming & Problem Solving	3
ENGR-1070	Graphics for Engineers	3
ENGR-2010	Intro to Circuits & Electronics	3
ENGR-2020	Statics	3
INFO-1200	Introduction to Computer Science	3
INFO-1355	Computer Science I	3

INFO-2330	Data Structures	3
PHYS-1225	Science of Sports	4

Recommended Plan of Study

1st Semester		**Credits**
ENGL-1010	English Composition I	3
PRVD-1010	Achieving College Success	3
	Math GE/Core elective	4
	Math or Science Core elective	4
	Technical elective	3
	Total Credits	**17**
2nd Semester		**Credits**
ENGL-1020	English Composition II	3
	Lab Science GE/Core elective	4
	Technical electives	8
	Total Credits	**15**
3rd Semester		**Credits**
	Humanities GE elective	3
	Oral Communication GE elective	3
	Math or Science Core elective	4
	Technical elective	4
	Total Credits	**14**
4th Semester		**Credits**
	Social Science GE elective	3
	Technical electives	12
	Total Credits	**15**
	Total AS Credits	**61**

General Studies (Social Sciences)

AA.4501 (61 Credits)
Associate of Arts
Alliance • Scottsbluff • Sidney

The Division of Social Sciences at WNCC offers students the opportunity to earn an Associate of Arts (AA) in social sciences, a multidisciplinary program with an intellectually rich and diverse combination of courses. The AA in social sciences permits students to select courses from their choice of four (4) of the program's six (6) areas of study: anthropology, economics, geography, history, political science, or sociology. Ultimately, this program is specifically designed to introduce the social sciences that will successfully prepare students for a variety of interesting and meaningful professions.

Objectives

- Identify the multidisciplinary knowledge requisite to understanding personal and social responsibility in modern, complex, and interdependent societies;
- Assess the knowledge required to understand and value human cultures and diversity;
- Synthesize, integrate, and apply knowledge in the areas of local and global civic awareness, intercultural competence, and ethical reasoning and action;
- Develop and demonstrate applied skills across students' chosen areas of study, consistent with students' plans to transfer to a four-year college or university and/or their career path;
- Develop and utilize a set of intellectual and life skills in the areas of communication, critical thinking, problem solving, information literacy, humanities and/or fine arts awareness, cultural awareness, personal development, and life-long learning.

Notes

- Students who plan to transfer to a four-year college or university should consult with their WNCC faculty advisor, the WNCC transfer advisor, and/or transfer advisor at their intended transfer institution early in their enrollment to determine the most appropriate curriculum for their proposed program of study at transfer institution.

Requirements

AA General Education Core **31 credits**

Required Social Science Core **18 credits**

See below. The specific social science courses to be selected are at the discretion of the student and in consultation with her/his academic advisor.

Open electives **11 credits**

See below. Selected at the discretion of the student and in consultation with her/his academic advisor.

Total Credits **60 credits**

Required Social Science Core (selected from below) **18 credits**

Select a total of six (6) courses or 18 credit credits from any four (4) of the following six (6) social science disciplines.

The choice of social science courses and disciplines is at the student's discretion, in consultation with her or his academic advisor.

Class		Credit
Anthropology		
ANTH-2130	Mexican-American and Native/American Cultures	3
Economics		
ECON-1230	General Economics	3
ECON-2120	Principles of Microeconomics	3
ECON-2110	Principles of Macroeconomics	3
Geography		
GEOG-1120	Physical Geography	3
GEOG-2260	Cultural Geography	3
History		
HIST-2010	American History I	3
HIST-2020	American History II	3
HIST-2050	Special Topics in History	3
HIST-2060	History of Nebraska	3
HIST-2100	World Civilizations (4000 B.C. – 1500 A.D.)	3
HIST-2110	World Civilizations (1500 A.D. – Present)	3
HIST-2580	History of the American West	3
Political Science		
POLS-1000	American Government	3
POLS-1600	International Relations	3
Sociology		
SOCI-1010	Introduction to Sociology	3
SOCI-2050	Special Topics in Sociology	3
SOCI-2250	Marriage and Family	3
SOCI-2150	Issues of Unity and Diversity	3

Recommended Elective Courses (selected from below) 11 credits

Class		Credit
	Any ANTH course	3
	Any ECON course	3
	Any GEOG course	3
	Any HIST course	3
	Any PHIL course	3
	Any POLS course	3
	Any PSYC course	3
	Any SOCI course	3
	Leadership Development course	3
	Case Studies in Leadership course	3
CRIM-1010	Introduction to Criminal Justice	3
CRIM-1030	Courts & the Judicial Process	3
CRIM-2150	Contemporary Issues in Criminal Justice	3
INFO-1100	Microcomputer Applications	3

Recommended Plan of Study

1st Semester		Credits
ENGL-1010	English Composition I	3
MATH-2170	Applied Statistics	3
PRDV-1010	Achieving College Success	3
	Course from core areas of study	3
	Elective	3
	Total Credits	**15**
2nd Semester		**Credits**
	Courses from core areas of study	6
	Humanities GE elective	3
	Oral Communication GE elective	3
	Social Sciences GE elective	3
	Total Credits	**15**
3rd Semester		**Credits**
ENGL-1020	English Composition II	3
	Courses from core areas of study	6
	Lab Science GE elective	4
	Elective	3
	Total Credits	**16**
4th Semester	**Credits**	
	Course from core area of study	3
	Humanities GE elective	3
	Social Science GE elective	3
	Electives	6
	Total Credits	**15**
	Total AA Credits	**61**

Health Information Technology

Associate of Applied Science

Diploma

Alliance • Scottsbluff • Sidney

The Health Information Technology (HIT) Program is designed to prepare students to enter the health information field with either a diploma in coding or an Associate of Applied Science degree. Students receiving a diploma are prepared to work in entry-level positions as a coding technician in a variety of healthcare settings. Those receiving an Associate of Applied Science degree

are able to work in a greater variety of entry-level positions given greater clinical and didactic preparation.

Associate of Applied Science (AAS)

AAS.5107A (64-65 credits)

The AAS in Health Information Technology at WNCC is accredited by the Commission on Accreditation for Health Informatics and Information Management Education (CAHIIM). Students graduating from the program are eligible to take the national qualifying examination for certification as a Registered Health Information Technician (RHIT).

WNCC has an articulation agreement with Mid-Plains Community College (MPCC) to offer the HIMS courses to MPCC students.

Objectives

Following completion of the four (4) semester Health Information Technology AAS program, the student will demonstrate:

- The knowledge necessary to master the entry-level competencies and skills defined by the American Health Information Management Association (AHIMA) in the domains and sub-domains for a Registered Health Information Technician (RHIT).
- The skills necessary for effective oral and written communication.
- The application of HIT knowledge necessary to analyze, synthesize, evaluate, and solve HIT situations in both a structured or controlled environment and in new HIT situations.

AHIMA's domains and sub-domains for Registered Health Information Technician (RHIT) can be found at **ahima.org/academics**

Notes

- It is strongly recommended that students who wish to enroll in the HIT program consult with the program director prior to enrolling in classes for details of specific program requirements.
- Students must possess a grade point average (GPA) of 2.0 (C) or above on all previous college coursework and a 2.0 (C) must be earned on all HIT curriculum courses.
- An official copy of all applicants' ACCUPLACER® or ACT assessment test scores must be sent to the Division of Health Occupations in Scottsbluff. A minimum level of basic skill knowledge is required prior to admission to the HIT program. In accordance with WNCC policy, students may be waived from ACCUPLACER® testing by verification of prior equivalent coursework. Students who do not meet minimum ACCUPLACER® score requirements must enroll in developmental coursework prior to starting the HIT Program.
- All courses are available online.
- Health Information Technology (HIMS) courses may only be taken two (2) times. A student may not re-enroll in the program after failing a course the second time. A grade of C-, WF, D or F is considered a failing grade for the Health Information Technology Program.

Recommended Plan of Study

Prerequisites – General Education Core		**Credits**
BIOS-1160	Intro to Human Anatomy & Physiology	4
	or	
LPNR-1110	Body Structure and Function	
ENGL-1010	English Composition I	3
HLTH-1060	Medical Terminology *	2
PRDV-1010	Achieving College Success	3
SPCH-1110	Public Speaking	3
	or	
SPCH-1200	Speech Communications	
	Intermediate Algebra ready**	3-4
	Total Credits	**18-19**

1st Semester (fall)

HIMS-1250	Introduction to HIMS	3
HIMS-1410	Disease Process	4
HIMS-2150	Coding-CPT	4
HIMS-2200	information Systems in Health Care	2
INFO-1094	Intro to Database (Access)	1
	Total Credits	**14**

2nd Semester (spring)

HIMS-1350	Healthcare Delivery Systems	2
HIMS-1500	Legal & Ethical Aspects of HIMS	3
HIMS-2100	Coding-ICD	4
HIMS-2250	Healthcare Stats	2
HIMS-2330	HIMS Apps I	2
HIMS=2730	Professional Practice Experience I	2
	Total Credits	**15**

3rd Semester (fall)

HIMS-2180	Reimbursement Methodologies	4
HIMS-2320	HIMS Applications II	3
HIMS-2390	Coding & Reimbursement Apps	3
HIMS-2630	Quality & Performance Improvement	2

HIMS-2760	Professional Practice Experience II	2
PSYC-1810	Introduction to Psychology	3
	Total Credits	**17**
	Total AAS Credits	**64-65**

**Please consult with the HIT Program Director at 308.635.6064 for information about experiential learning credit.*

***Students should be Intermediate Algebra ready as evidenced by ACCUPLACER® scores. If not, a math course (MATH-1010 or BSTC-1500) will be required. Please consult with the HIT Program Director at 308.635.6064 for more information*

Diploma (Coding Technician)

DI.5107B (45-46 Credits)

Alliance • Scottsbluff • Sidney

This program prepares the student to enter the health information field with a diploma as a coding technician. Students receiving a diploma are prepared to work in entry-level positions as a coding technician in a variety of health care settings. Students graduating from the program are eligible to take the CCA or CCS certification, if they meet the other qualifications (please see the program director).

Western Nebraska Community College has an articulation agreement with Mid-Plains Community College to offer the HIMS courses to MPCC students.

Objectives

- Following completion of the three (3) semester Coding Technician program, the student will demonstrate:
- The knowledge necessary to master entry-level competencies defined by the American Health Information Management Association (AHIMA) in the Coding Specialty Track Health Information Management (HIM) Curriculum Competencies.
- The entry-level skills defined by the Coding Specialty Track HIM Curriculum Competencies.
- The skills necessary for effective oral and written communication.
- The application of coding knowledge to analyze, synthesize, and evaluate health records in order to solve coding and reimbursement situations in both a structured or controlled environment and in new coding situations.
- AHIMA's Coding Specialty Track HIM Curriculum Competencies can be found at **ahima.org.academics**.

Notes

- Students wishing to enroll in the Coding Technician program are strongly recommended to consult with the program director prior to enrollment for details of specific program requirements.
- Students following the diploma option must demonstrate competency in writing and mathematics by ACCUPLACER® assessment or by passing the appropriate writing and mathematics courses (ENGL-0050 and BSTC-1500, MATH-0161, or MATH-1020) This is in addition to the required curriculum for the diploma option.
- A grade point average (GPA) of 2.0 (C) or above on all previous college coursework is required. A 2.0 (C) must be earned on all Coding Technician curriculum courses.
- An official copy of all applicants' ACCUPLACER® or ACT assessment test scores must be sent to the Division of Health Occupations in Scottsbluff. A minimum level of basic skill knowledge is required prior to admission to the Coding Technician program. In accordance with college policy, students may be waived from ACCUPLACER® testing by verification of prior equivalent coursework. Students who do not meet minimum ACCUPLACER® score requirements must enroll in development coursework prior to starting the Coding Technician program.
- All courses are available online.
- Health Information Technology (HIMS) courses may only be taken two (2) times. A student may not re-enroll in the program after failing a course the second time. A grade of C-, D, or F is considered a failing grade for the Coding Technician program.

Gainful Employment (GE) – For more information about WNCC graduation rates, the median debt of students who have completed this program, and other important information, please visit **wncc.edu/equity**.

Recommended Plan of Study

1st Semester (fall)		**Credits**
BIOS-1160	Intro to Human Anatomy & Physiology	4
	or	
LPNR-1110	Body Structure and Function	
HIMS-1250	Introduction to HIMS	3
HIMS-1410	Disease Process	4
HIMS-2150	Coding-CPT	4
HIMS-2200	Information Systems in Healthcare	2
	Total Credits	**17**

2nd Semester (spring)		**Credits**
ENGL-1010	English Composition I	3
HIMS-1500	Legal & Ethical Aspects of HIMS	3
HIMS-2100	Coding ICD	4

HLTH-1060	Medical Terminology*	2
INFO-1094	Intro to Database (Access)	1
PRDV-1010	Achieving College Success	3
	Total Credits	**16**

3rd Semester (fall)		**Credits**
HIMS-2180	Reimbursement Methodologies	4
HIMS-2390	Coding & Reimbursement Apps	3
HIMS-2360	Coding & Reimbursement PPE	2
	Intermediate Algebra ready**	3-4
	Total Credits	**12-13**

**Please consult with the HIT Program Director at 308.635.6064 for information about experiential learning credit.*

***Students should be Intermediate Algebra ready as evidenced by ACCUPLACER® scores. If not, a math course (MATH-1010 or BSTC-1500) will be required. Please consult with the HIT Program Director at 308.635.6064 for more information.*

Health/Physical Education/ Coaching & Sports Administration

AS.1313D (61 Credits)
Associate of Science
Scottsbluff

This program is designed for students who wish to follow a program of study with an emphasis in health/physical education/coaching and/or sports administration. Its purpose is to provide a well-rounded education in these areas. It may be useful to the student seeking only his/her associate degree as well as the student who wishes to transfer to another institution but still needs a broad background of coursework.

Objectives

- Permit the student to explore various fields of coaching that may lead to a major in a specialized area associated with health/physical education/coaching and sports administration.

Notes

- Substitutions must have the permission of the faculty advisor, the chair of the Social Science and Human Performance Division, the Dean of Instruction, and the Registrar. Please see the division chair for the appropriate form for substitution.
- Students who plan to transfer to a four-year college or university should consult their faculty advisor and transfer advisor early in their WNCC career to determine an appropriate curriculum.

In addition to the general education requirements for an Associate of Science degree, students will select nine (9) credit credits of general electives, and they must also choose nine (9) credit credits from the following health, physical education, coaching and/or sports administration (HPECSA) list (ATHC courses are under the Physical Education/Coaching section) of "Course Listings"):

HPECSA Electives

Class		**Credit**
ATHC-1100	Introduction to Recreation	3
ATHC-1200	Psychology of Sports	3
ATHC-1350	Social Issues in Sports	3
ATHC-1400	Sports Marketing	3
ATHC-1500	Intramurals	3
ATHC-1510	Sports Facility Management	3
ATHC-1700	First Aid	2
ATHC-2000	Intramurals Practicum I	3
BIOS-1000	Basic Nutrition	3
PHYS-1225	Science of Sports	4
Coaching courses:		
ATHC-1780	Coaching Baseball	2
Officiating courses:		
ATHC-1311	Sports Officiating (Volleyball)	2
ATHC-1321	Sports Officiating (Soccer)	2

Recommended Plan of Study

1st Semester		**Credits**
ATHC-1710	Introduction to Physical Education	3
ATHC-1730	Introduction to Coaching	3
ENGL-1010	English Composition I	3
PRDV-1010	Achieving College Success	3
PSYC-1810	Introduction to Psychology	3
	Total Credits	**15**

2nd Semester		**Credits**
ENGL-1020	English Composition II	3
MATH-1150	College Algebra (or higher)	4
	HPECSA Elective	3
	Lab Science GE Elective	4
	Oral Communication GE elective	3
	Total Credits	**17**

3rd Semester		**Credits**
BIOS-2250	Human Anatomy and Physiology I (and lab)	4

	HPECSA Elective	3
	Electives	6
	Total Credits	**13**

4th Semester		**Credits**
ATHC-1300	Introduction to Sports Administration	3
ATHC-1790	Personal Health	3
BIOS-2260	Human Anatomy and Physiology II (and lab)	4
	HPECSA Elective	3
	Elective	3
	Total Credits	**16**
	Total AS Credits	**61**

Human Services

Associate of Arts

Associate of Applied Science

Alliance • Scottsbluff • Sidney

The Human Services Program provides students with general skills in helping others in need. Graduates from this program are prepared to gain entry-level positions in a variety of human services setting or pursue licensure as an alcohol and drug counselor. Graduates may also continue their education at a four-year college or university.

Objectives

- Develop an understanding of the human service field.
- Learn about community agencies and how they approach behavior problems.
- Develop skills in basic listening, interviewing, and communication skills.
- Provide the student with a background in the behavioral sciences.

Notes

- Recommended plans of study are presented below. However, students should remember that their faculty advisor will help develop a personal plan of student consistent with individual academic and career goals.

Associate of Arts

AA.5115A (61-62 credits)

This degree consists of program-specific coursework designed to enhance practical helping skills and provide electives of interest to the student in addition to the general education requirements necessary to transfer to a four-year college or university. Students receive a solid foundation to continue their education and pursue advanced training as human services professionals.

Requirements

AA General Education Core 31-32 credits

Required Human Services Core 18 credits

Class		**Credits**
HUSR-1620	Intro to Human Services Work	3
HUSR-1800	Case Assessment, Planning, and Management	3
HUSR-2000	Intro to Counseling Skills: Theory and Techniques	3
HUSR-2300	Group Counseling	3
HUSR-2380*	Professional Ethics and Issues	3
HUSR-2450*	Multicultural Counseling	3

Recommended Electives 12 credits

Select four (4) from the list below:

Class		**Credits**
CRIM-1010	Introduction to Criminal Justice	3
CRIM-1020	Introduction to Corrections	3
CRIM-2110	Juvenile Justice	3
CRIM-2250	Community-Based Corrections	3
ECED-1060	Observation, Assessment, and Guidance	3
ECED-1110	Infant/Toddler Development	3
ECED-1120	Preschool Child Development	3
ECED-1230	School Age Child Development	3
ECED-2050	Children with Exceptionalities	3
EDUC-1110	Introduction to Professional Education	3
EDUC-2050	Educational Psychology	3
HUSR-2530*	Clinical Treatment Issues	3
HUSR-2800	Human Service Worker Practicum	3
PSYC-2020	Drugs and Behavior	3
PSYC-2090	Abnormal Psychology	3
PSYC-2100	Child Growth and Development	3
PSYC-2140	Social Psychology	3
PSYC-2150	Lifespan Growth & Development	3
PSYC-2650	Research Methods in Psychology	3
SOCI-1010	Introduction to Sociology	3
SOCI-2050	Special Topics in Sociology	3
SOCI 2250	Marriage and Family	3

Total AA Requirements 61-62 credits

Recommended Plan of Study

1st Semester		**Credits**
ENGL-1010	English Composition I	3
HUSR-1620	Introduction to Human Services Work	3

HUSR-1800	Case Assessment, Planning, & Management	3
PRDV-1010	Achieving College Success	3
PSYC-1810	Introduction to Psychology	3
	Total Credits	**15**

2nd Semester		**Credits**
BIOS-1010	General Biology (and lab)	4
ENGL-1020	English Composition II	3
HUSR-2380*	Professional Ethics and Issues	3
	Humanities GE elective	3
	HUSR Program elective	3
	Total Credits	**16**

3rd Semester		**Credits**
HUSR-2000	Introduction to Counseling Skills	3
	Humanities GE elective	3
	Math GE elective	3-4
	Oral Communication GE elective	3
	HUSR Program Elective (PSYC-2090 recommended)	3
	Total Credits	**15-16**

4th Semester		**Credits**
HUSR-2300	Group Counseling	3
HUSR-2450*	Multicultural Counseling	3
	Social Science GE elective (ANTH-2130 recommended)	3
	HUSR Program elective (PSYC-2150 recommended)	3
	HUSR Program elective	3
	Total Credits	**15**
	Total AA Credits	**61-62**

**Courses in development*

Associate of Applied Science

AAS.5115A (61-63 Credits)

The associate of applied science (AAS) degree prepares students for a career in the human services field as either a generalist or an alcohol and drug counselor. Within the core requirements, students learn practical skills helpful in human services. There are also opportunities for students to explore areas of interest, including psychology, sociology, criminal justice, early childhood education, education, and social work.

Requirements

AAS General Education Core 15-17 credits

Required Human Services Core 31 credits

Class		**Credits**
HUSR-1620	Intro to Human Services Work	3
HUSR-1800	Case Assessment, Planning, and Management	3
HUSR-2000	Intro to Counseling Skills: Theory and Techniques	3
HUSR-2300	Group Counseling	3
HUSR-2380*	Professional Ethics and Issues	3
HUSR-2450*	Multicultural Counseling	3
HUSR-2800	Human Services Worker Practicum	4
HUSR-XXXX*	Human Services Worker Internship	3
PSYC-2090	Abnormal Psychology	3
PSYC-2150	Lifespan Human Growth and Development	3
	Total Human Services Core	**31**

Recommended Electives 15 credits

Select from the list below:

Class		**Credits**
CRIM-1010	Introduction to Criminal Justice	3
CRIM-1020	Introduction to Corrections	3
CRIM-2110	Juvenile Justice	3
CRIM-2250	Community-Based Corrections	3
ECED-1060	Observation, Assessment, and Guidance	3
ECED-1110	Infant/Toddler Development	3
ECED-1120	Preschool Child Development	3
ECED-1230	School Age Child Development	3
ECED-2050	Children with Exceptionalities	3
EDUC-1110	Introduction to Professional Education	3
EDUC-2050	Educational Psychology	3
HUSR-2530*	Clinical Treatment Issues	3
PSYC-2020	Drugs and Behavior	3
PSYC-2100	Child Growth and Development	3
PSYC-2140	Social Psychology	3
PSYC-2650	Research Methods in Psychology	3
SOCI-1010	Introduction to Sociology	3
SOCI-2050	Special Topics in Sociology	3
SOCI 2250	Marriage and Family	3

Recommended Plan of Study

1st Semester		Credits
ENGL-1010	English Composition I	3
HUSR-1620	Introduction to Human Services Work	3
HUSR-1800	Case Assessment, Planning & Management	3
PRDV-1010	Achieving College Success	3
PSYC-1810	Introduction to Psychology	3
	Total Credits	**15**

2nd Semester		Credits
HUSR-2450	Multicultural Counseling*	3
PSYC-2090	Abnormal Psychology	3
	HUSR Program Elective (PSYC-2020 recommended)	3
	Math GE elective	3-4
	Elective	3
	Total Credits	**15-16**

3rd Semester		Credits
HUSR-2000	Introduction to Counseling Skills	3
HUSR-2800	Human Services Worker Practicum	4
PSYC-2150	Life Span Growth & Development	3
	HUSR Program Elective (HUSR-2530* recommended)	3
	Oral Communication GE elective	3
	Total Credits	**16**

4th Semester		Credits
HUSR-2300	Group Counseling	3
HUSR-2380	Professional Ethics and Issues*	3
HUSR-XXXX	Human Service Worker Internship*	3
	HUSR-Program Elective	3
	Elective	3
	Total Credits	**15**
	Total AAS Credits	**61-63**

Certificate

C2.5115A (24 credits)
C2.5115B (24 credits)

Gainful Employment (GE) – For more information about WNCC graduation rates, the median debt of students who have completed this program, and other important information, please visit **wncc.edu/equity**.

A curriculum for an eight (8) course, 24 hour certificate in Human Services for drug and alcohol counseling is under development. For more information, please contact the lead faculty for Human Services at 308.635.6783.

Information Technology

Associate of Arts
Alliance • Scottsbluff • Sidney

This program provides students with a sound basis for further study in information technology, typically leading to a baccalaureate degree in information technology, cybersecurity, information systems, or a related field. This program acquaints students with the principles and practices of operating systems, programming languages, database, network design, network and server administration, and security. These principles prepare students with practical knowledge to apply to the remainder of a baccalaureate degree program.

Objectives

- Provide coursework for the first two years of a baccalaureate degree in information technology or information systems.
- Promote and help students develop lifelong learning skills needed for professional and personal growth.
- Provide a basis for student understanding of the principles, concepts, and theories that effect information technology by offering specific application, computer information systems, and programming courses.
- Promote and help students develop lifelong learning skills needed for professional and personal growth.

Notes

- All of these programs are also available online.
- Students who plan to transfer to a four-year college or university should consult their faculty and transfer advisors early in their WNCC career to determine a curriculum best suited to their transfer goals.

Requirements

Gen. Education Requirements 31-32 credits
Information Technology Core 25 credits

Class		Credits
INFO-1040	Database (Access)	3
INFO-1097	Electronic Communications (Outlook)	1
INFO-1100	Microcomputer Applications	3
	or	
INFO-2000	Advanced Microcomputer Applications	
INFO-1241	IT Technical Support	3
INFO-1242	IT Hardware Support	3

INFO-1400	Networking Essentials	3
INFO-2426	Linux	3
INFO-2450	Windows Server	3
INFO-2600	CyberSecurity Essentials	3

Optional Core Requirements 6 credits

Total AA Requirements 62-63 credits

Information Technology Option (AA)

AA.1199A (63 Credits)

Additional six (6) credits required courses (selected from the following):

Class		Credit
INFO-1360	Visual C#	3
	or	
INFO-1510	Introduction to Robotics	
INFO-2040	SQL Database Design and Management	3
	or	
INFO-2275	Project Management	

CyberSecurity Option (AA)

AA.1199C (63 Credits)

Additional six (6) credits required courses:

Class		Credit
INFO-1360	Visual C#	3
INFO-2275	Project Management	3

Recommended Plan of Study

1st Semester (fall)		Credits
ENGL-1010	English Composition I	3
INFO-1241	IT Technical Support	3
INFO-1242	IT Hardware Support	3
MATH-1150	College Algebra (or higher)	4
PRDV-1010	Achieving College Success	3
	Total Credits	**16**

2nd Semester (spring)		Credits
ENGL-1020	English Composition II	3
INFO-1097	Electronic Communications (Outlook)	1
INFO-1100	Microcomputer Applications	3
	or	
INFO-2000	Advanced Microcomputer Applications	
INFO-1400	Networking Essentials	3
INFO-1360	Visual C#	3
	Social Science GE elective	3
	Total Credits	**16**

3rd Semester (fall)		Credits
INFO-1040	Database (Access)	3
INFO-2450	Windows Server	3
INFO-2600	CyberSecurity Essentials	3
	Humanities GE elective	3
	Oral Communication GE elective	3
	Total Credits	**15**

4th Semester (spring)		Credit
INFO-2275	Project Management	3
INFO-2426	Linux	3
	Humanities GE requirement	3
	Lab Science GE requirement	4
	Social Science GE requirement	3
	Total Credits	**16**
	Total AA Credits	**63**

Mathematics

AS.2701A (63 Credits)
Associate of Science
Alliance • Scottsbluff • Sidney

This emphasis area prepares the student for transfer to a four-year college or university to major in mathematics. This area provides the foundation upon which the disciplines of physics and engineering are built.

Objectives

- Provide students with the basics of trigonometry, analytic geometry, single variable calculus, and multivariable calculus.

Notes

- Students who plan to transfer to a four-year college or university should consult their faculty and transfer advisor early in their WNCC career to determine a curriculum best suited to their transfer goals.
- In addition to the general education requirements for the AS degree, 25 credits of core courses and 17 credits of technical electives are required for the degree.
- Depending on the choice of electives, it is possible that the total credits earned for the AS degree will exceed 60 credit credits.
- Students should be aware that the courses included in the core requirements and recommended electives will be required by receiving institutions at some point in their journey to the bachelor's degree.

Core Requirements (25 credits)

- A minimum of 15-16 credits of combined science and math credits are required for the AS degree. This coursework must include a minimum of three (3) credits of math and four (4) credits of science from BIOS, CHEM or PHYS options.

Class		Credits
ENGR-1020	Programming & Problem Solving	3
MATH-1600	Analytic Geometry & Calculus I	5
MATH-2150	Calculus II	5
MATH-2170	Applied Statistics	3
MATH-2200	Calculus III	5
	Science elective	4

Technical Electives

Technical electives should come from the following list or be approved by the chair of the Division of Math and Science.

Class		Credits
BIOS-1010	General Biology (and lab)	4
BIOS-2120	Genetics (and lab)	4
BIOS-2250	Human Anatomy & Physiology I (and lab)	4
BIOS-2260	Human Anatomy & Physiology II (and lab)	4
BIOS-2460	Microbiology (and lab)	4
CHEM-1090	General Chemistry I (and lab)	4
CHEM-1100	General Chemistry II (and lab)	4
CHEM-2510	Organic Chemistry I (and lab)	4
CHEM-2520	Organic Chemistry II (and lab)	4
ENGR-2010	Introduction to Circuits and Electronics	3
ENGR-2020	Statics	3
MATH-2210*	Applied Differential Equations	3
PHYS-1070	Astronomy	4
PHYS-2400	Physics I with Calculus (and lab)	5
PHYS-2450	Physics II with Calculus (and lab)	5

*Recommended

Recommended Plan of Study

1st Semester		Credits
ENGL-1010	English Composition I	3
MATH-1600	Analytic Geometry and Calculus I	5
PRDV-1010	Achieving College Success	3
	Lab Science GE elective	4
	Social Science GE elective	3
	Total Credits	**18**

2nd Semester		Credits
ENGL-1020	English Composition II	3
ENGR-1020	Program and Problem Solving	3
MATH-2150	Calculus II	5
MATH-2170	Applied Statistics	3
	Total Credits	**14**

3rd Semester		Credits
MATH-2200	Calculus III	5
	Technical elective	4
	Humanities GE elective	3
	Oral Communication GE elective	3
	Total Credits	**15**

4th Semester		Credits
	Technical electives	13
	Elective	3
	Total Credits	**16**
	Total AS Credits	**63**

Medical Laboratory Technician

AAS.5110 (79 Credits)
Associate of Applied Science
Scottsbluff

The Medical Laboratory Technician (MLT) Program prepares students to function as medical laboratory technicians who perform a wide a wide range of routine and complex clinical laboratory procedures associated with blood and body-fluid analysis. These procedures play an important role in the detection, diagnosis, and treatment of many diseases and in the promotion of health. A medical laboratory technician assesses the reliability/accuracy of the testing, maintains and operates diagnostic equipment, evaluates patient results, prepares analytical reagents and controls, troubleshoots problems with specimens/analyzers, and performs other duties.

The medical laboratory technician curriculum includes a combination of general education courses, online lectures, face-to-face student laboratory sessions, and clinical experiences in a hospital or clinic. The courses must be completed within the time-frame shown in the recommended plan of study, and students in this program are required to be enrolled full-time. Upon successful completion of the prescribed program, the student is eligible to take an examination for national professional

certification and will be prepared to work in a variety of clinical settings that include hospital laboratories, physicians' offices, and clinics and blood donor centers.

The program is currently seeking accreditation by the National Accrediting Agency for Clinical Laboratory Sciences (NAACLS), 5600 N. River Rd. Suite 720, Rosemont, IL 60018-5119; 773.714.8880.

Objectives

- Provide a curriculum that will promote development of skilled medical laboratory technicians.
- Prepare graduates with entry-level competencies to meet the needs of the community and the medical profession.
- Provide students with adequate knowledge and background experience to qualify for national certification examinations appropriate to their level of training.
- Promote development of professional conscience.
- Provide a curriculum that facilitates matriculation to a four-year degree program.
- Maintain standards consistent with the National Accrediting Agency for Clinical Laboratory Science.

Notes

- All students should consult their faculty and transfer advisors early in their WNCC career to determine an appropriate curriculum sequence, and discuss, if appropriate, a curriculum best suited to transfer goals.

Recommended Plan of Study

1st Semester (fall - Prerequisite Courses)		Credits
BIOS-1160	Intro to Human Anatomy & Physiology (with lab)	4
	or	
LPNR-1110	Body Structure and Function	
ENGL-1010	English Composition I	3
HLTH-1060	Medical Terminology	2
MATH-0160	Introductory Algebra (or higher)	4
MEDT-1005	Clinical Laboratory Operations	3
	Total Credits	**16**

2nd Semester (spring - Prerequisite Courses)		Credits
CHEM-1050	Introduction to Chemistry (or higher) (with lab)	4
MEDT-1010	Fundamentals of Phlebotomy*	4
PSYC-1810	Introduction to Psychology	3
	Oral Communication GE elective	3
	Total Credits	**14**

3rd Semester (summer - MLT Core Courses)		Credits
MEDT-2100	Clinical Microbiology I	3
MEDT-2110	Urinalysis & Body Fluids	2
MEDT-2120	Clinical Immunology	3
	Total Credits	**8**

4th Semester (fall - MLT Core Courses)		Credits
MEDT-2130	Clinical Chemistry	5
MEDT-2140	Clinical Hematology & Hemostasis	4
MEDT-2150	Clinical Immunohematology	4
MEDT-2160	Clinical Microbiology II	5
	Total Credits	**18**

5th Semester (spring- MLT Core Courses)		Credits
MEDT-2220	Clinical Practicum: Microbiology	4
MEDT-2230	Clinical Practicum: Chemistry	4
MEDT-2240	Clinical Practicum: Hematology	4
MEDT-2250	Clinical Practicum: Immunohematology	4
	Total Credits	**16**

6th Semester (summer - MLT Core Courses)		Credits
MEDT-2210	Clinical Practicum: Urinalysis	2
MEDT-2220	Clinical Practicum: Immunology	2
MEDT-2300	MLT Certification Examination Preparation Review	3
	Total Credits	**7**
	Total AAS Credits	**79**

*Students who possess an active Phlebotomy Technician (PBT) certificate through the American Society for Clinical Pathology-Board of Certification (ASCP-BOC) may waive this course.

(Pre) Medical Technology

AS.5110 (63 Credits)
Associate of Science
Scottsbluff

This emphasis area constitutes the first two years of pre-professional study required for admission to a school of medical technology or medical technology program.

Students need to be aware that earning the Associate of Science degree is just the first step in pursuit of a professional career in a medical field.

Objectives

- Provide students with the necessary information and credit to transfer directly to a school of medical technology that has a two-year pre-professional requirement.

- Provide the first two years of study for programs that require more than two years of pre-professional study for admission to a school of medical technology.
- Provide coursework basic to a variety of curricula. Students can change their educational goals to other areas, especially in the life sciences, with little or no lost time.

Notes

- Students who plan to transfer to a four-year college or university should consult their faculty and transfer advisors early in their WNCC career to determine a curriculum to best suit their transfer goals.
- In addition to the general education requirements for the AS degree, 33 credits of core courses and 9 credits of electives are required for the degree in pre-medical technology.
- Depending on the choice of electives, it is possible that the total credits earned for the AS degree will exceed 60 credit credits.
- Students should understand that the courses included in the lists of core requirements and recommended electives will be required by receiving institutions at some point in their journey to the bachelor's or professional degree.

Core Requirements (33 credits)

- A minimum of 15-16 credits of combined science and math credits are required for the AS degree. This must include a minimum of three (3) credits of math and four (4) credits of science from BIOS, CHEM or PHYS options.

Class		Credits
BIOS-1010	General Biology (and lab)	4
BIOS-1380	General Zoology (and lab)	4
CHEM-1090	General Chemistry I (and lab)	4
CHEM-1100	General Chemistry II (and lab)	4
MATH-1150	College Algebra	4
MATH-1210	Trigonometry	3
PHYS-1300	Physics I (and lab & recitation)	5
PHYS-1350	Physics II (and lab & recitation)	5

Recommended electives or courses required for transfer (9 credits):

Class		Credits
BIOS-1160	Intro to Human Anatomy & Physiology (and lab)	4
BIOS-2120	Genetics (and lab)	4
BIOS-2460	Microbiology (and lab)	4
CHEM-2510	Organic Chemistry I (and lab)	4
CHEM-2520	Organic Chemistry II (and lab)	4

Recommended Plan of Study

1st Semester		Credits
BIOS-1010	General Biology (and lab)	4
CHEM-1090	General Chemistry I (and lab0	4
ENGL-1010	English Composition I	3
MATH-1150	College Algebra	4
PRDV-1010	Achieving College Success	3
	Total Credits	**18**
2nd Semester		**Credits**
BIOS-1380	General Zoology (and lab)	4
CHEM-1100	General Chemistry II (and lab)	4
ENGL-1020	English Composition II	3
MATH-1210	Trigonometry	3
	Social Sciences GE elective	3
	Total Credits	**17**
3rd Semester		**Credits**
CHEM-2510	Organic Chemistry I (and lab)	4
PHYS-1300	Physics I (and lab & recitation)	5
	Humanities GE elective	3
	Oral Communication GE elective	3
	Total Credits	**15**
4th Semester		**Credits**
BIOS-2460	Microbiology (and lab)	4
CHEM-2520	Organic Chemistry II (and lab)	4
PHYS-1350	Physics II (and lab & recitation)	5
	Total Credits	**13**
	Total AS Credits	**63**

(Pre) Medicine

AS.5111A (68 Credits)
Associate of Science
Scottsbluff

This emphasis area constitutes the first two years of the study required for admission to a college of medicine.

Students need to be aware that earning the Associate of Science degree is just the first step in the pursuit of a professional career in a medical field. Most advanced degrees in these areas require upwards of eight or more years of study.

Objectives

- Provide the information and credit required for students to continue upper division premedical studies at a four-year college or university.
- Provide coursework basic to a variety of curricula. Students can change their educational goals to other areas, especially in the life sciences, with little or no lost time.

Notes

- Students who plan to transfer to a four-year college or university should consult their faculty and transfer advisors early in their WNCC career to determine a curriculum to best suit their transfer goals.
- In addition to the general education requirements for the AS degree, 38 credits of core courses and 4 credits of electives are required for the degree in pre-medicine.
- Depending on the choice of electives, it is possible that the total credits earned for the AS degree will exceed 60 credit credits.
- Students should understand that the courses included in the lists of core requirements and recommended electives will be required by receiving institutions at some point in their journey to the bachelor's or professional degree.

Core Requirements (38 credits)

- A minimum of 15-16 credits of combined science and math credits are required for the AS degree. This must include a minimum of three (3) credits of math and four (4) credits of science from BIOS, CHEM or PHYS options.

Class		Credits
BIOS-1010	General Biology (and lab)	4
BIOS-1380	General Zoology (and lab)	4
CHEM-1090	General Chemistry I (and lab)	4
CHEM-1100	General Chemistry II (and lab)	4
MATH-1150	College Algebra	4
MATH-1210	Trigonometry	3
MATH-1600	Analytic Geometry and Calculus I	5
PHYS-1300	Physics I (and lab & recitation)	5
PHYS-1350	Physics II (and lab & recitation)	5

Recommended electives or courses required for transfer (4 credits)*:

Class		Credits
BIOS-1160	Intro to Human Anatomy & Physiology (and lab)	4
BIOS-2120	Genetics (and lab)	4
BIOS-2460	Microbiology (and lab)	4
CHEM-2510	Organic Chemistry I (and lab)	4
CHEM-2520	Organic Chemistry II (and lab)	4

**ask academic advisor for specific recommendations*

Recommended Plan of Study

1st Semester		Credits
BIOS-1010	General Biology (and lab)	4
CHEM-1090	General Chemistry I (and lab)	4
ENGL-1010	English Composition I	3
MATH-1150	College Algebra	4
	Total Credits	**15**

2nd Semester		Credits
BIOS-1380	General Zoology (and lab)	4
CHEM-1100	General Chemistry II (and lab)	4
ENGL-1020	English Composition II	3
MATH-1210	Trigonometry	3
PRVD-1010	Achieving College Success	3
	Total Credits	**17**

3rd Semester		Credits
BIOS-2120	Genetics (and lab)	4
CHEM-2510	Organic Chemistry I (and lab)	4
MATH-1600	Analytic Geometry and Calculus I	5
PHYS-1300	Physics I (and lab & recitation)	5
	Total Credits	**18**

4th Semester		Credits
CHEM-2520	Organic Chemistry II (and lab)	4
PHYS-1350	Physics II (and lab & recitation)	5
	Humanities GE elective	3
	Oral Communication GE elective	3
	Social Sciences GE elective	3
	Total Credits	**18**
	Total AS Credits	**68**

Nursing (Associate's Degree)

ADN.5116 (72 Credits)
Associate Degree
Alliance • Scottsbluff • Sidney

The associate degree program in nursing (ADNR) prepares qualified students with the skills needed to enter the profession of nursing. The program consists of four semesters of nursing courses. Theory and practice proceeds from simple to complex allowing the student to

develop into a safe and competent practitioner who can function as part of the health care team. Students with an unencumbered LPN license may be able to pursue advanced placement in the program and should discuss the options with their faculty advisor.

After successful completion of the program graduates are eligible to take the National Council Licensure Examination for Registered Nursing (NCLEX-RN). The Nursing (Associate Degree) Program is approved by the Nebraska State Board of Nursing, P.O. Box 95007, Lincoln, NE 68509, 402.471.4971.

Technical Standards

Nursing is a profession which requires not only the accumulation of research-based nursing knowledge, but also the development of technical skills, professional attitudes, and professional behavior. These established technical standards are provided to the prospective student as a guide to the expected level of competency during the completion of a nursing program in preparation for a career in nursing. Graduates of the WNCC Nursing Program will be able to:

- **Critical Thinking**

  Apply knowledge and experience in the determination of appropriate patient care. Examples of situations in which the nurse must apply critical thinking include prioritizing patient care, making safe judgments related to medication administration, and dealing effectively with interpersonal conflict.

- **Direct Care**

  Apply knowledge and experience in the assessment of patients in order to assess and provide direct nursing care services. Examples include assisting patients in repositioning and walking, performance of CPR, and providing care and close monitoring for extended periods of time.

- **Collection of Patient Information**

  Apply knowledge and experience in the assessment of patients in order to perform nursing care. Examples include assessing heart and lung sounds, examining the skin and wound conditions, noting abnormal odors that may indicate illness, and palpating organs.

- **Communication**

  Effectively communicate in English both verbally and in written form with patients, patient families, and other health care professionals. Examples include teaching patients and/or families about medications, documenting in the health care record, and reporting changes in conditions to the health care provider.

- **Professional Attitude and Behavior**

  Demonstrate a commitment to an environment of mutual respect, trust, integrity, and reliability in interactions with patients, their families, and other healthcare professionals. Examples of professional attitude and behavior include on-time attendance at assigned shifts, choosing to be an active member of the team by not working in a chemically impaired state or performing personal business and/or communication at work, and by accepting responsibility for ones actions.

- **Safety**

  Apply knowledge and experience in the assessment of safety in patient care treatment and environment. Examples of safety in nursing care include accurately calculating or confirming medication dosages, noting items in the patient care environment that may create a physical hazard, ensuring asepsis, and responding appropriately in the event of a threatening situation.

  Demonstrate proficiency in and strict adherence to guidelines for the provision of care.

  Clearly articulate job responsibilities and limitations during patient care, depending upon the level of education, training, and licensure.

Objectives

At the conclusion of the WNCC Associate Degree Nursing Program, the student:

- Analyzes care practices and processes to minimize risk of harm to patients, self and the health care team.
- Coordinates holistic patient-centered care for groups of patients.
- Compares professional communication skills that facilitate shared decision-making in provision of patient-centered care and in promoting effective team functioning.
- Analyzes findings from current evidence-based practice for use in provision of patient-centered care and in the improvement of clinical processes and systems.
- Demonstrates values and beliefs consistent with professional standards, ethics and legal regulations in the practice of nursing while adhering to established college and clinical agency policies and procedures.

Notes

- The ADN program is a merit based selective admission program. Class selection will occur following the spring semester.

- Students must attain a minimum cumulative prerequisite GPA of 3.0 and earn a minimum grade of "C" on all required prerequisites.
- Students must complete the following required entrance exams with the listed minimum score:
  - ATI Critical Thinking Exam with a score of 60 or higher.
  - ATI TEAS Exam with a score of proficiency level or higher.
- Current LPN's may advance place into the second year of the associate degree program. Contact the Nursing Department for specific requirements.
- Students must have a current BNA on the Nebraska registry or registry in the students' state of residency.
- Students must demonstrate math competency either by ACCUPLACER® score or having completed MATH-1010 (Intermediate Algebra) and being College Algebra ready.
- All students provisionally accepted into the program are required to undergo a criminal background check as part of the admission process. Acceptance into the program is contingent upon completion of the background check and immunization requirements.
- For additional information about the admission requirements to the program, contact the Nursing Department at 308.635.6060 or visit the Health Sciences Division office in the John N. Harms Center on the Scottsbluff campus.

Full-Time (Traditional Student)

Required Prerequisites

- Students must have a current BNA on the Nebraska registry or registry in the students' state of residency.
- Students must demonstrate math competency either by ACCUPLACER® score or having completed MATH-1010 (Intermediate Algebra) and being College Algebra ready.

Class		Credits
BIOS-2250	Human Anatomy and Physiology I (and lab)	4
BIOS-2260	Human Anatomy and Physiology II (and lab)	4
BIOS-2460	Microbiology	4
CHEM-1050	Introductory Chemistry	4
ENGL-1010	English Composition I	3
PSYC-1810	Introduction to Psychology	3
PSYC-2150	Life Span: Growth and Development	3
	Total Prerequisite Credits	**25**

Recommended Plan of Study

1st Year (fall)		Credits
ADNR-1112	Fundamentals of Nursing Practice	5
ADNR-1132	Pathophysiology I	2
ADNR-1160	Health Assessment	2
BIOS-2050	Nutrition and Diet Therapy*	3
	Total Credits	**12**

**Can be taken as a prerequisite course.*

1st Year (spring)		Credits
ADNR-1122	Principles of Pharmacology I	2
ADNR-1134	Pathophysiology II	2
ADNR-1141	Adult Health and Illness I	4
ADNR-1151	Adult Health and Illness II	4
	Total Credits	**12**

2nd Year (fall)		Credits
ADNR-2112	Care of the Older Adult	2.5
ADNR-2122	Principles of Pharmacology II	2
ADNR-2126	Psychiatric/Mental Health Nursing	3
ADNR-2141	Adult Health & Illness III	4
	Total Credits	**11.5**

2nd Year (spring)		Credits
ADNR-2124	Principles of Pharmacology III	1
ADNR-2134	Maternal Child Nursing	3.5
ADNR-2151	Adult Health and Illness IV	3.5
ADNR-2175	Transition to Practice	3.5
	Total Credits	**11.5**
	Total AS Credits	**72**

Full-Time (Advanced Placement Option)

Required Prerequisites

- Students must have current unencumbered LPN license.
- Students must demonstrate math competency either by ACCUPLACER® score or having completed MATH-1010 (Intermediate Algebra) and being College Algebra ready.
- The ADN advanced placement option is a merit based selective admission program. Class selection will occur following the spring semester.
- Students must attain a minimum cumulative prerequisite GPA of 3.0 and earn a minimum grade of "C" on all required prerequisites.

- Students must complete the following required entrance exams with the listed minimum score:
  - ATI Critical Thinking Exam with a score of 60 or higher.
  - HESI-LPN to ADN Entrance Exam with a score of 850 or higher.

Courses		Credits
ADNR-1132	Pathophysiology I	2
ADNR-1134	Pathophysiology II	2
BIOS-2050	Nutrition & Diet Therapy	3
BIOS-2250	Human Anatomy and Physiology I (and lab)	4
BIOS-2260	Human Anatomy and Physiology II (and lab)	4
BIOS-2460	Microbiology	4
CHEM-1050	Introductory Chemistry	4
ENGL-1010	English Composition I	3
PSYC-1810	Introduction to Psychology	3
PSYC-2150	Life Span: Growth and Development	3

Recommended Plan of Study for Second Year with Advanced Placement

2nd Year (fall)		Credits
ADNR-1160	Health Assessment*	2
ADNR-2112	Care of the Older Adult	2.5
ADNR-2122	Principles of Pharmacology II	2
ADNR-2126	Psychiatric/Mental Health Nursing	3
ADNR-2141	Adult Health & Illness III	4
	Total Credits	**13.5**

** Can be taken as a prerequisite course.*

2nd Year (spring)		Credits
ADNR-2124	Principles of Pharmacology III	1
ADNR-2134	Maternal Child Nursing	3.5
ADNR-2151	Adult Health and Illness IV	3.5
ADNR-2175	Transition to Practice	3.5
	Total Credits	**11.5**

Nursing (Practical)

DI.5116A (46.5 Credits)
Diploma
Alliance • Scottsbluff • Sidney

This three-semester program is designed to prepare the student to become a licensed practical nurse capable of providing nursing care under the supervision of a licensed healthcare professional. Theory and practice are integrated into a sequence of selected learning experiences proceeding from the simple to complex in such a manner as to produce a competent, safe practitioner.

After successful completion of the program, the student is eligible to take the National Council Licensure Examination for Practical Nursing (NCLEX-PN). The Practical Nursing Program is approved by the Nebraska Board of Nursing, P.O. Box 95007, Lincoln, NE 68509, 402.471.4917 and accredited by the Accreditation Commission for Education in Nursing, 3343 Peachtree Rd. NE, Suite 850, Atlanta, GA 30326, 404.975.5000, **acenursing.org.**

Technical Standards

Nursing is a profession that requires not only the accumulation of research-based nursing knowledge, but also the development of technical skills, professional attitudes, and professional behavior. These established technical standards may act as a guide to the prospective student to the expected level of competency during the completion of a nursing program in preparation for a career in nursing. Graduates of the WNCC Nursing Program will:

- **Critical Thinking**

  Apply knowledge and experience in the determination of appropriate patient care. Examples of situations in which the nurse must apply critical thinking include prioritizing patient care, making safe judgments related to medication administration, and dealing effectively with interpersonal conflict.

- **Direct Care**

  Apply knowledge and experience in the assessment of patients in order to assess and provide direct nursing care services. Examples include assisting patients in repositioning and walking, performance of CPR, and providing care and close monitoring for extended periods of time.

- **Collection of Patient Information**

  Apply knowledge and experience in the assessment of patients in order to perform nursing care. Examples include assessing heart and lung sounds, examining the skin and wound conditions, noting abnormal odors that may indicate illness, and palpating organs.

- **Communication**

  Effectively communicate in English both verbally and in written form with patients, patient families, and other health care professionals. Examples include teaching patients and/or families about medications, documenting in the health care record, and reporting changes in conditions to the health care provider.

- **Professional Attitude and Behavior**

  Demonstrate a commitment to an environment of mutual respect, trust, integrity, and reliability in interactions with patients, their families, and other healthcare professionals. Examples of professional attitude and behavior include on-time attendance at assigned shifts, choosing to be an active member of the team by not working in a chemically impaired state or performing personal business and/or communication at work, and by accepting responsibility for ones actions.

- **Safety**

  Apply knowledge and experience in the assessment of safety in patient care treatment and environment. Examples of safety in nursing care include accurately calculating or confirming medication dosages, noting items in the patient care environment that may create a physical hazard, ensuring asepsis, and responding appropriately in the event of a threatening situation.

  Demonstrate proficiency in and strict adherence to guidelines for the provision of care.

  Clearly articulate job responsibilities and limitations during patient care, depending upon the level of education, training, and licensure.

Objectives

At the conclusion of the WNCC practical nursing program, the student:

- Implements safe care practices to minimize the potential harm to patients, self, and the health care team.
- Implements holistic patient-centered care.
- Implements professional communication skills to facilitate shared decision making in provision of patient-centered care and in promoting effective team functioning.
- Implements findings from current evidence-based practice in provision of patient-centered care and to improve clinical processes.
- Demonstrates values and beliefs consistent with professional standards, ethics, and legal regulations in practice of nursing while adhering to established college and clinical agency policies and procedures

Notes

- For admission requirements to the program contact the Nursing Department at 308.635.6060 or visit the Health Sciences Division office in the John N. Harms Center on the Scottsbluff campus.
- Students must have a current BNA on the Nebraska registry or registry in the students' state of residency.
- Students must demonstrate math competency either by ACCUPLACER® score or having completed MATH-0160 and being Intermediate Algebra ready.
- A minimum grade of "C" must be attained on all prerequisite courses.
- Students are required to undergo a criminal background check as part of the admission process. Students will not be fully accepted into the program until the background check is cleared and immunization requirements complete.
- Students may also take BIOS-2250 and BIOS-2260 to meet the LPNR-1110 or BIOS-1160 requirement.

Gainful Employment (GE) – For more information about our graduation rates, the median debt of students who completed this program, and other important information, please visit our website at **wncc.edu/equity**.

Recommended Plan of Study

1st Semester		**Credits**
BIOS-2050	Nutrition and Diet Therapy	3
ENGL-1010	English Composition I	3
LPNR-1110	Body Structure and Function	4
	or	
BIOS-1160	Intro to Human Anatomy & Physiology	
PSYC-1810	Introduction to Psychology	3
	Total Credits	**13**

2nd Semester		**Credits**
BIOS-2460	Microbiology*	4
LPNR-1250	Concepts of Nursing	7
LPNR-1270	Medical/Surgical Nursing I	5.5
NURS-1410	Pharmacology I	2
	Total Credits	**18.5**

**Can be taken as a prerequisite*

3rd Semester		**Credits**
LPNR-2280	Medical/Surgical Nursing II	5.5
LPNR-2290	Care of the Family	5.5
LPNR-2720	Strategies for the LPN in Practice	2
NURS-1480	Pharmacology II	2
	Total Credits	**15**
	Total Diploma Credits	**46.5**

Nursing (Pre-Professional)

AS.5116B (62 Credits)
Associate of Science
Scottsbluff

This emphasis area provides students with the basic courses for entry into four-year professional nursing programs. The courses are applicable to various other related programs in the life sciences and medical fields.

Objectives

- Provide students with a detailed understanding of the structure and function of the human body.
- Provide students with basic chemical principles applicable to the human body.
- Provide students with an appreciation for those environmental phenomena that affect the human body.
- Provide students with an opportunity to learn the principles by which humans interact with others.

Notes

- Students wishing to transfer to the University of Nebraska Medical Center (UNMC) need to contact an advisor at UNMC for specific requirements about admission to the university and the program.
- Application to the BSN program is processed through UNMC, not through WNCC. General advising of the required prerequisite courses while at WNCC is provided by faculty in the Nursing program in the Division of Health Sciences at WNCC.
- Some courses have prerequisites. Students are responsible for meeting the prerequisites for the course(s) they select.

Core Requirements (26 credits)

- A minimum of 15-16 credits of combined science and math credits are required for the AS degree. This must include a minimum of three (3) credits of math and four (4) credits of science from BIOS, CHEM or PHYS options.

Class		Credits
BIOS-20150	Diet and Nutrition Therapy	3
BIOS-2250	Human Anatomy & Physiology I (with lab)	4
BIOS-2260	Human Anatomy & Physiology II (with lab)	4
BIOS-2460	Microbiology (with lab)	4
CHEM-1050	Introductory Chemistry (with lab)	4
MATH-1150	College Algebra	4
MATH-2170	Applied Statistics	3

Recommended electives or courses required for transfer (16 credits):

UNMC requires six (6) social studies courses, any one of which satisfies the WNCC core social science requirement. Three (3) of the course are specified and three (3) of the courses offer selection of courses

Class		Credits
PSYC-1810	Introduction to Psychology	3
PSYC-2150	Life Span: Human Growth & Development	3
SOCI-1010	Introduction to Sociology	3
	Political Science and Social Organizations (see advisor)	3
	Family & Human Behavior (see advisor)	3
	Culture, Race, Ethnicity & Gender (see advisor)	3

UNMC requires the following humanities course, which also satisfies the WNCC humanities requirement:

Class		Credits
BSAD-2450	Business Ethics	3
	or	
PHIL-1060	Intro to Ethics and Current Issues In Philosophy	3

Recommended Plan of Study

1st Semester		Credits
BIOS-2250	Human Anatomy and Physiology I (and lab)	4
ENGL-1010	English Composition I	3
MATH-1150	College Algebra	4
PRDV-1010	Achieving College Success	3
	Total Credits	**14**

2nd Semester		Credits
BIOS-2260	Human Anatomy and Physiology II (and lab)	4
BIOS-2460	Microbiology (and lab)	4
ENGL-1020	English Composition II	3
PSYC-1810	Introduction to Psychology	3
SOCI-1010	Introduction to Sociology	3
	Total Credits	**17**

3rd Semester		Credits
CHEM-1050	Introductory Chemistry	4
PSYC-2150	Life Span: Human Growth & Development	3
	Culture, Race, Ethnicity & Gender elective	3

	Political Science & Social Organization elective	3
	Elective	3
	Total Credits	**16**

4th Semester		**Credits**
BIOS-2050	Nutrition and Diet Therapy	3
MATH-2170	Applied Statistics	3
	Oral Communications GE elective	3
	Ethics elective	3
	Family & Human Behavior elective	3
	Total Credits	**15**
	Total AS Credits	**62**

(Pre) Pharmacy

AS.5111B (66 Credits)
Associate of Science
Scottsbluff

The pre-pharmacy emphasis area is designed to prepare students for transfer to four-year colleges and universities associated with medical schools. The program is reflective of requirements from the University of Nebraska Medical Center (UNMC).

A pre-pharmacy Associate of Science degree provides students with the first two (2) years of study required for admission to an accredited pre-pharmacy program.

Students need to be aware that earning the Associate of Science degree is just the first step in pursuit of a professional career in a medical field. Most advanced degrees in these areas require upwards of eight or more years of study.

Objectives

- Provide students with the necessary information and credit to transfer directly to a school providing upper-division pre-pharmacy studies at a four-year college or university and ultimately acceptance into the graduate level programs in a chosen field.
- Provide students with coursework basic to a variety of curricula. Students will be able to change easily their educational goals to other areas, especially in the life sciences, with little or no lost time or earned credits.
- Provide a basic knowledge of the physical sciences so that the student can develop an understanding of the physical and chemical properties of the drugs encountered in the pharmaceutical profession.
- Provide basic knowledge of the biological sciences so that the student has an understanding of the effects of drugs on the human body.

Notes

- Students who plan to transfer to a four-year college or university should consult their faculty and transfer advisors early in their WNCC career to determine a curriculum best suited to their transfer goals.
- In addition to the general education requirements for the AS degree, 28 credits of core courses and 14 credits of electives are required for the degree in pre-pharmacy.
- Depending on the choice of electives, it is possible that the total credits earned for the AS degree will exceed 60 credit credits.
- Students should choose electives based on the recommendations of the college of pharmacy to which the student plans to apply.
- Students should understand that the courses included in the lists of core requirements and recommended electives will be required by receiving institutions at some point in their journey to the bachelor's or professional degree.

Core Requirements (28 credits)

- A minimum of 15-16 credits of combined science and math credits are required for the AS degree. This must include a minimum of three (3) credits of math and four (4) credits of science from BIOS, CHEM or PHYS options.

Class		**Credits**
BIOS-1010	General Biology (and lab)	4
BIOS-1380	General Zoology (and lab)	4
CHEM-1090	General Chemistry I (and lab)	4
CHEM-1100	General Chemistry II (and lab)	4
MATH-1150	College Algebra	4
MATH-1210	Trigonometry	3
MATH-1600	Analytic Geometry & Calculus I	5

Recommended electives or courses required for transfer (14 credits):

Class		**Credits**
BIOS-1160	Intro to Human Anatomy & Physiology (and lab)	4
BIOS-2120	Genetics (and lab)	4
BIOS-2460	Microbiology (and lab)	4
CHEM-2510	Organic Chemistry I (and lab)	4
CHEM-2520	Organic Chemistry II (and lab)	4

Recommended Plan of Study

1st Semester		**Credits**
BIOS-1010	General Biology (and lab)	4

CHEM-1090	General Chemistry I (and lab)	4
ENGL-1010	English Composition I	3
MATH-1150	College Algebra	4
PRVD-1010	Achieving College Success	3
	Total Credits	**18**
2nd Semester		**Credits**
BIOS-1380	General Zoology (and lab)	4
CHEM-1100	General Chemistry II	4
ENGL-1020	English Composition II	3
MATH-1210	Trigonometry	3
	Oral Communication GE elective	3
	Total Credits	**17**
3rd Semester		**Credits**
CHEM-2510	Organic Chemistry I (and lab)	4
MATH-1600	Analytic Geometry and Calculus I	5
	Lab Science GE elective	4
	Social Sciences GE elective	3
	Total Credits	**16**
4th Semester		**Credits**
CHEM-2520	Organic Chemistry II (and lab)	4
	Humanities GE elective	3
	Social Sciences GE elective	3
	Electives	5
	Total Credits	**15**
	Total AS Credits	**66**

(Pre) Physical Therapy

AS.5108A (63 Credits)
Associate of Science
Scottsbluff

This emphasis area is designed to prepare students for entry into a school of physical therapy. The course of study is designed so that courses taken are applicable to other related programs.

Objectives

- Provide an opportunity for students to become acquainted with the basic principles of physics, chemistry, and biology.
- Provide an opportunity for students to learn the structure and function of the human body.
- Instill in students a greater appreciation for the interactions of physical, chemical, and biological laws as they apply to the human body.

Notes

- Students who plan to transfer to a four-year college/university should consult their faculty advisor and transfer advisor early in their WNCC career to determine a curriculum best suited to their transfer goals. The student is advised to carefully consider the course requirements of the physical therapy school to which he or she is seeking admission.
- In addition to the general education requirements for the AS degree, 23 credits of core courses and 19 credits of electives are required for the degree in pre-biomedical research.
- Depending on the choice of electives, it is possible that the total credits earned for the AS degree will exceed 60 credit credits.
- Students should understand that the courses included in the lists of core requirements and recommended electives will be required by receiving institutions at some point in their journey to the bachelor's or professional degree.

Core Requirements (23 credits)

- A minimum of 15-16 credits of combined science and math credits are required for the AS degree. This must include a minimum of three (3) credits of math and four (4) credits of science from BIOS, CHEM or PHYS options.

Class		Credits
BIOS-2250	Human Anatomy & Physiology I	4
BIOS-2260	Human Anatomy & Physiology II	4
CHEM-1090	General Chemistry I (and lab)	4
CHEM-1100	General Chemistry II (and lab)	4
MATH-1150	College Algebra	4
MATH-1210	Trigonometry	3

Recommended electives or courses required for transfer (19 credits):

Class		Credits
BIOS-1010	General Biology (and lab)	4
BIOS-1380	General Zoology (and lab)	4
BIOS-2120	Genetics (and lab)	4
BIOS-2460	Microbiology (and lab)	4
CHEM-2510	Organic Chemistry I (and lab)	4
CHEM-2520	Organic Chemistry II (and lab)	4

Recommended Plan of Study

1st Semester		Credits
BIOS-1010	General Biology (and lab)	4
CHEM-1090	General Chemistry I (and lab)	4

ENGL-1010	English Composition I	3
MATH-1150	College Algebra	4
PRDV-1010	Achieving College Success	3
	Total Credits	**18**

2nd Semester		**Credits**
BIOS-1380	General Zoology (and lab)	4
CHEM-1100	General Chemistry II (and lab)	4
ENGL-1020	English Composition II	3
MATH-1210	Trigonometry	3
	Humanities GE Elective	3
	Total Credits	**17**

3rd Semester		**Credits**
BIOS-2250	Human Anatomy & Physiology I (and lab)	4
CHEM-2510	Organic Chemistry I (with lab)	4
PSYC-1810	Introduction to Psychology	3
	Oral Communications GE elective	3
	Total Credits	**14**

4th Semester		**Credits**
BIOS-2260	Human Physiology & Anatomy II (and lab)	4
CHEM-2520	Organic Chemistry II (with lab)	4
	Social Sciences GE elective	3
	Electives	3
	Total Credits	**14**
	Total AS Credits	**63**

Physics

AS.4008 (62-64 Credits)
Associate of Science
Scottsbluff

This field of study provides students with comprehensive knowledge of the principles and skills related to physical science. The field of study is designed to meet the needs of students entering related technical or professional fields, as well as those seeking a general understanding of the physical world providing understanding of physical principles and interrelationships of all branches of science and mathematics.

Objectives

- Show how all phenomena is the logical result of the laws of nature.
- Stimulate interest in physics and fields related to physics.
- Develop skills in the use of the scientific method and the use of tools for measuring and collecting data.
- Provide the student with the background needed to increase the chances for success in the technical or professional fields.

Notes

- Students who plan to transfer to a four-year college or university should consult their faculty and transfer advisors early in their WNCC career to determine a curriculum best suited to their transfer goals.
- In addition to the general education requirements for the AS degree, 28 credits of core courses and 14 credits of electives are required for the degree in physics
- Depending on the choice of electives, it is possible that the total credits earned for the AS degree will exceed 60 credit credits.
- Students should understand that the courses included in the lists of core requirements and recommended electives will be required by receiving institutions at some point in their journey to the bachelor's degree.

Core Requirements (28 credits)

- A minimum of 15-16 credits of combined science and math credits are required for the AS degree. This must include a minimum of three (3) credits of math and four (4) credits of science from BIOS, CHEM or PHYS options.

Class		**Credits**
ENGR-1020	Programming and Problem Solving	3
MATH-1600	Analytic Geometry and Calculus I	5
MATH-2150	Calculus II	5
MATH-2200	Calculus III	5
PHYS-1300	Physics I (with lab and recitation)	5
	or	
PHYS-2400	Physics I with Calculus (with lab and recitation)	5
PHYS-1350	Physics II (with lab and recitation)	5
	or	
PHYS-2450	Physics II with Calculus (with lab and recitation)	5

Recommended electives or courses required for transfer (14 credits)

Class		**Credits**
ENGR-2020	Statics	3
PHYS-1070	Astronomy	4
	Total Credits	**7**

It is recommended that the remainder of the seven (7) credits be selected from any of the technical electives below:

BIOS-1010	General Biology (and lab)	4
BIOS-2250	Human Anatomy & Physiology I (and lab)	4
BIOS-2260	Human Anatomy & Physiology II (and lab)	4
BIOS-2120	Genetics (and lab)	4
BIOS-2460	Microbiology (and lab)	4
CHEM-1090	General Chemistry I (and lab)	4
CHEM-1100	General Chemistry II (and lab)	4
ENGR-1070	Graphics for Engineers	3
ENGR-2010	Intro to Circuits and Electronics	3
INFO-1200	Introduction to Computer Science	3
MATH-2170	Applied Statistics	3
MATH-2210	Applied Differential Equations	3

Recommended Plan of Study

1st Semester		**Credits**
ENGL-1010	English Composition I	3
MATH-1600	Analytic Geometry and Calculus I	5
PHYS-1070	Astronomy	4
PRDV-1010	Achieving College Success	3
	Total Credits	**15**
2nd Semester		**Credits**
ENGL-1020	English Composition II	3
ENGR-1020	Programming and Problem Solving	3
MATH-2150	Calculus II	5
	Technical elective	3-4
	Humanities GE elective	3
	Total Credits	**17-18**
3rd Semester		**Credits**
MATH-2200	Calculus III	5
PHYS-2400	Physics I with Calculus	5
	Oral Communications GE elective	3
	Elective	3
	Total Credits	**16**
4th Semester		**Credits**
ENGR-2020	Statics	3
PHYS-2450	Physics II with Calculus	5
	Technical elective	3-4
	Social Sciences GE elective	3
	Total Credits	**14-15**
	Total AS Credits	**62-64**

Powerline Construction & Maintenance Technology

Associate of Occupational Studies
Diploma
Certificate
Alliance

This program provides students with the training to apply technical knowledge and skills to install, operate, maintain, and repair distribution, transmission, and rural electric power lines and cables. The student also learns to construct power lines according to Rural Utility Standards (RUS). Upon completion of this program, students have the skills required of an apprentice power line technician for utility providers.

All electives used to fulfill graduation requirements for this degree require pre-approval of the faculty advisor. The final plan for each student must be approved by his or her faculty advisor and the interim chair of the Applied Technology Division.

Objectives

- Promote and help students develop proficiency in climbing skills.
- Provide a basis for students understanding of basic electrical principles.
- Provide students with skills in overhead/underground line construction according to RUS standards.
- Provide students with the skills necessary to develop safe work habits and an understanding of power line safety guidelines and principles in accordance with the American Public Power Association.
- Promote and assist the understanding of students regarding Occupational Safety and Health (OSHA) rules and regulations for power line workers.

Technical Standards

- Apply information and instruction delivered in a classroom setting to the successful performance of lab tasks to simulate actual workplace settings
- Demonstrate a functional working knowledge of electrical theory and concepts as a baseline for efficient and safe work environment conditions
- Follow safety procedures described in the American Public Power Association Safety Handbook
- Identify, select, and utilize the appropriate tools, materials, and equipment for the installation, maintenance, and repair of Rural Utilities Service (RUS) lines, following specifications and drawings for construction units

- Identify, select and utilize the appropriate tools, materials, and equipment for the installation, maintenance, and repair of a variety of electrical equipment such as transformers, reclosers, grounds, disconnect switches, fused cutouts, and other industry-standard devices
- Inspect equipment and machinery to ensure safe operational condition per established guidelines
- Operate hand tools, equipment, and machinery common to the power line trade in a safe manner
- Utilize a hand line to hoist equipment and materials as necessary to elevated positions
- Operate equipment such as bucket trucks and digger derrick trucks from elevated platforms
- Read a load lifting chart and safely load, secure, and unload a variety of equipment and materials using a bucket truck and/or digger derrick truck
- Climb wooden and steel poles to heights of up to 45 feet to perform construction, repair, or coworker rescue maneuvers
- Perceive and respond to communication cues from pole-top heights and/or in loud environments
- Work cooperatively with groups of individuals to accomplish physical tasks in outdoor settings

Associate of Occupational Studies (AOS)

AOS.4603 (63.5-66.5 Credits)

Notes

- Interested students should contact the Alliance campus for current program requirements.
- The following are required for acceptance into the Powerline Construction & Maintenance Technology program: a physical exam; health insurance; valid driver's license; and additional costs associated with purchasing climbing tools and equipment. For specifics regarding these items, prospective students should contact the Alliance campus.
- The student must successfully pass all climbing skill evaluations at the Pole Lab to advance from UTIL-1000 to UTIL-1300 and UTIL-1400.
- The student must successfully pass all climbing skill evaluations at the Pole Lab to advance from UTIL-1300

Recommended Plan of Study

1st Semester		**Credit**
HLTH-1090	CPR-Healthcare Provider	0.5
	or	
HLTH-1100	First Aid	
TRAN-1100	Commercial Driver's License (CDL Class B)	2
UTIL-1000	Introduction to Power Line Basics, Safety, and Climbing	9
	Total Credits	**11.5**

2nd Semester		**Credit**
ENGL-0500	Workplace Writing (or higher)	3
UTIL-1300	Electrical Theory/Concepts for the Power Line Industry	9
UTIL-1400	Overhead Power Line Construction	9
	Total Credits	**21**

3rd Semester		**Credit**
MATH-1020	Technical Math (or higher)	3-4
UTIL-2300	Underground Power Line Construction & Transformer Connections	9
UTIL-2400	Electric Utility Operations	9
UTIL-2500	UTIL Internship (optional)*	1-3
	Total Credits	**22-25**

*College approval required

4th Semester		**Credit**
	Information Technologies elective	3
	Oral Communication GE elective	3
	Social Science elective	3
	Total Credits	**9**
	Total AAS Credits	**63.5 – 66.5**

Diploma

D2.4603 (54.5-56.5 Credits)

This diploma is designed to fulfill 54.5-56.6 credit credits of the Powerline Construction & Maintenance Technology AOS degree.

Gainful Employment (GE) – For more information about WNCC graduation rates, the median debt of students who completed this program, and other important information, please visit our website at **wncc.edu/equity**.

Recommended Plan of Study

1st Semester (summer)		Credits
HLTH-1090	CPR-Healthcare Provider	0.5
	or	
HLTH-1100	First Aid	
TRAN-1100	Commercial Driver's License (CDL Class B)	2
UTIL-1000	Introduction to Power Line Basics, Safety, and Climbing	9
	Total Credits	**11.5**

2nd Semester		Credits
ENGL-0500	Workplace Writing (or higher)	3
UTIL-1300	Electrical Theory/Concepts for the Power Line Industry	9
UTIL-1400	Overhead Power Line Construction	9
	Total Credits	**21**

3rd Semester		Credits
MATH-1020	Technical Math (or higher)	3-4
UTIL-2300	Underground Power Line Construction & Transformer Connections	9
UTIL-2400	Electric Utility Operations	9
UTIL-2500	UTIL Internship (optional)*	1-3
	Total Credits	**22-25**
	Total Diploma Credits 55.5 – 56.5	

**College approval required*

Certificate

C2.4603 (47.5-53.5 Credits)

This certificate is designed to fulfill 47.5-53.5 credit credits of the Powerline Construction & Maintenance Technology AOS degree. Students must complete three (3) credits of English and three (3) credits of math or show competency in writing and mathematics by assessment.

Gainful Employment (GE) – For more information about WNCC graduation rates, the median debt of students who completed this program, and other important information, please visit our website at **wncc.edu/equity**.

1st Semester (summer)		Credits
HLTH-1090	CPR-Healthcare Provider	0.5
	or	
HLTH-1100	First Aid	
TRAN-1100	Commercial Driver's License (CDL Class B)	2
UTIL-1000	Introduction to Power Line Basics, Safety, and Climbing	9
	Total Credits	**11.5**

2nd Semester		Credits
ENGL-0500	Workplace Writing (or higher)**	0-3
UTIL-1300	Electrical Theory/Concepts for the Power Line Industry	9 9
UTIL-1400	Overhead Power Line Construction	9
	Total Credits	**18-21**

3rd Semester		Credits
MATH-1020	Technical Math (or higher)**	0-3
UTIL-2300	Underground Power Line Construction & Transformer Connections	9
UTIL-2400	Electric Utility Operations	9
UTIL-2500	UTIL Internship (optional)*	1-3
	Total Credits	**18-21**
	Total Certificate Credits 47.5-53.5	

**College Approval Required.*

***Dependent on writing and math proficiency. No general education courses are required if competency is shown on placement exam or industry certification test.*

Psychology

AA.4201 (60 Credits)
Associate of Arts (AA)
Alliance • Scottsbluff • Sidney

The Associate of Arts program in psychology will provide students with the core curriculum and the foundational work for an eventual bachelor's degree in psychology. The course of study offers the student the opportunity to study a wide variety of topics within this multifaceted discipline. This field of study is appropriate for students who would like to become counselors, social workers, case managers, career counselors, rehabilitation specialists, and psychiatric technicians. The understanding of human behavior and communications also make psychology majors good candidates for positions in top- and mid-level management and administration, sales, labor-relations, personnel and training, real estate, business services and insurance, or marketing.

Objectives

- Fulfill the graduation requirements for the Associate of Arts degree.
- Facilitate the student's entry into a baccalaureate program in psychology at a college or university.

- Stimulate student's interest in their own self-growth as they increase their understanding of others.
- Provide students with the knowledge that could make them employable by community agencies in human service areas.

Notes

- Students who plan to transfer to a four-year college or university should consult their faculty and transfer advisors early in their WNCC career to determine a curriculum to best suit their transfer goals.
- If transferring institution does not require foreign language, the student may take other social science or elective courses.
- Students should discuss specific course recommendations to fulfill the social science and humanities elective requirements.

Core Psychology Courses (required of all majors)

Class		Credits
PSYC 1810	Introduction to Psychology	3
PSYC 2020	Drugs and Behavior	3
PSYC 2090	Abnormal Psychology	3
PSYC 2140	Social Psychology	3
PSYC 2150	Lifespan Growth & Development	3
PSYC 2650	Research Methods in Psychology	3

Recommended Electives

Class		Credits
ANTH 2130	Mexican American/Native American Cultures	3
PHIL 1060	Introduction to Ethics	3
PHIL 2610	Comparative Religions	3
SOCI 2150	Issues of Unity and Diversity	3
SOCI 2250	Marriage and Family	3

Recommended Plan of Study

1st Semester		Credits
ENGL-1010	English Composition I	3
MATH-2170	Applied Statistics	3
PRDV-1010	Achieving College Success	3
PSYC-1810	Introduction to Psychology	3
	General Education elective	3
	Total Credits	**15**
2nd Semester		**Credits**
ENGL-1020	English Composition II	3
PSYC-2050	Abnormal Psychology	3
PSYC-2150	Lifespan Growth and Development	3
	General Education electives	6
	Total Credits	**15**
3rd Semester		**Credits**
PSYC-2140	Social Psychology	3
PSYC-2650	Research Methods in Psychology	3
	General Education electives	9
	Total Credits	**15**
4th Semester		**Credits**
PSYC-2020	Drugs and Behavior	3
	General Education electives	12
	Total Credits	**15**
	Total AA Credits	**60**

(Pre) Radiologic Technology

AS.5122A (60-64 Credits)
Associate of Science
Scottsbluff

This emphasis area provides students interested in radiologic technology with the background academic courses necessary for entry into a specialized school of radiography. The program is designed so that courses taken are applicable to related programs. This degree is configured for articulation with Chadron State College in Chadron and Scottsbluff, Nebraska, and the School of Radiologic Technology at Regional West Medical Center (RWMC) in Scottsbluff, Nebraska.

Objectives

- Identify the basic principles and laws that govern the physical world.
- Explain the structure and function of various parts of the human body.
- Analyze principles by which humans interact with each other.

Notes

- Students who plan to transfer to a four-year college or university should consult their faculty and transfer advisors early in their WNCC career to determine a curriculum to best suit their transfer goals.
- Students applying to Chadron State College and/or the School of Radiologic Technology at RWMC need to contact the counselors or program advisors to determine when they should apply to the program.
- PHYS-1225 (Science of Sports) will satisfy the physics requirement for the School of Radiologic Technology at Regional West Medical Center. If a student is

planning on transferring and completing advanced training such as ultrasound, MRI, or nuclear medicine, he or she should contact his or her transfer institution to determine if PHYS-1225 will satisfy the requirements for an advanced program of study.

- Radiologic science courses are accepted as transfer credit from the School of Radiologic Technology at RWMC to complete degree requirements. The AS degree is awarded following the successful completion of all listed general education and prerequisite courses, plus sufficient radiologic science elective courses to total a minimum of 60 credit credits.

Recommended Plan of Study

1st Semester		**Credits**
ENGL-1010	English Composition I	3
INFO-1100	Microcomputer Applications	3
MATH-1150	College Algebra	4
PRDV-1010	Achieving College Success	3
	Social Sciences GE elective	3
	Total Credits	**16**
2nd Semester		**Credits**
BIOS-1160	Introduction to Human Anatomy & Physiology	4
ENGL-1020	English Composition II	3
HLTH-1060	Medical Terminology	2
MATH-2170	Applied Statistics	3
	Oral Communications GE elective	3
	Total Credits	**15**
3rd Semester		**Credits**
CHEM-1050	Introductory Chemistry (and lab)	4
PHYS-1300	Physics I (and lab and recitation)	4-5
	or	
PHYS-1225	Science of Sports	
	or	
	Introduction to Physics (transfer substitute)	
	Humanities GE elective	3
	Radiologic Science (transfer courses)	4-5
	Total Credits	**15-17**
4th Semester		**Credits**
	Radiologic Science (transfer courses)	14-16
	Total Credits	**14-16**
	Total AS Credits	**60 - 64**

Rangeland Management

AS.0111 (63 credits)
Associate of Science
Scottsbluff

The Rangeland Management program is a joint effort between WNCC and Chadron State College (CSC) to provide students with core curricular work as well as the foundational work for an eventual Bachelor of Science degree in Rangeland Management. The program is offered through WNCC and CSC with the ultimate culmination of the program through the Department of Applied Science at Chadron State College.

The program includes course offerings applicable to an associate's degree from WNCC as well as a bachelor's degree from CSC. The program provides for the reverse transfer of CSC credit to be applied to the associate's degree from WNCC.

Agricultural classes are delivered to WNCC by CSC. This two year program fulfills WNCC general education core requirements as well as help fulfill CSC Essential Studies requirements in addition to delivering the appropriate agricultural foundation classes to pursue the advanced degree.

Upon acceptance and transfer to CSC, students have the opportunity to branch out into one of three rangeland management options including Rangeland Ecology, Rangeland Livestock Management, and Rangeland Wildlife Management.

Objectives

- Students will be provided with the necessary course program for the successful completion of an associate's degree from WNCC.
- WNCC and CSC will provide students with the opportunity to explore rangeland management options through the coursework detailed in the program.
- This program will successfully provide students with course credit for application to both associate's degree work through WNCC as well as bachelor's degree work through CSC.
- The program will provide students with the opportunity to explore various agricultural options within rangeland management.
- Upon completion of the recommended course plan, students will have the introductory background appropriate for continued studies related to rangeland management, livestock management, soil and plant sciences, and rangeland wildlife management.
- Students in this program receive preparation for successful acceptance and transfer into the Rangeland

Management program at CSC offered through the Department of Applied Sciences at CSC.

Notes

- ACCUPLACER® or ACT scores dictate entry levels for both English and math courses.
- Recommended courses at WNCC that satisfy the CSC Essential Studies - ARTS, MUSC, or THEA elective are:

Class		Credit
MUSC-1010	Music Appreciation	3
THEA-1010	Introduction to Theatre	3

- The following courses offered at WNCC that qualify to meet the CSC Essential Studies – Mode of Inquiry requirement are:

Class		Credit
HIST-2010	American History I	3
HIST-2020	American History II	3
HIST-2100	World Civilization (4000 BC-1500 AD)	3
HIST-2110	World Civilization (1500 AD-Present)	3
POLS-1000	American Government	3

- Chadron State College offers indicated AGRI classes through the ITV delivery system and are subject to reverse transfer agreements between WNCC and CSC.
- Students will take AGRI-242 (Principles of Rangeland and Forage Management) concurrently with AGRI-242L (laboratory), and AGRI-245 (Principles of Soil Science) concurrently with AGRI-245L (laboratory). Lab offerings for both classes take place one day per month during the semester each course is scheduled.
- Due to the dual offering of classes through both WNCC and CSC each semester, students must be admitted to both WNCC and CSC and are required to be dual enrolled through WNCC and CSC. Completion of course registration for classes takes place through the respective school offering the courses.
- Although not specifically scheduled, students are recommended to utilize summer semesters if necessary to maintain pace within the program. CSC classes offerings are limited to the semesters reflected by the schedule.
- In addition to the general education requirements for the AS degree, 19 credits of core courses and 24 credits of electives are required for the degree in biology/ecology.
- Depending on the choice of electives, it is possible that the total credits earned for the AS degree will exceed 60 credit credits.
- Students should understand that the courses included in the lists of core requirements and recommended electives will be required by receiving institutions at some point in their journey to the bachelor's degree.

Core Requirements (19 credits)

- A minimum of 15-16 credits of combined science and math credits are required for the AS degree. This must include a minimum of three (3) credits of math and four (4) credits of science from BIOS, CHEM or PHYS options.

Class		Credits
BIOS-1010	General Biology (and lab)	4
BIOS-1380	General Zoology (and lab)	4
CHEM-1050	Introductory Chemistry (and lab)	4
MATH-1150	College Algebra	4
MATH-2170	Applied Statistics	3

Recommended electives or courses required for transfer (23 credits)

CSC offers specific courses via their ITV system located on the Scottsbluff WNCC campus. These are used as reverse transfer credit for WNCC and CSC. Students will need to register for these courses through CSC**:**

Class		Credits
AGRI-132	Introduction to Animal Science	3
AGRI-141	Introduction to Plant Science	3
AGRI-151	Foundations of Nutrition & Metabolism	3
AGRI-235	Introduction to Wildlife Management	3
AGRI-242	Principles of Rangeland and Forage Management (and lab)	4
AGRI-245	Principles of Soil Science (and lab)	4
	Additional humanities course	3

Recommended Plan of Study

1st Semester		Credits
AGRI-132	Intro to Animal Science (CSC)	3
AGRI-141	Intro to Plant Science (CSC)	3
BIOS-1010	General Biology (and lab)	4
MATH-1150	College Algebra	4
PRVD-1010	Achieving College Success	3
	Total Credits	**17**

2nd Semester		Credits
AGRI-151	Foundations of Nutrition and Metabolism (CSC)	3
BIOS-1380	General Zoology (and lab)	4
ENGL-1010	English Composition I	3

	ARTS, MUSC, or THEA elective (see Notes - CSC Essential Studies)	3
	Total Credits	**13**

3rd Semester		**Credits**
AGRI-242	Principles of Rangeland and Forage Management (CSC) (and lab)	4
CHEM-1050	Introductory Chemistry (and lab)	4
ENGL-1020	English Composition II	3
	Oral Communications GE elective	3
	HIST, POLS elective (see Notes CSC Essential Studies)	3
	Total Credits	**17**

4th Semester		**Credits**
AGRI-235	Introduction to Wildlife Management (CSC)	3
AGRI-245	Principles of Soil Science (CSC) (with lab)	4
HUMS-1100	Introduction to Humanities (see Notes - CSC Essential Studies)	3
MATH-2170	Applied Statistics	3
	Social science GE elective	3
	Total Credits	**16**
	Total AS Credits	**63**

Social Work

AA.4407 (60-62 Credits)
Associate of Arts
Alliance • Scottsbluff • Sidney

The social work emphasis area is designed to help individuals, social groups, and society function more effectively. The practice of social work requires knowledge of human behavior, social institutions, and ethnic groups. A social work major may choose to work in such fields as child welfare, aging, alcoholism, family counseling, and corrections. Students are expected to take courses in support areas such as science, mathematics, social science, and languages. Please note: a Social Work major does not necessarily fit into the Human Service Work program or a general psychology program.

Objectives

- Fulfill the graduation requirements for the Associate of Arts degree.
- Facilitate the student's entry into a baccalaureate program in social work at a four-year college or university.
- Stimulate student's interest in their own self-growth as they increase their understanding of others.
- Provide students with the knowledge that could make them employable by community agencies in human service areas.

Notes

- Students who plan to transfer to a four-year college or university should consult their faculty and transfer advisors early in their WNCC career to determine a curriculum to best suit their transfer goals.
  - Students planning to transfer to Chadron State College or the University of Nebraska-Kearney should work closely with their faculty advisor regarding elective credits.
  - Students planning to transfer to the University of Wyoming should take POLS-1000 American Government at the University of Wyoming.
- Student entering social work are recommended to take Spanish language courses.

Recommended Plan of Study

1st Semester		**Credits**
ENGL-1010	English Composition I	3
HUSR-1620	Introduction to Human Services Work (or SW231 Professional Social Work from CSC)	3
PRDV-1010	Achieving College Success	3
	Science GE elective (see advisor)	3-4
	Elective (see advisor)	3
	Total Credits	**15-16**

2nd Semester		**Credits**
ENGL-1020	English Composition II	3
MATH-2170	Applied Statistics	3
PSYC-1810	Introduction to Psychology	3
	Oral Communication GE elective	3
	Elective (or SW251 HBSE 1 at CSC) (see advisor)	3
	Total Credits	**15**

3rd Semester		**Credits**
ECON-1230	General Economics	3
HIST-2010	American History I	3
	or	
HIST-2020	American History II	
PSYC-2650	Research Methods in Psychology	3
	Elective (or SW252 HBSE 2 at CSC) (see advisor)	3
	Elective (see advisor)	3
	Total Credits	**15**

4th Semester		Credits
POLS-1000	American Government	3
	Humanities GE elective (see advisor)	3
	Science GE elective (see advisor)	3-4
	Elective (or SW331 Child & Family at CSC) (see advisor)	3
	Elective (see advisor)	3
	Total Credits	**15-16**
	TOTAL AA Credits	**60 - 62**

Surgical Technology

AAS.5109A (62 Credits)
Associate of Applied Science
Scottsbluff

The Surgical Technology Program offers an Associate Degree in Applied Science. The program is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP). The primary goal of the program is to prepare competent entry-level surgical technologists in the cognitive (knowledge), psychomotor (skills), and affective (behavior) learning domains. The curriculum includes selected science courses, which provide the basis for in-depth consideration of both theory and clinical application of principles utilized in surgical technology. Basic courses in the theoretical aspects of surgical technology encompass lecture, skills labs, clinical, and on-line instruction.

The mission of the Surgical Technology Program is to provide a student-centric environment that develops professional, qualified, patient advocates who are prepared to function as competent entry-level professionals in the field of surgical technology, become life-long learners, and contribute positively to the communities and agencies they serve.

Furthermore, the program strives to meet student learning and employability goals via a combination of general education and comprehensive clinical education utilizing the cognitive, psychomotor, and affective learning domains. The program is committed to preparing graduates to support societal and technological advancements, aligning with the college's mission to model excellence in service to the community.

Technical Standards

Surgical Technologists serve as an integral part of the surgical team providing surgical care to patients. Surgical Technologists work under the supervision of a surgeon to facilitate the safe and effective conduct of surgical procedures. These established technical standards provide the prospective student with a guide to the expected levels of competency upon completion of the Surgical Technology Program. Graduates of the WNCC Surgical Technology Program must:

- Demonstrate effective interpretation and expression of ideas through written and oral communication in the operating room. Examples would include questions and discussions with peers and patients regarding care both preoperatively and intraoperatively and effective communication with surgeons and nurses to optimize patient care.
- Apply knowledge and experience (critical thinking skills) in their identification of variations and analysis of information and/or equipment during surgical procedures. Examples of critical thinking in the surgical setting include effective prioritization and anticipation skills in the dynamic surgical environment.
- Demonstrate entry-level competence in performing the role of first scrub on all basic general and specialty surgical cases as defined by the Association of Surgical Technologists (AST). Examples include preparation of the sterile field with instruments, supplies, equipment and medication, and passing instruments and suppled to sterile team members.
- Demonstrate the application of principles of asepsis in a knowledgeable manner that provides for optimal patient care in the operating room. Examples include the identification of proper aseptic technique and recognizing breaks in technique.
- Demonstrate a surgical conscience in all aspects of their professional practice. Examples include professional accountability and integrity.
- Demonstrate global patient care competencies by monitoring the surgical environment along with other team members. Examples include effectively communicating with all members of the surgical team, preoperative team, and patients and their families.
- Demonstrate the physical and mental endurance necessary for long-term surgical procedures.

Notes

- For admission requirements contact the Surgical Technology Program Director at 308.254.7431.
- Students are required to undergo a criminal background check and 10-panel drug screen as part of the admissions process.
- Participation in clinical coursework may require travel and/or temporary relocation outside of the immediate Panhandle area.
- For information on transfer credits, refer to "Transfer of Credits to WNCC" in this catalog.

- Students must take the ACCUPLACER® Basic Skills Assessment prior to registering for math and English courses.

1st Semester (fall – Prerequisites)		Credits
BIOS-2250	Human Anatomy & Physiology I (and lab)	4
ENGL-1010	English Composition I	3
HLTH-1060	Medical Terminology	2
MATH-1060	Introduction to Algebra	4
	Total Credits	**13**

2nd Semester (spring)		Credits
BIOS-2260	Human Anatomy & Physiology II (and lab)	4
BIOS-2460	Microbiology	4
PSYC-1810	Introduction to Psychology	3
	Oral Communication GE elective	3
	Total Credits	**14**

3rd Semester (summer)		Credits
SURT-1030	Surgical Procedures I	3
SURT-1100	Introduction to Surgical Technology	2
SURT-1100L	Principles & Practices of Surgical Technology I	2
	Total Credits	**7**

4th Semester (fall)		Credits
SURT-1005	Principles & Practice of Central Processing	3
SURT-1070	Clinical Practice I	3
SURT-1125	Pharmacology for the Surgical Technologist	2
SURT-2050	Surgical Procedures II	3
SURT-2050L	Principles & Practices of Surgical Technology II	3
	Total Credits	**14**

5th Semester (spring)		Credits
SURT-2080	Clinical Practice II	12
SURT-2210	Professional Development for the Surgical Technologist	2
	Total Credits	**14**
	TOTAL AAS Credits	**62**

Theatre Arts

AA.1399 (60 Credits)
Associate of Arts
Scottsbluff

The Theatre Arts emphasis area is designed to provide performance opportunities in addition to first and second year courses for students seeking an Associate of Arts degree. Successful completion of the suggested curriculum meets lower division requirements of four-year institutions offering a baccalaureate degree in Theatre Arts.

Objectives

- Develop performance and academic opportunities that lead to a basic knowledge of the theatre, its history, and its place in contemporary society.
- Develop basic performance skill in Theatre Arts.

Notes

- Students who plan to transfer to a four-year college or university should consult their faculty and transfer advisor early in their WNCC career to determine a curriculum to best suit their transfer goals.
- A recommended plan of study is presented below. However, students should remember that their faculty advisor helps develop a personal plan of student consistent with individual goals.
- The student should attempt to complete elective courses in art, literature, and music.
- Students planning to major in education at a four-year institution should substitute EDUC-1830 for fourth semester elective.

Program Requirements

AA General Education Core
32 credits

Theatre Arts Core — 28 credits

Class		Credits
THEA-1010	Introduction to Theatre	3
THEA-1200	Movement	3
THEA-1300	Voice and Articulation	3
THEA-1760	All College Play (4 semesters)	4
THEA-1860	Technical Production I	3
THEA-2010	Survey of Theatrical Design	3
THEA-2600	Technical Production II	3
THEA-2660	Acting I	3
THEA-2750	Acting II	3
	Total AA Credits	**60**

Recommended Plan of Study

1st Semester		Credits
ENGL-1010	English Composition I	3
THEA-1010	Introduction to Theatre	3
THEA-1760	All College Play	1
THEA-2660	Acting I	3

PRDV-1010	Achieving College Success	3
	Total Credits	**13**
2nd Semester		**Credits**
ENGL-1020	English Composition II	3
MATH-1150	College Algebra (or higher)	4
THEA-1200	Movement	3
THEA-1760	All College Play	1
THEA-2750	Acting II	3
	Social sciences GE elective	3
	Total Credits	**17**
3rd Semester		**Credits**
MUSC-1010	Music Appreciation	3
THEA-1760	All College Play	1
THEA-1860	Technical Production I	3
THEA-2010	Survey of Theatrical Design	3
	Oral Communication GE elective	3
	Social Sciences GE elective	3
	Total Credits	**16**
4th Semester		**Credits**
THEA-1300	Voice and Articulation	3
THEA-1760	All College Play	1
THEA-2600	Technical Production II	3
	Humanities GE elective	3
	Lab Science GE elective	4
	Total Credits	**14**
	TOTAL AA Credits	**60**

(Pre) Veterinary/ Comparative Medicine

AS.5111C (67 Credits)
Associate of Science
Scottsbluff

This emphasis area provides students with the first two (2) years of the study required for admission to a college of veterinary medicine. The program is reflective of requirements from the University of Nebraska Medical Center (UNMC).

Students pursuing veterinary medicine will ultimately plan to transfer to Iowa State University, which has reciprocal residency agreements with University of Nebraska-Lincoln.

The comparative medicine emphasis area can be completed through UNMC and focuses on animal research rather than preparations for a traditional veterinary medicine.

Students need to be aware that earning the Associate of Science degree is just the first step in pursuit of a professional career in a medical field. Most advanced degrees in these areas require upwards of eight or more years of study.

Objectives

- Provide students with the necessary information and course credits to transfer directly to a school providing upper-division pre-veterinary and/or comparative medicine studies at a four-year college or university and ultimately acceptance into a graduate-level program in a chosen field.
- Provide students with coursework basic to a variety of curricula. Students will be able easily to change their educational goals to other areas, especially in the life sciences, with little or no lost time or earned credits that will not apply in other areas.

Notes

- Students planning to transfer to a four-year college or university should consult their faculty and transfer advisors early in their WNCC career to determine a curriculum to best suit their transfer goals.
- In addition to the general education requirements for the AS degree, 33 credits of core courses and 9 credits of electives are required for the degree in pre-veterinary/comparative medicine.
- Depending on the choice of electives, it is possible that the total credits earned for the AS degree will exceed 60 credit credits.
- Students should understand that the courses included in the lists of core requirements and recommended electives will be required by receiving institutions at some point in their journey to the bachelor's or professional degree.

Core Requirements (33 credits)

- A minimum of 15-16 credits of combined science and math credits are required for the AS degree. This must include a minimum of three (3) credits of math and four (4) credits of science from BIOS, CHEM or PHYS options.

Class		Credits
BIOS-1010	General Biology (and lab)	4
BIOS-1380	General Zoology (and lab)	4
CHEM-1090	General Chemistry I (and lab)	4
CHEM-1100	General Chemistry II (and lab)	4
MATH-1150	College Algebra	4
MATH-1210	Trigonometry	3

PHYS-1300	Physics I (with lab & recitation)	5
PHYS-1350	Physics II (with lab & recitation)	5

Recommended electives or courses required for transfer (9 credits):

Class		Credits
BIOS-1160	Intro to Human Anatomy & Physiology (and lab)	4
BIOS-2120	Genetics (and lab)	4
BIOS-2460	Microbiology (and lab)	4
CHEM-2510	Organic Chemistry I (and lab)	4
CHEM-2520	Organic Chemistry II (and lab)	4

Recommended Plan of Study

1st Semester		Credits
BIOS-1010	General Biology (and lab)	4
CHEM-1090	General Chemistry I (and lab)	4
ENGL-1010	English Composition I	3
MATH-1150	College Algebra	4
PRDV-1010	Achieving College Success	3
	Total Credits	**18**

2nd Semester		Credits
BIOS-1380	General Zoology (and lab)	4
CHEM-1100	General Chemistry II (and lab)	4
ENGL-1020	English Composition II	3
MATH-1210	Trigonometry	3
	Humanities GE elective	3
	Total Credits	**17**

3rd Semester		Credits
BIOS-2120	Genetics (and lab)	4
CHEM-2510	Organic Chemistry I (and lab)	4
PHYS-1300	Physics I (and lab)	5
	Oral Communication GE elective	3
	Total Credits	**16**

4th Semester		Credits
BIOS-2460	Microbiology (and lab)	4
CHEM-2520	Organic Chemistry II (and lab)	4
PHYS-1350	Physics II (and lab)	5
	Social Sciences GE elective	3
	Total Credits	**16**
	TOTAL AS Credits	**67**

Vocal Performance

AA.5009 (62 Credits)
Associate of Arts
Scottsbluff

This emphasis area offers the first two (2) years of basic music requirements for the baccalaureate degree in Vocal Performance or related programs of study. The non-music courses suggested below meet the requirement for the Associate of Arts degree.

Objectives

- Provide the music requirements in music theory and ear training.
- Provide music requirements in applied voice and singer's diction lab for the vocal performance track.
- Provide music requirements in applied keyboard.
- Provide ensemble participation.
- Provide the music requirements in music appreciation.
- Provide options in related areas of study.
- Provide options for music minor participation.

Program Requirements

AA General Education Core — 32 credits

Vocal Performance Core — 28 credits

Class		Credits
MUSC-1120	Applied Music: Keyboard I	1
MUSC-1130	Applied Music: Keyboard II	1
MUSC-1141	Applied Music: Voice I for the Music Major	2
MUSC-1141L	Applied Music: Diction Lab for Singers I	1
MUSC-1151	Applied Music: Voice II for the Music Major	2
MUSC-1151L	Applied Music: Diction Lab for Singers II	1
MUSC-1200	Collegiate Chorale (4 semesters)	4
MUSC-1455	Music Theory I	3
MUSC-1455L	Music Theory Lab I	1
MUSC-1475	Music Theory II	3
MUSC-1475L	Music Theory Lab II	1
MUSC-2141	Applied Music: Voice III for the Music Major	2
MUSC-2151	Applied Music: Voice IV for the Music Major	2
MUSC-2455	Music Theory III	3

MUSC-2455L	Music Theory Lab III	1
	Total AA Credits	**60 credits**

Recommended Plan of Study

1st Semester		**Credits**
ENGL-1010	English Composition I	3
MUSC-1120	Applied Music: Keyboard I	1
MUSC-1141	Applied Voice I for Music Major	2
MUSC-1141L	Applied Music: Diction Lab for Singers I	1
MUSC-1200	Collegiate Chorale	1
PRDV-1010	Achieving College Success	3
	Oral Communication GE elective	3
	Total Credits	**14**

2nd Semester		**Credits**
ENGL-1020	English Composition II	3
MUSC-1010	Music Appreciation	3
MUSC-1151	Applied Voice II for the Music Major	2
MUSC-1151L	Applied Music: Diction Lab for Singers II	1
MUSC-1200	Collegiate Chorale	1
MUSC-1455	Music Theory	3
MUSC-1455L	Music Theory Lab I	1
	Social Sciences GE elective	3
	Total Credits	**17**

3rd Semester		**Credits**
MUSC-1130	Applied Music: Keyboard II	1
MUSC-1200	Collegiate Chorale	1
MUSC-1475	Music Theory II	3
MUSC-1475L	Music Theory II Lab	1
MUSC-2141	Applied Voice III for the Music Major	2
	Humanities GE Elective	3
	Lab Science GE elective	4
	Total Credits	**16**

4th Semester		**Credits**
MATH-1150	College Algebra (or higher)	4
MUSC-1200	Collegiate Chorale	1
MUSC-2151	Applied Voice IV for the Music Major	2
MUSC-2455	Music Theory III	3
MUSC-2455L	Music Theory III Lab	1
	Social Sciences GE elective	3
	Total Credits	**15**
	TOTAL AA Credits	**62**

Welding Technology

Associate of Applied Science
Diploma
Certificate
Scottsbluff

Welding programs at WNCC offer students the necessary training and technical information required for employment in the welding industry. The curriculum provides training in a variety of welding skill areas.

Technical Standards

- Perform successfully safety inspections of and make minor external repairs to equipment and accessories.
- **Shielded Metal Arc Welding**
  1. Demonstrate competency in setting up and operating equipment for Shielded Metal Arc Welding on plain carbon steel.
  2. Demonstrate proficiency in fillet and groove welds, all positions, on plain carbon steel.
  3. Successfully perform 2G – 3G limited thickness qualification tests on plain carbon steel plate.
- **Gas Metal Arc Welding**
  1. Demonstrate competency in setting up and operating equipment for Gas Metal Arc Welding on plain carbon steel.

  Short Circuit Transfer
  2. Demonstrate proficiency in fillet and groove welds, all positions, on plain carbon steel.

  Spray Transfer
  3. Successfully perform 1F – 2F and 1G welds on plain carbon steel plate.
- **Flux Cored Arc Welding**
  1. Demonstrate competency in setting up and operating equipment for Shielded Metal Arc Welding carbon steel.
  2. Demonstrate proficiency in fillet and groove welds, all positions, on plain carbon steel.
  3. Successfully perform 2G – 3G limited thickness qualification tests on plain carbon steel plate.
- **Gas Tungsten Arc Welding**
  1. Demonstrate competency in setting up and operating equipment for Gas Metal Arc Welding operations on plain carbon steel and aluminum.
  2. Demonstrate proficiency in fillet and groove welds, all positions, on plain carbon steel.
  3. Successfully perform 1F – 2F and 1G welds on aluminum.

- **Oxyfuel Gas Welding and Thermal Cutting Operations**

  Manual Oxyfuel Gas Cutting (OFC)

  1. Demonstrate competency in setting up and operating equipment for manual oxyfuel gas cutting operations on plain carbon steel.
  2. Demonstrate proficiency in straight, shape, and bevel cutting operations on plain carbon steel.

  Machine Oxyfuel Gas Cutting Operations (OFC)-[Track Burner]

  1. Demonstrate competency in setting up and operating equipment for machine oxyfuel gas cutting (track burner) operations on plain carbon steel.
  2. Perform straight and bevel cutting operations on plain carbon steel.
- **Air Carbon Arc Cutting (CAC-A)**
  1. Demonstrate competency in setting up and operating equipment for manual air carbon arc gouging and cutting operations on plain carbon steel.
  2. Perform metal removal operations on plain carbon steel.

  Plasma Arc Cutting (PAC)
  1. Demonstrate competency in setting up and operating equipment for manual plasma arc cutting operations on plain carbon steel.
  2. Perform shape cutting operations on plain carbon steel.
- **Drawing and Welding Symbol Interpretation**
  1. Interpret basic elements of a drawing or sketch.
  2. Interpret welding symbol information.

Objectives

- To develop in each student, the attitude of safe work practices and a cooperative attitude toward skill development and fellow workers.
- To develop the critical thinking skills and academic knowledge concerning welding processes.
- To provide the opportunity to learn and develop welding skills under a structured environment.
- To develop an interest in life-long learning in the welding industry.
- To develop the skill of working efficiently and the attitude or resourcefulness.

Associate of Applied Science

AAS.4805 (60 credits)

Requirements

General Education Requirements

For the AAS — 15-17 credits

Class		Credit
PRDV-1010	Achieving College Success	3
	Written Communication GE Elective	3
	Oral Communication GE Elective	3
	Math GE Elective	3-4
	Science or Social Science GE Elective	3-4
	Total Gen Ed Requirements	**15-17**

Welding Requirements — 34 credits

Class		Credits
AMDT-1000	OSHA-10*	1
WELD-1015	Introduction to Welding*	3
WELD-1050	Gas Tungsten Arc Welding – I**	3
WELD-1120	Gas Metal Arc Welding*	3
WELD-1125	Flux Cored Arc Welding*	3
WELD-1200	Shielded Metal Arc Welding – I*	3
WELD-1250	Shielded Metal Arc Welding – II*	3
WELD-1300	Blue Print Reading for Welders**	3
WELD-2025	Structural Welding**	3
WELD-2110	Downhill Pipe Welding – SMAW**	3
WELD-2115	Uphill Pipe Welding – SMAW**	3
WELD-2150	Gas Tungsten Arc Welding – II**	3
	Total Welding Credits	**34**

Elective Credits — 8-14 credits

Class		Credit
WELD-1170	Arc Welding & Shop Fabrication	2-3
WELD-2500	Welding Technology Internship	1-3
	Applied Technology Electives***	5-8
	Total Elective Credits	**8-14**
	TOTAL AAS Credits	**60 credits**

Diploma

D2.4805 (43 Credits)

Students must complete nine (9) credits of general education requirements and 34 credits of credit in WELD courses for a total of 43 credits. Completion of the 34 WELD credits can be accomplished by completing both the Basic Welding Certificate and the Advanced Welding Certificate.

Gainful Employment (GE) – For more information about WNCC's graduation rates, the median debt of students who have completed this program, and other important information, please visit **wncc.edu/equity**.

Recommended Plan of Study

General Education Requirements 9 credits

ENGL-0500	Workplace Writing (or higher)****	3
MATH-1020	Technical Mathematics (or higher)****	3
	One course selected from	3
	Communication, Science, Social Science, or Personal Development	
	Total Gen Ed Requirements	**9**

Basic & Advanced Welding Classes 34 credits

Class		Credits
AMDT-1000	OSHA-10*	1
WELD-1015	Introduction to Welding*	3
WELD-1050	Gas Tungsten Arc Welding – I**	3
WELD-1120	Gas Metal Arc Welding*	3
WELD-1125	Flux Cored Arc Welding*	3
WELD-1200	Shielded Metal Arc Welding – I*	3
WELD-1250	Shielded Metal Arc Welding – II*	3
WELD-1300	Blue Print Reading for Welders**	3
WELD-2025	Structural Welding**	3
WELD-2110	Downhill Pipe Welding – SMAW**	3
WELD-2115	Uphill Pipe Welding – SMAW**	3
WELD-2150	Gas Tungsten Arc Welding – II**	3
	Total Welding Credits	**34**

Total Diploma Credits 43 credits

*Basic Welding Certificate requirements

**Advanced Welding Certificate requirements

***Any Applied Technology course; Manufacturing strongly recommended)

****English and math course selections are dependent on writing and math proficiency based on assessment.

Certificate

C2.4805A (16 credits) – Basic Welding Certificate

C2.4805B (18 credits) – Advanced Welding Certificate

WNCC offers two certificate programs in welding – a basic and an advanced program. These certificate programs are designed as standalone certificates, or the programs can be "stacked" together to fulfill 34 of the 43 credits required for a diploma in welding. They also can be applied toward the 60 credits required for an associate of applied science degree in welding.

Gainful Employment (GE) – For more information about WNCC's graduation rates, the median debt of students who have completed this program, and other important information, please visit **wncc.edu/equity**.

Recommended Plans of Study

Basic Welding Certificate 16 credits

Class		Credits
AMDT-1000	OSHA-10	1
WELD-1015	Introduction to Welding	3
WELD-1120	Gas Metal Arc Welding	3
WELD-1125	Flux Cored Arc Welding	3
WELD-1200	Shielded Metal Arc Welding – I	3
WELD-1250	Shielded Metal Arc Welding – II	3
	Total Credits	**16**

Advanced Welding Certificate 18 credits

Class		Credits
WELD-1050	Gas Tungsten Arc Welding – I	3
WELD-1300	Blue Print Reading for Welders	3
WELD-2025	Structural Welding	3
WELD-2110	Downhill Pipe Welding – SMAW	3
WELD-2115	Uphill Pipe Welding – SMAW	3
WELD-2150	Gas Tungsten Arc Welding – II	3
	Total Credits	**18**

Course Descriptions by Program

Academic ESL

ESLX-0035
Intermediate English for Academic Purposes

Prerequisite: ACCUPLACER®, TOEFL, or ACT scores

This course is for students with some background in English. Students receive instruction and guided study in preparation for success at the college level. The course emphasizes communication on a broad range of topics as well as the development of strategies for effective communication. Upon successful completion of the course, the student qualified for placement in Developmental Writing and Reading Techniques.

(6/90/0/0/0/0)

Accounting

ACCT-1200
Principles of Accounting I

This course is designed to provide introductory knowledge of accounting principles, concepts, BSAD and practices. Included topics are the balance sheet, the income statement, the statement of owner's equity, statement of cash flows, worksheets, journals, ledgers, accruals, adjusting and closing entries, internal control, inventories, fixed and intangible assets, liabilities, equity, and financial statement analysis. This course provides a foundation for more advanced work in the fields of accounting and business.

(3/45/0/0/0/0)

ACCT-1210
Principles of Accounting II

Prerequisite: ACCT-1200

This course is a continuation of ACCT-1200. Topics covered include accounting for businesses organized as corporations, cash flow statements, accounting for manufacturing businesses, preparing and using accounting data for management decision making, and analyzing and interpreting financial statements.

(3/45/0/0/0/0)

ACCT-2200
Cost/Managerial Accounting

Prerequisite: ACCT-1210 or ACCT-1250

This course covers accounting for manufacturing cost procedures and concerns including job-order and process cost systems; managerial and cost reports; budgeting and standard costing; planning and control; cost-volume-profit analysis; cost estimations; and product costing and pricing. Managerial emphasis is stressed throughout the course.

(3/45/0/0/0/0)

ACCT-2250
Individual Income Tax

Prerequisite: ACCT-1200

This course is designed to provide students with an introduction to the fundamentals of individual income tax and its calculation. Tax issues surrounding business entities, disposition of property, and tax basis are also discussed. Students are introduced to alternative minimum tax, passive activity rules, charitable contributions and tax minimization strategies. This course is a foundation for more advanced work in the area of federal and state taxes.

(3/45/0/0/0/0)

ACCT-2310
Accounting Applications (Quickbooks)

Prerequisite: ACCT-1200

This course is an introduction to computerized accounting using a commercial software package designed for small to mid-sized businesses. Applications include accounts receivables and sales, accounts payables and purchases, general ledger, payroll, inventories, financial reports, charts and graphs. Prior basic accounting knowledge of debits/credits, account classifications, and the accounting cycle for a service business and a merchandising business is required.

(3/45/0/0/0/0)

ACCT-2500
Accounting Internship

Prerequisite: ACCT 1200

Work experience is an important part of any educational program. This internship is intended to give students extended experience in solving real world problems while working under the supervision of an employer and instructor. Students may be compensated for the credits and will receive one (1) credit for each 60 credits worked up to three (3) credits.

(1-3/0/0/0/0/60-180)

ACCT-2800

National Certified Bookkeeper Prep

Prerequisite: ACCT-1200

This course is an in-depth study of accounting principles used by bookkeepers that prepares students to take the national examinations required to obtain a Certified Bookkeeper designation from The American Institute of Professional Bookkeepers. Topics include adjusting entries, correction of accounting errors, payroll, depreciation, inventory, internal controls and fraud prevention.

(3/45/0/0/0/0)

Advanced Manufacturing Technology

AMDT-1000

OSHA 10 for General Industry

This course provides instruction on the rights of general industry workers, employer responsibilities, and how to file a complaint as well as how to identify, abate, avoid, and prevent job related hazards. The course curriculum is based upon OSHA 10 General Industry requirements. The course will introduce general industry OSHA standards relating to personal protective equipment, HAZMAT (hazardous materials) communication, tool safety, walking and working surfaces, electrical safety, emergency response, lockout/tagout, and others.

(1/15/0/0/0/0)

AMDT-1110

Introduction to Quality and Continuous Improvement

This course enables students to understand and interpret blueprints, machine shop symbols, and various drawings used in the industrial trades. The course focuses on determining dimensions and using shapes in understanding fabrication and assembly. This course will further provide students with the quality management principles, techniques, tools, and skills for on-the-job applications useful in a wide-range of business organizations such as the service industry and manufacturing. Students will apply basic measurement and system calibration skills and measurement system analysis. Students will also study manufacturing properties of materials, the behavior of materials, and the advantages and disadvantages of types of materials in an industrial setting.

(3/45/0/0/0/0)

AMDT-1120

Introduction to Manufacturing Technology

This course is designed to prepare students for the Manufacturing Skill Standards Council's (MSSC) Certification Assessment. The course curriculum is based upon national standards for production workers. This course introduces students to the history and purpose of manufacturing as well as basic manufacturing operations. In particular, manufacturing principles, theories, basic process overview, materials, production machine operations, and finished product logistics are discussed.

(3/45/0/0/0/0)

Anthropology

ANTH-2130

Mexican-American & Native-American Cultures

Prerequisite: ENGL-0065, ENGL-0070, or ACCUPLACER® (or other appropriate placement test)

This course is designed to provide an understanding of Mexican-American and Native-American people through a study of their historic backgrounds, the patterning of family structure, health practices and folk medicine, religious concerns, value systems, contributions to American culture, bicultural outlook, and how all relate to contemporary cultural patterns.

(3/45/0/0/0/0)

Applied Agriculture Technology

AGRI-1005

Introduction to Technical and Applied Agriculture

This course introduces students to the field of technical and applied agriculture. The course covers career exploration and employability skills involved in the applied agriculture sector. Special consideration will be emphasized on basic knowledge of tools used in agriculture and how to utilize them properly and safely.

(3/45/0/0/0/0)

AGRI-1010

Agriculture Regulations Overview

This course introduces students to several compliance regulations governing the agricultural industry, primarily at the operational level. Students will be exposed to Codes of Federal Regulations (CFR), including regulations

of the Department of Agriculture, Environmental Protection Agency, Occupational Safety and Health Administration, Food and Drug Administration, and Department of Transportation. Additional state regulatory considerations will be discussed as well.

(3/45/0/0/0/0)

AGRI-1020
Weed and Pest Control

This course introduces students to the field of weed and pest control in agriculture. The focus is on gathering actionable information to reduce and eliminate weeds and pests in production agriculture. This class assists in preparing the student to sit for the Private Applicators License Exam through the University of Nebraska Lincoln.

(3/45/0/0/0/0)

AGRI-1100
Agriculture Machinery

This course introduces students to different machines used past and present in agriculture. Students will be exposed to different agricultural machines through observation as well as simulations.

(3/30/0/45/0/0)

AGRI-1370
Water System Management

This course introduces students to different aspects of water systems management. Students will be exposed to different cropping and irrigation practices as well as municipal and confined animal feeding operation procedures in managing water and runoff.

(3/30/0/45/0/0)

AGRI-1400
Agricultural Commercial Vehicle Operation

This course introduces students to the field of agricultural vehicle operation. The course will provide hands on training with commercial motor vehicles and also train students the skills necessary to obtain a Class A commercial driver's license.

(3/15/0/90/0/0)

AGRI-2000
Emerging Agricultural Issues

This course introduces students to the many different issues facing agriculture including but not limited to animals, crops, technology, water and water usage, and urbanization. These issues will be discussed in how they relate to agriculture and ultimately the global food supply.

(3/45/0/0/0/0)

AGRI-2500
Applied Agriculture Field Practicum

Work experience is an important part of any educational program. This practicum is intended to give students experience in solving real world problems while working under the supervision of an employer and instructor. Students are not compensated for their credits and receive one (1) college credit for each 45 credits.

(3/0/0/0/135/0)

Art

ARTS-1050
Introduction to Art History and Criticism I

Satisfies a humanities requirement for an AA degree

A survey of major works of art in all media from prehistory through the end of the late Gothic period. Artistic styles will be discussed in relation to contemporary history, society, and culture. Individual works of art will be explored as well as the role or art and architecture in a cultural context.

(3/45/0/0/0/0)

ARTS-1060
Introduction to Art History and Criticism II

Satisfies a humanities requirement for an AA degree

A survey of major works of art in all media from the Renaissance through Post-Modernism. Artistic styles will be discussed in relation to contemporary history, society, and culture. Individual works of art will be explored as well as the role of art and architecture in a cultural context.

(3/45/0/0/0/0)

ARTS-1200
Clay Animation

Claymation is a project-based course that will cover the basics of beginning clay animation video production. This course will take the student through various aspects of stop motion animation using a variety of materials and techniques. Emphasis will be on conceptualization, creativity, and visual aesthetics. Developing characters, concepts, storyboarding, and production of several stop animations will be accomplished. This course will offer beginning skill development in the use of software and equipment to develop storyboards and stop motion animation including creating, importing, and sequencing media elements to create multimedia presentations.

(3/30/30/0/0/0)

ARTS-1400
Beginning Printmaking

Prerequisite: ARTS-1550

This course is an overview of a wide range of printmaking techniques with a closer introduction to three: monotype, woodblock printing, and linocut. The emphasis of the course is on learning the principles and developing and mastering basic techniques with attention to the design of the composition. The approach includes working both from objective reality and subjective imagination. As a matter of policy, the Art Department reserves the right to retain any work it deems worthy for the purpose of exhibition until the end of the academic year.

(3/30/30/0/0/0)

ARTS-1550
Drawing I

This is a foundation course open to anyone who wishes to learn to draw. The course, using a creative approach, includes visual training, technical procedure, and essentials in perspective using a variety of subject matter and drawing media. As a matter of policy, the Art Department reserves the right to retain any works created by students it deems worthy of exhibition until the end of the academic year. Additional laboratory credits may be necessary to complete assignments.

(3/30/30/0/0/0)

ARTS-1580
Drawing II

Prerequisite: ARTS-1550

This course is a continuation of ARTS-1550 with emphasis on the human figure, both as a means of personal expression and objective reality. A series of problems is assigned using a variety of media. As a matter of policy, the Art Department reserves the right to retain any works created by students it deems worthy for the purpose of exhibition until the end of the academic year. Additional laboratory credits may be necessary to complete assignments.

(3/30/30/0/0/0)

ARTS-1650
Design Fundamentals I

This is a lecture-laboratory course in the basic elements of design and their qualities, theories, and psychology. Application is by problem-solving and exploration of the elements and principles in two-dimensional means and in a contemporary mode of expression. Students are expected to put in two (2) laboratory credits for each class hour to complete assignments. As a matter of policy, the Art Department reserves the right to retain any works created by students it deems worthy for purposes of exhibition until the end of the academic year.

(3/30/30/0/0/0)

ARTS-1680
Beginning Watercolor Painting

Prerequisite: ARTS-1550

This course is a study of the watercolor medium of painting to include color, form, and texture. Though emphasis is on acquiring skills in the basic techniques, transparent and opaque, the course approach includes both disciplined Realism and experimental creative Expressionism. The student works from objective reality and subjective imagination. As a matter of policy, the Art Department reserves the right to retain any work created by students it deems worthy for purposes of exhibition until the end of the academic year. Two (2) additional studio credits to be arranged.

(3/30/30/0/0/0)

ARTS-1740
Graphic Design I

Prerequisite: ARTS-1550 or ARTS-1650

This course is a study of basic design concept, layout in relation to graphic design (commercial art) materials, techniques, choice of appropriate type selection, neatness, creativity, and quality.

(3/30/30/0/0/0)

ARTS-1980
Introduction to Visual Arts

This course provides an introduction to the nature of art – its subject matter, form, and content – and an historical survey of the world of painting, sculpture, and architecture, utilizing the elements studies for stylistic analysis and interpretations. The aim of the course is appreciation through understanding.

(3/45/0/0/0/0)

ARTS-2400
Painting I

Prerequisite: ARTS-1550

This is a foundation course in which problems are assigned as a means of allowing the students to come to terms with the technical and aesthetic aspects of oil painting. Emphasis is on handling the medium through actual involvement with the emergence of form, both objective description and subjective expression. As a matter of policy, the Art Department reserves the right to retain any works created by students it deems worthy for

the purposes of exhibition until the end of the academic year. Two (2) additional studio credits to be arranged.

(3/30/30/0/0/0)

ARTS-2430
Painting II

Prerequisite: ARTS-2400

This course is a continuation of ARTS-2400 in which the student is expected to attempt more challenging work. Attention concentrates on problems of composition and improving technical skill. As a matter of policy, the Art Department reserves the right to retain any works created by students it deems worthy for the purposes of exhibition until the end of the academic year. Two (2) additional studio credits to be arranged.

(3/30/30/0/0/0)

ARTS-2450
Figure Drawing

Prerequisite: ARTS-1550 and ARTS-1580

This course is a continuation of ARTS-1550 and ARTS-1580 with emphasis on the human figure, both as a means of personal expression and objective reality. A series of problems is assigned, using a variety of media. As a matter of policy, the Art Department reserves the right to retain any works created by students it deems worthy for the purpose of exhibition until the end of the academic year.

(3/30/30/0/0/0)

ARTS-2460
Sculpture I

Prerequisite: ARTS-1580

This course introduces 3-D design principles as applied to the sculpture-making processes. The sculptural form and its expression in clay, plaster, stone, wood, and metal are the focus of study. Two (2) additional studio credits to be arranged.

(3/30/30/0/0/0)

ARTS-2580
Design Fundamentals II

Prerequisite: ARTS-1650

This course, a continuation of ARTS-1650, is a lecture-laboratory course in the study of the basic elements of design, their qualities, theories, and psychology. Emphasis is on a contemporary mode of expression.

(3/30/30/0/0/0)

Auto Body Technology

AUTB-1010
Basic Metal Repair I

This technical course covers the basic damage conditions resulting from impact, its classification, physical effect, analysis, and methods of repair. This course also covers the basic repair of sheet metal and introduces the basic tools used in the straightening operations.

(3/30/0/45/0/0)

AUTB-1150
Non-Structural Analysis & Damage Repair I

This course is an entry-level class into the auto body field. The student learns the different methods of auto construction used by the auto manufacturing industry. The course covers the different types of metals and plastics used and the different types of damage that happens in minor collisions and through everyday use. The student learns different methods of repair on sheet metal and the tools and safety precautions involved with the repair.

(6/60/0/90/0/0)

AUTB-1170
Paint & Refinish I

This is an entry-level course in automotive paint and refinishing. The student will learn about the different types of paint and refinishing methods used in the industry. The course will also cover the proper tools and methods for refinishing a vehicle.

(6/60/0/90/0/0)

AUTB-1170A
Paint & Refinish IA

This is an entry-level course into the area of automotive paint and refinishing, and is the first half of the six (6) credit course AUTB-1170. The student learns about the different types of paint and refinishing methods used in the auto industry today. It covers the proper tools and methods for refinishing a vehicle. This course deals with an in depth look at the preparation of a vehicle for paint.

(3/30/0/45/0/0)

AUTB-1170B
Paint & Refinish IB

Prerequisite: AUTB-1170A

This course is the second half of AUTB-1170. When combined with AUTB-1170A, it is the equivalent of the six (6) credit course AUTB-1170. This course takes the student further into the refinishing process by taking the

student to the next step beyond the paint prep stage. In this section, the students are applying the topcoats.

(3/30/0/45/0/0)

AUTB-1200
Plastics & Adhesives

This course is designed to introduce the student to the various types of plastics used in the automotive industry today. It shows how to identify types of plastic and the methods to repair these plastics.

(3/30/0/45/0/0)

AUTB-1220
Electrical & Mechanical Components

This course covers the electrical and mechanical systems that might be damaged in a collision. It also covers the personal restraint systems that are currently used by automakers. This includes the supplemental inflatable restraints (air bags) in use on newer model cars and light trucks. The student learns the proper methods of diagnosing and repairing the electrical and mechanical systems on vehicles.

(3/30/0/45/0/0)

AUTB-1240
Special Finishes

Prerequisite: AUTB-2170

This is a special course designed for the student who has already taken AUTB-1170 and AUTB-2170 and is interested in learning the skills required to produce custom paint finishes. The student learns about the methods of design, application of graphic designs, TRI-STAGE paint systems, and some basic airbrush techniques.

(3/30/0/45/0/0)

AUTB-1400
Structural Analysis & Damage Repair I

This is an advanced course that builds upon the knowledge gained in AUTB-1150 and AUTB-2150 to repair the more difficult or complicated types of damage sustained in a collision. It covers the makeup of a car chassis and the different types of damage that can occur to the frame and chassis, as well as the methods used for the repair of such damage.

(6/60/0/90/0/0)

AUTB-2150
Non-Structural Analysis & Damage Repair II

Prerequisite: AUTB-1150

This course takes the student one-step further in developing good metal straightening skills. Using knowledge from AUTB-1150, the student moves on to more advanced areas of the auto body repair process including the proper ways to replace a door skin, remove and install a quarter panel, and repair rust.

(6/60/0/90/0/0)

AUTB-2170
Paint & Refinish II

Prerequisite: AUTB-1170

This course is designed to take the student one step further in the development of paint and refinish skills. The student will learn to match colors, as well as use new spray techniques to match the increasingly difficult colors used by auto manufacturers. This course will also develop the skills necessary to meet the demands of customers.

(6/60/0/90/0/0)

AUTB-2400
Structural Analysis & Damage Repair II

Prerequisite: AUTB-1400

This course takes the student to the more advanced and hands-on level of repair procedures involved in repairing the frame and structural components of both full frame and unibodied vehicles. Students sharpen the skills learned in AUTB-1400 to be proficient in identifying and reversing the effects of a collision.

(6/60/0/90/0/0)

AUTB-2500
Auto Body Technology Internship

Prerequisite: Successful completion of 12 auto body technology credits and 2.5 GPA in auto body technology coursework

Work experience is an important part of any educational program. This internship is intended to give students extended experience in solving real world problems while working under the supervision of an employer and instructor. All work is to be performed in accordance with industry standards and guidelines. Students may be compensated for the credits worked and will receive one (1) college credit for each 60 credits worked up to three (3) credits.

(1-3/0/0/0/0/60-180)

AUTB-2600
High Performance Vehicle Construction I

Prerequisite: Due to the technical nature of the work in this course, the following criteria are required for enrollment:

- ***An AOS degree in Auto Body Technology or***

- ***The completion of the first two semesters of an Auto Body Technology AOS program and concurrent enrollment in the 3rd semester as outlined in the catalog is required.***
- ***A GPA of 3.0 in the related technical coursework.***
- ***Or consent of the instructor.***

This course is designed to allow the student the opportunity to bring together all of the skills learned during the first year of Auto Body coursework. The student will have the chance to see how all the competencies relate and work together while constructing a high performance vehicle. This course will include the organization and management of a vehicle build and the construction of sub-assemblies.

Credit cannot be earned in both AUTB-2600 and AUTO-2600.

(3/15/0/90/0/0)

AUTB-2700
High Performance Vehicle Construction II

Prerequisite:

- ***AUTB-2600 (High Performance Vehicle Cons I)***
- ***Or consent of the instructor***.

This course builds upon the skills used in AUTB-2600 as the project enters the final stages of completion, to include; body, paint, final assembly, and inspection. The student will be able to see, in a practical way, the application of the skills learned during the first year of Auto Body coursework. The student will continue to see how all the competencies relate and work together while completing the construction of a high performance vehicle. This course will continue to include the organization and management of a vehicle build to completion.

Credit cannot be earned in both AUTB-2700 and AUTO-2700.

(3/15/0/90/0/0)

Automotive Technology

AUTO-1000
Intro to Automotive Technology

This class is an introduction to basic automotive technology for those individuals exploring the opportunity to become automotive mechanics or work in a related field. Students are exposed to a broad sampling of the various aspects of automotive technology in a hands-on environment.

(3/15/0/90/0/0)

AUTO-1100
Engine Repair I

This course covers types, designs, and theories of today's automobile, agricultural, and commercial gas and diesel engines. Engine components, their function, and relationship to each other; shop safety; hand tools; precision instruments; engine principles; and engine restoration are included. This class addresses the bottom part of the engine, including the engine block and rotating assembly.

(3/20/075/0/0)

AUTO-1110
Engine Repair II

Prerequisite: AUTO-1100

This course covers types, designs, and theories of today's automobile, agricultural, and commercial gas and diesel engines. Engine components, their function, and relationship to each other; shop safety; hand tools; precision instruments; engine principles; and engine restoration are included. This class addresses the top part of the engine, including cylinder heads and valve train.

(3/20/0/75/0/0)

AUTO-1150
Automotive Internet & Computer Skills

This course covers all phases of computer (PC) use including, but not limited to, the Internet as related to the automotive industry, use of ALLDATA On Demand systems, S/P2 online safety training, and other automotive-related programs as needed.

(2/30/0/0/0/0)

AUTO-1170
Electrical Tune-Up

This class enables the student to understand the complete ignition system. It includes changing and setting points and plugs and repairing and troubleshooting electronic ignition systems, scope operations, distribution machines, checking compression, and cylinder leakage. New GM and Ford onboard computer systems are covered. Special tools required to work on computer systems are introduced. Students may supply shop projects, but it is not mandatory.

(6/60/0/90/0/0)

AUTO-1210
Auto Parts Specialist

This course covers auto parts distribution, salesmanship and merchandising, inventory control, catalog indexing

and use, price levels, communications with the public and suppliers, and solving customer/employee relations.

(2/30/0/0/0/0)

AUTO-1215
Service Advisor Specialist

This course introduces the student to the day-to-day job responsibilities of a service advisor. There is a focus on communicating with the public and solving customer/employee relations. The course will also address the management principles of human relations, employee motivation, and effective leadership practices.

(2/30/0/0/0/0)

AUTO-1235
Automotive Brake Systems

This course covers braking systems used in automotive, commercial, and agriculture vehicles. Emphasis is placed on braking system principles; wheel bearing service; and ABS components, operation, diagnosis, and service.

(4/30/0/90/0/0)

AUTO-1240
Suspension, Steering, and Alignment

This course covers suspension, steering, and wheel alignment used in automotive, commercial, and agriculture vehicles. Emphasis is placed on front and rear suspension, wheel balancing, spring and shock absorbers, steering systems (manual and power assist), and wheel alignment.

(3/15/0/90/0/0)

AUTO-1270
Automatic Transmissions/Transaxles

This is a course with emphasis on power trains, including the theory and shop practice of automotive, commercial, and agriculture vehicles. Automatic transmission units, and transaxle assemblies used in automobile, commercial, and agricultural vehicles are explained. Students may supply shop work, but it is not mandatory.

(6/60/0/90/0/0)

AUTO-1290
Manual Transmissions & Differential Axles

This course emphasizes power trains, including the theory and shop practice of automotive, commercial, and agriculture vehicles. Manual transmission units and differential axles used in automobile, commercial, and agricultural vehicles are explained. Students may supply shop work, but it is not mandatory.

(3/30/0/45/0/0)

AUTO-1330
Chassis Electrical Systems

This course covers the fundamentals of electricity, theory of electricity, and the proper use of electrical test equipment used for diagnosing electrical problems in the automotive field. The class will enable the student to test and diagnose electrical problems related to chassis electrical issues including the battery and starting system, charging system, cooling fans, and chassis related electrical wiring.

(3/30/0/45/0/0)

AUTO-1340
Automotive Body Electrical Systems

This course covers all types of electrical circuits and systems used in the automotive industry. The class will enable the student to understand the reading of electrical wiring diagrams, the proper repair procedures for both standard electrical circuits and CAN circuits, lighting (interior and exterior), circuit protection devices, horn operation, instrumentation, windshield wiper/washer operation, and supplemental restraint systems.

(3/30/0/45/0/0)

AUTO-1350
Automotive Heating & Air Conditioning

This is a course covering all phases of heating and air conditioning systems used in the automobile, commercial, and agriculture vehicle industry. Students may supply shop work, but it is not mandatory.

(4/45/0/50/0/0)

AUTO-1360
A/C Refrigeration R-134a System

This course is designed to cover R-134 air conditioning systems used in the automobile, commercial, and agricultural vehicle industry. Students may supply shop work, but it is not mandatory.

(1/8/0/22/0/0)

AUTO-1370
Ignition Systems

This course covers the different types of ignition systems used in the automotive industry. The class will enable the student to understand the operation and repair of the ignition system. This includes setting spark plug gap; oscilloscope usage; theory and fundamentals of electronic and PCM ignition systems, including DI, DIS, and COP. Also covered are basic engine mechanical testing, both compression and cylinder leakage. Special service tools

will be introduced to the student for use in diagnosing ignition system related problems.

(3/30/0/45/0/0)

AUTO-1375

Fuel Systems

This course covers the types of fuel systems used in the automotive industry, excluding diesel powered vehicles. The class will enable the student to understand the operation and repair or modern fuel systems. This includes covering the operation of the six circuits of the carburetor, types of fuel pumps, fuel tank and lines, fuel rail, fuel injectors, fuel filter, and fuel pressure regulator. Special service tools will be introduced to the student for the use in troubleshooting modern fuel systems related problems.

(3/30/0/45/0/0)

AUTO-2010

Engine Rebuilding II

Prerequisite: AUTO-1100 and AUTO-1110

This course covers engine components, their function, measuring for wear, diagnosis of engine problems, and complete reassembly procedures for engine overhaul. Students learn how to perform all engine related machine work such as valve grinding, cylinder honing, guide knurling, and cam bearing installation. Students may supply shop projects, but it is not mandatory.

(6/60/0/90/0/0)

AUTO-2500

Automotive Technology Internship

Prerequisites: Successful completion of 12 automotive technology credits and a 2.5 GPA in automotive technology coursework

Work experience is an important part of any educational program. This internship is intended to give students extended experience in solving real world problems while working under the supervision of an employer and instructor. All work is to be performed in accordance with industry standards and guidelines. Students may be compensated for the credits worked and will receive one (1) college credit for each 60 credits worked up to three (3) credits.

(1-3/0/0/0/0/60-180)

AUTO-2600

High Performance Vehicle Construction I

Prerequisite: Due to the technical nature of the work in this course, the following criteria are required for enrollment:

- ***An AOS degree in Auto Body Technology or***
- ***The completion of the first two semesters of an Auto Body Technology AOS program and concurrent enrollment in the 3rd semester as outlined in the catalog is required.***
- ***A GPA of 3.0 in the related technical coursework.***
- ***Or consent of the instructor.***

This course is designed to allow the student the opportunity to bring together all of the skills learned during the first year of Automotive coursework. The student will have the chance to see how all the competencies relate and work together while constructing a high performance vehicle. This course will include the organization and management of a vehicle build and the construction of sub-assemblies.

Credit cannot be earned for both AUTB-2600 and AUTO-2600.

(3/15/0/90/0/0)

AUTO-2700

High Performance Vehicle Construction II

Prerequisite:

- ***AUTO-2600 (High Performance Vehicle Cons I)***
- ***Or consent of the instructor***.

This course builds upon the skills used in AUTO-2600 as the project enters the final stages of completion, to include engine, drivetrain final assembly, and inspection. The student will be able to see, in a practical way, the application of the skills learned during the first year of automotive coursework. The student will continue to see how all the competencies relate and work together while completing the construction of a high performance vehicle. This course will continue to include the organization and management of a vehicle build to completion.

Credit cannot be earned in both AUTB-2700 and AUTO-2700.

(3/15/0/90/0/0)

Aviation Maintenance

AVIA-1030

Ground School for Pilots

This course prepares the student for both the private and commercial pilot written tests. Topics such as aerodynamics, aircraft operation, aircraft weight and balance, meteorology, navigation and computation, and FAA regulations are covered in sufficient depth that the successful student can pursue an aviation career or flying goal.

(3/45/0/0/0/0)

AVIA-1060

General Phase I

In this course, the student solves basic mathematical problems, calculates volumes, extracts roots, raises numbers to given powers, calculates simple machine problems and studies fluid and heat dynamics as related to aircraft. The student is also introduced to the study of basic electricity including electron flow in DC and AC circuits, the use of electrical instruments, current flow calculation, wiring diagram interpretation, battery inspections, and basic troubleshooting. A study of position and warning systems is taught to complete this course.

(6/60/0/90/0/0)

AVIA-1070

General Phase II

This course is designed to familiarize the student with aeronautical terms and nomenclature, the study of basic aircraft construction techniques, and the theory of flight. The student is taught weight and balance procedures, how to weigh an aircraft and determine the C.G. and empty weight. General aircraft instrument theory, construction, and maintenance are included in this course of study. The student is also introduced to blueprints, graphs, and diagrams. A study of aircraft hardware and materials, non-destructive inspection of aircraft parts, and precision measuring is accomplished.

(6/60/0/90/0/0)

AVIA-1080

General Phase II

This is a comprehensive study of airframe cleaning and corrosion including a review of the elements that cause corrosion and the preventative maintenance procedures required to control this problem. Safe aircraft movement and ground operation procedures are demonstrated. The fabrication, inspection, and preventive maintenance of ridged and flexible fluid and pneumatic lines are covered. Aircraft are manufactured, maintained and flown in accordance with the Federal Aviation Regulations, and aviation maintenance technicians must research, comprehend, and comply with these regulations to maintain a safe and airworthy aircraft. This course is completed with a study of airborne navigation and communication systems.

(6/600//90/0/0)

AVIA-1110

Airframe Phase I

The student is introduced to sheet metal aircraft construction. Composite materials are emphasized including wood structures. A study of the basic stresses acting on the aircraft structure leads to an understanding of the importance of maintenance and repair of all types of materials used in aircraft construction. Repair techniques are practiced to industry levels using all the tools necessary to complete lab projects to a return to service standard.

(6/60/0/90/0/0)

AVIA-1120

Airframe Phase II

This course is an in-depth study of special fasteners, repair techniques, and preparation procedures for dissimilar materials. The student inspects and evaluates types of repairs permitted using the correct aircraft structures repair manuals. The installation, inspection, and repair of aircraft fabric covering and painting systems are studied. Inspection, service, and repair of ice and rain control systems and airframe fire detection/protection systems complete this course of study.

(6/60/0/90/0/0)

AVIA-1130

Airframe Phase III

This course helps develop the skills necessary to understanding the theory of and performing maintenance on aircraft electrical systems with a strong emphasis on troubleshooting. Routine maintenance, inspection, and troubleshooting of hydraulic and pneumatic systems is included. This course of study concludes with a class in aircraft welding which includes methods of welding and acceptable repairs.

(6/70/0/100/0/0)

AVIA-1140

Airframe Phase IV

This course includes a study of several typical landing gear systems. Topics include shock absorbing systems, wheel alignment, brakes, anti-skid systems, wheels,

bearings, tires, and tire balance. Safe jacking procedures are taught along with retraction checks. Emphasis is on safe work habits and procedures.

(3/30/0/45/0/0)

AVIA-1150
Airframe Phase V

In this course, students learn procedures for the assembly and rigging of an aircraft using the manufacturer's maintenance data and Type Certificate Data Sheets. Fix and rotor wing is emphasized on flight characteristics and stability. Flight control operation and movement, as well as helicopter operation and rigging, are also included in this course. Aircraft fuels, fuel system inspection, maintenance repair, and safety are also included.

(3/30/0/45/0/0)

AVIA-1160
Airframe Phase VI

This course provides a study of the vapor-cycle and air recycling and cooling in conjunction with cabin pressurization systems used in aircraft. Aircraft heating and oxygen system operations, maintenance, and repair complete the study of the environmental systems. Inspection of the airframe, in order to maintain an airworthy aircraft, meeting requirements of the Federal Aviation Administration, and the airframe manufacturer complete this course of study.

(3/40/0/55/0/0)

AVIA-1210
Powerplant Phase I

In this course, the student is introduced to the principles of heat engines, energy transformation, volumetric efficiency, and the 4-stroke 5-event engine. Factors affecting power, requirements, and configurations of piston engine construction methods, materials, and nomenclature are covered. The student is able to explain piston engine theory, energy transformation, as well as calculate horse power, valve timing, and compression ratios. The student is also able to explain factors affecting volumetric efficiency and identify all reciprocating engine parts.

(3/30/0/45/0/0)

AVIA-1220
Powerplant Phase II

This course is designed to develop the competence necessary to maintain, troubleshoot, and repair both reciprocating/turbine engine ignition and starting systems. Students study low and high tension ignition systems, repair magnetos and ignition harnesses, test spark plugs, use the appropriate manuals, and test equipment to perform these functions. The ignition system is properly installed on an operational engine, which the student starts and operates. Correct troubleshooting procedures are observed.

(3/30/0/45/0/0)

AVIA-1230
Powerplant Phase III

This course introduces the theory and operation of fuel metering used in aviation powerplants, as well as the fuel systems that deliver the fuel to the metering device. A comprehensive study of aviation fuels is also covered. Fire protection systems are included in this course of study. Inspection, check, service troubleshooting and repair of these systems concludes the course.

(3/30/0/70/0/0)

AVIA-1240
Powerplant Phase IV

This course is dedicated to the inspection, repair, and development of overhaul skills, assembly, and return to service procedures. The use of overhaul data and inspection techniques, including non-destructive inspections, are emphasized. Items covered include principles and characteristics of lubricants, their importance to engine life, and how maintenance procedures may increase the life of a piston engine. The correct lubricant for an engine and accessories is discussed, and engine data is researched to locate information related to using the correct products.

(6/60/0/90/0/0)

AVIA-1250
Powerplant Phase V

In this course, the student is introduced to the procedures used in the inspection of turbine and reciprocating engines. The use of applicable regulations and manufacturer's guidelines are covered. Other topics covered include the principles of engine electrical systems; the components, types, controls, and wiring systems; wiring diagrams; and using instrumentation to diagnose system or component failure. Instruction on propeller theory, governing systems, ice protection, and maintenance and repair are included in this course.

(6/60/0/90/0/0)

AVIA-1260
Powerplant Phase VI

This course reviews the history and development of the jet engine and it's operating principles. The Brayton cycle is compared to the four-stroke engine in thermodynamics

and components. A study of an engine compressor and turbine section design and efficiency provide the student with a comprehensive understanding of the engine. Variations of the turbine engine are reviewed as auxiliary power units, unducted fans, turboprop, turbo shaft,and high bypass fans. Reciprocating and turbine engine induction, exhaust, and instrumentation complete this course.

(6/70/0/120/0/0)

AVIA-2500
Aviation Internship

The internship is a cooperative agreement with Western Nebraska Community College and an industry partner. This internship program provides valuable hands-on learning experiences in aspects of the operations of the industry partner. The internship program provides students the opportunity to apply information from classes to real life experiences. Students are able to explore career opportunities that are available and gain valuable work experience.

(3/0/0/0/0/180)

Biological Sciences

BIOS-1000
Basic Nutrition

This course is intended for students who need to learn basic nutritional information. Included are the basic nutrients, their functions, food sources, and the effect of deficiencies.

(3/45/0/0/0/0)

BIOS-1010
General Biology

Co-requisite: BIOS-1010L

This course covers fundamental processes of cells and organisms, cell structure, genetics, biotechnology, evolution, classification, diversity, and interaction of organisms at the molecular, cellular, organismic, ecosystem, and biosphere level. It is designed as both a course for non-majors and as a foundation course for those planning additional work in biology. Includes a lab.

(4/45/30/0/0/0)

BIOS-1010L
General Biology Lab

Co-requisite: BIOS-1010

BIOS-1100
Environmental Science

Co-requisite: BIOS-1100L

This course presents a background on ecology as a basis for understanding the pollution problems in the environment. Topics covered include air, water, soil, solid waste, noise, and radiation pollution. Also included is a discussion of population growth, wildlife management, and controlling agencies involved in environmental protection.

(4/45/30/0/0/0)

BIOS-1100L
Environmental Science Lab

Co-requisite: BIOS-1100

BIOS-1160
Introduction to Human Anatomy & Physiology

Prerequisite: ENGL-0065, ENGL-0070, or ACCUPLACER® (or other appropriate placement exam)

Co-requisite: BIOS-1160L

This is an introductory course in human body structure and function. Emphasis is placed on anatomy, with attention also given to physiology, as related to the ten body systems.

Credit cannot be received for both BIOS-1160 and BIOS-2250.

(4/45/30/0/0/0)

BIOS-1160L
Introduction to Human Anatomy & Physiology Lab

Co-requisite: BIOS-1160

BIOS-1300
General Botany

Prerequisite: BIOS-1010

Co-requisite: BIOS-1300L

This course covers structure and taxonomical relationships among the major plant groups in addition to investigations of their physiological processes.

(4/45/30/0/0/0)

BIOS-1300L
General Botany Lab

Co-requisite: BIOS-1300

BIOS-1380
General Zoology

Prerequisite: BIOS-1010

Co-requisite: BIOS-1380L

Characteristics and relationships of the major animal groups from protozoa through the mammals are discussed.

(4/45/30/0/0/0)

BIOS-1380L
General Zoology Lab

Co-requisite: BIOS-1380

BIOS-1401
Biological Sciences Internship I

This internship is a cooperative agreement with WNCC and community partners. This internship course provides valuable hands on learning experience in aspects of the operations of assigned partners. The student fulfills academic requirements of an established program in the biological sciences, pre-veterinary medicine, horticulture, or related disciplines. The internship course gives students the opportunity to apply information from classes to real-life experiences and are able to explore available career opportunities and gain valuable work experience. This work experience can prove to be very valuable in the job market if the student intends to pursue a biological career upon graduation.

(1/0/0/0/0/60)

BIOS-1402
Biological Sciences Internship II

This internship is a cooperative agreement with WNCC and community partners. This internship course provides valuable hands on learning experiences in aspects of the operations of assigned partners. Students are fulfilling academic requirements of an established program in the biological sciences, pre-veterinary medicine, horticulture, or related disciplines. The internship course gives students the opportunity to apply information from classes to real - life experiences and are able to explore available career opportunities and gain valuable work experience. This work experience can prove to be very valuable in the job market if the student intends to pursue a biological career upon graduation.

(2/0/0/0/0/120)

BIOS-1403
Biological Sciences Internship III

This internship is a cooperative agreement with WNCC and community partners. This internship course provides valuable hands on learning experiences in aspects of the operations of assigned partners. The student is fulfilling academic requirements of an established program in the biological sciences, pre-veterinary medicine, horticulture, or related disciplines. The internship course gives students the opportunity to apply information from classes to real-life experiences. Students are able to explore available career opportunities and gain valuable work experience. This work experience can prove to be very valuable in the job market if the student intends to pursue a biological career upon graduation.

(3/0/0/0/0/180)

BIOS-2000
Introduction to Scientific Research

Prerequisite: BIOS-1010, CHEM-109, ENGL-1010, GEOL-1010, or PHYS-1300

This course prepares students for a career in scientific research. Students begin to identify their goals as scientists and discover pathways to meet these goals. Students also become more acquainted with the processes used in scientific discovery. Over the course of the semester, students identify centers of scientific research in areas of interest, prepare curriculum vitae, conduct a literature review, and communicate research plans in both written and oral form.

(1/15/0/0/0/0)

BIOS-2050
Nutrition & Diet Therapy

Prerequisite: BIOS-1010, BIOS-1160, BIOS-2250, or LPNR-1110

Co-requisite: BIOS-1160 or LPNR-1110

This course is intended for students who need to learn basic nutritional information for the medical field. Included are the basic nutrients and their functions, food sources, and the effect of deficiencies. There is an emphasis on correct information to combat food faddism. Planning for normal nutrition through the life cycle and special needs of the elderly, children, and pregnant women is discussed, as well as sanitation of food, legislation, and labeling as it affects the food supply.

(3/45/0/0/0/0)

BIOS-2051
Diet Therapy

The purpose of this course is to provide an additional hour of Nutrition/Diet Therapy to an incoming student who has completed a 2-hour nutrition class at another institution. The WNCC LPN prerequisite is a three (3) credit hour class that includes both nutrition and diet therapy.

(1/15/0/0/0/0)

BIOS-2120
Genetics

Prerequisite: BIOS-1010 or BIOS-2250

Co-requisite: BIOS-2120L

This course is a study of inheritance patterns, gene composition, variations, and action. Mechanisms of transmission, molecular genetics, and population genetics are covered. Practical applications in medicine, agriculture, and biotechnology and hands-on laboratory experience with plants, animals, microbes, and electrophoresis are provided.

(4/45/30/0/0/0)

BIOS-2120L
Genetics Lab

Co-requisite: BIOS-2120

BIOS-2250
Human Anatomy & Physiology I

Prerequisite: ENGL-0065, ENGL-0070, or ACCUPLACER® (or other appropriate placement exam)

Co-requisite: BIOS-2250L

Topics covered in this course include an introduction to human anatomy and physiology, including the chemical basis of life; cells; cellular metabolism; tissues; skeletal, integumentary, joint, muscular, and nervous systems; and somatic and special senses.

Credit cannot be received for both BIOS-1160 and BIOS-2250.

(4/45/30/0/0/0)

BIOS-2250L
Human Anatomy & Physiology I Lab

Co-requisite: BIOS-2250

BIOS-2260
Human Anatomy & Physiology II

Prerequisite: BIOS-2250

Co-requisite: BIOS-2260L

This course is a continuation of BIOS-2250. Topics covered include the structure and function of the circulatory, respiratory, digestive, endocrine, reproductive, and excretory systems. Also included is a study of the fluid electrolyte and pH balances of the body.

(4/45/30/0/0/0)

BIOS-2260L
Human Anatomy & Physiology II Lab

Co-requisite: BIOS-2260

BIOS-2460
Microbiology

Prerequisite: BIOS-1010, BIOS-1160, BIOS-2250, or LPNR-1110

Co-requisite: BIOS-2460L

This course is a study of microbiology with emphasis on structure of microbial cells, their nutrition and growth, control of growth, genetics and genetic engineering, metabolic and biosynthesis activity, and host-parasite interactions. Accompanying laboratory study emphasizes microbiological techniques including microbial control and manipulation.

(4/45/30/0/0/0)

BIOS-2460L
Microbiology Lab

Co-requisite: BIOS-2460

Business Administration

BSAD-1050
Introduction to Business

This course offers an introductory study and overview of the role of business in society as well as a discussion of the various disciplines of business including an overview of business organization, management, marketing, human resource management, and finance. Also a study and discussion of various strategies for success of specific public and private firms as well as small business. Business vocabulary is used to understand, analyze, and interpret business news and information.

(3/45/0/0/0/0)

BSAD-1210
Business Communications

Prerequisite: ENGL-0050 or ACCUPLACER® (or other appropriate placement test)

The student is introduced to the foundations of written and verbal communication. Students practice the writing process in letters, memos, emails, reports, and proposals. Presentation skills are introduced. The employment process is covered. Keyboarding skills are recommended.

(3/45/0/0/0/0)

BSAD-2070
Salesmanship

This course is designed to introduce the student to sales in the marketing world. Emphasis is placed on selling as a rewarding career, the role of the salesperson, types of selling jobs, and consumer relationships.

(3/45/0/0/0/0)

BSAD-2100
Managerial Finance

Co-requisite: ACCT-1210

This class is designed to provide the student with the basic knowledge of finance. It provides the principles and tools needed to make important decisions in finance, namely capital budgeting and financing decisions. The major topics include time value of money, stock and bond valuation, investment decision criteria, the capital asset pricing model (CAPM), and cost of capital. This class provides students with a broad overview of the field of finance.

(3/45/0/0/0/0)

BSAD-2110
Retailing

This course emphasizes the managerial study of retailing, plus the organization, structure, and distribution channels of retail agencies.

(3/45/0/0/0/0)

BSAD-2120
Advertising

This course is designed to introduce the student to major issues in modern advertising promotion.

(3/45/0/0/0/0)

BSAD-2220
Supervisory Management

This course provides students with an understanding of the management functions supervisors must perform. Students receive solid theory and practical application that reinforces the theme: the essence of supervisory management is working with and through people. Through comprehensive cases and illustrations, the student examines the interrelationship of key management concepts.

(3/45/0/0/0/0)

BSAD-2420
Career Development Capstone

This course teaches the student how to prepare a professional-looking resume, cover letter, and reference sheet as well as how to address necessary follow-up correspondence in the employment process. Interviewing, business etiquette and protocol, salary negotiation, effective telephone techniques, portfolio development and use, projecting a professional image, human relation skills, and personality-type indicators are additional topics featured. Keyboarding skills are recommended.

(3/45/0/0/0/0)

BSAD-2450
Business Ethics

This course is an analysis of how business and society interact through the study of consumerism, technology, and ethical and moral conviction. It is also an introduction to the concept of business ethics, an overview of major ethical issues that businesses face today, and a discussion of moral philosophy through an understanding of classical and contemporary ethical theories.

(3/45/0/0/0/0)

BSAD-2500
Business Law I

This is a course designed to be of practical value regardless of the subsequent occupation of the student. The course covers social forces and the law, classes and sources of law, agencies for enforcement, and court procedure. The entire area of contracts—offer, acceptance, consideration, illegality, interpretation, transfer of rights, discharge, and breach of contract—is discussed.

(3/45/0/0/0/0)

BSAD-2520
Principles of Marketing

A study of the development of an effective marketing program including consumer behavior, product, pricing, distribution, and promotional strategies.

(3/45/0/0/0/0)

BSAD-2540

Principles of Management

Introduction to management theory and practice for supervisors of employees or managers of organizations. Functions of planning, organizing, directing, controlling, and supervising. New and rapidly developing areas of management are discussed.

(3/45/0/0/0/0)

BSAD-2600

International Business

This course provides a broad overview of the field of international business and associated activity and theory. Students will be introduced to the essential factors that influence global commerce. These include the global economic and financial environment, international institutions, trade policy issues, major international environmental forces (e.g., financial, economic and socioeconomic, physical, socioeconomic, political, legal, etc.), and strategic management issues related to doing business in the international environment.

(3/45/0/0/0/0)

BSAD-2650

E-Commerce

This course is designed to study the application of technology to business basics. The course introduces students to the use of the internet to create an e-world where business decisions revolve around e-entrepreneurship, e-business economics, e-communications, e-marketing, e-commerce finance, e-retailing, e-business consumers, e-commerce promotion, and e-commerce distribution.

(3/45/0/0/0/0)

Business Technology

BSTC-1100

Personal Finance

This is a basic course in the management of personal finances with emphasis given to financial planning, budgets, credit management, savings, tax planning, insurance, home-ownership, and investments.

(3/45/0/0/0/0)

BSTC-1500

Business Mathematics

Prerequisite: ACCUPLACER® (or other appropriate placement exam)

This course consists of instruction in the fundamentals of mathematics as applied to business situations. The course includes the study of fundamental mathematics and calculations for finance and accounting.

(3/45/0/0/0/0)

BSTC-2330

Records Management

Each phase of the life of records is studied from record creation to disposal. Indexing systems, equipment, supplies, and physical conditions for various types of records are reviewed. This course stresses the importance of record control as an administrative function. A manual packet as well as a computerized database simulation is covered for a thorough study.

(3/45/0/0/0/0)

BSTC-2340

Office Management

In this course, the student learns how to plan and organize an office, how to control office operations, and how to work effectively with people. Students also learn the fundamentals of time, conflict, and stress management.

(3/45/0/0/0/0)

BSTC-2500

Office Internship I

Work experience is an important part of any educational program. This course offers a student, referred to as an "intern," the opportunity to gain valuable hands-on experience in an office environment by working in a supervised office position. Students are compensated for their credits worked and receive one (1) college credit for each 60 credits worked up to three (3) credits.

(1-3/0/0/0/0/0/60-180)

BSTC-2540

Office Internship II

Work experience is an important part of any educational program. This course offers a student, referred to as an "intern," the opportunity to gain valuable hands-on experience in an office environment by working in a supervised office position. Students are compensated for their credits worked and receive one (1) college credit for each 60 credits worked up to three (3) credits.

(1-3/0/0/0/0/0/60-180)

Chemistry

CHEM-1050
Introductory Chemistry

Prerequisite: MATH-0160 and ENGL-0070 or ACCUPLACER® (or other appropriate placement exam)

Co-requisite: CHEM-1050L

This is an introductory course stressing concepts and qualitative understanding of the principles of chemistry. This course is designed for students requiring only one (1) semester or one (1) year of chemistry and is recommended for students in agriculture, forestry, home economics, nursing, environmental technology, and other non-majors. It is not recommended for pre-engineering, pre-medicine, pre-dental, pre-pharmacy, or other majors requiring more than two (2) semesters of chemistry.

(4/45/30/0/0/0)

CHEM-1050L
Intro to Chemistry Lab

Co-requisite: CHEM-1050

CHEM-1090
General Chemistry I

Prerequisite: MATH-1010 or ACCUPLACER® (or other appropriate placement exam)

Co-requisite: CHEM-1090L

This course offers a study of basic chemical concepts including atomic structure, stoichiometry, reactions in aqueous solution, chemical periodicity, gases, and chemical bonding and molecular structure and thermochemistry. One (1) year of high school chemistry is recommended.

(4/45/30/0/0/0)

CHEM-1090L
General Chemistry I Lab

Co-requisite: CHEM-1090

CHEM-1100
General Chemistry II

Prerequisite: CHEM-1090

Co-requisite: CHEM-1100L

This course is a study of rates of reaction, chemical equilibria, environmental chemistry, thermodynamics, electrochemistry, and nuclear chemistry.

(4/45/30/0/0/0)

CHEM-1100L
General Chemistry II Lab

Co-requisite: CHEM-1100

CHEM-2510
Organic Chemistry I

Prerequisite: CHEM-1100

Co-requisite: CHEM-2510L

This course is a study of the fundamentals of organic chemistry with emphasis on nomenclature, structure, stereochemistry, physical properties, and reactions and reaction mechanisms for the various series of aliphatic and aromatic compounds.

(4/45/45/0/0/0)

CHEM-2510L
Organic Chemistry I Lab

Co-requisite: CHEM-2510

CHEM-2520
Organic Chemistry II

Prerequisite: CHEM-2510

Co-requisite: CHEM-2520L

This course is a continuation of CHEM-2510.

(4/45/45/0/0/0)

CHEM-2520L
Organic Chemistry II Lab

Co-requisite: CHEM-2520

Criminal Justice

CRIM-1010
Introduction to Criminal Justice

Prerequisite: ENGL-0065, ENGL-0070, or ACCUPLACER® (or other appropriate placement exam)

This course offers an overview of the history, development, and philosophies of crime control within a democratic society. It examines the criminal justice system with emphasis on the police, the prosecution and defense, the courts, and the correctional agencies.

(3/45/0/0/0/0)

CRIM-1015
Introduction to Jail Operations

Prerequisite: ENGL-0065, ENGL-0070, or ACCUPLACER® (or other appropriate placement exam)

This course is designed to help students develop a general understanding of the jail and its role in American society.

Students explore problems and issues facing contemporary jail administrators and staff and have the opportunity to tour jails in the region and dialogue with jail administrators and staff about problems and challenges. This course is for current employees of or student who have an interest in the field of corrections.

(3/45/0/0/0/0)

CRIM-1020
Introduction to Corrections

Prerequisite: ENGL-0065, ENGL-0070, or ACCUPLACER® (or other appropriate placement exam)

This course outlines corrections in a systematic process showing the evolving changes within institutional and community-based corrections. Topics include, but are not limited to: the history of corrections; the influence of social thought and philosophy on the development of corrections; the rights of the incarcerated inmate; and the duties of the correctional officer.

(3/45/0/0/0/0)

CRIM-1030
Courts & the Judicial Process

Prerequisite: ENGL-0065, ENGL-0070, or ACCUPLACER® (or other appropriate placement exam)

This course offers a survey of the United States judicial system. Topics include, but are not limited to, legal and constitutional concepts, institutions, and processes. Coverage includes adult and civil courts.

(3/45/0/0/0/0)

CRIM-1140
Reporting Techniques for Criminal Justice

Prerequisite: ENGL-0065, ENGL-0070, or ACCUPLACER® (or other appropriate placement exam)

The student learns to observe and document the behavior of crime victims, witnesses, and suspects. The student also learns to accurately describe and record conditions and activities or crime scenes for courtroom presentations. In accordance with the legal guidelines of confidentiality, each student maintains a log of classroom and field experiences.

(3/45/0/0/0/0)

CRIM-1500
Assessment Prior Criminal Justice Learning

This course is designed to assist students in evaluating their police and/or correctional officer academy training in relation to courses offered by WNCC. For certified police officers and correctional officers only.

(1/15/0/0/0/0)

CRIM-2000
Criminal Law

Prerequisite: ENGL-0065, ENGL-0070, or ACCUPLACER® (or other appropriate placement exam)

This course outlines the purpose and function of criminal law. Topics include, but are not limited to: the rights and duties of citizens and police in relation to local, state, and federal law (i.e. arrest, search and seizure, confessions); and the development, application, and enforcement of laws, constitutional issues, and sentencing.

(3/45/0/0/0/0)

CRIM-2030
Police & Society

Prerequisite: ENGL-0065, ENGL-0070, or ACCUPLACER® (or other appropriate placement exam)

This course is intended to examine the role of the police in relationship between law enforcement and American society. Topics include, but are not limited to: the role and function of police; the nature of police organizations and police work; and patterns of police/ community relations.

(3/45/0/0/0/0)

CRIM-2060
Criminal Justice Internship I

This course offers the student the opportunity to gain valuable hands-on experience in an actual criminal justice setting by working in a law enforcement department. Students have the opportunity to rotate through the entire agency based on a protocol developed by the department head.

(1/0/0/0/0/60)

CRIM-2061
Criminal Justice Internship II

This course offers the student the opportunity to gain valuable hands-on experience in an actual criminal justice setting by working in a law enforcement department. Students have the opportunity to rotate through the entire agency based on a protocol developed by the department head.

(2/0/0/0/0/120)

CRIM-2062
Criminal Justice Internship III

This course offers the student the opportunity to gain valuable hands-on experience in an actual criminal justice setting by working in a law enforcement department. Students have the opportunity to rotate through the entire

agency based on a protocol developed by the department head.

(3/0/0/0/0/180)

CRIM-2110
Juvenile Justice

Prerequisite: ENGL-0065, ENGL-0070, or ACCUPLACER® (or other appropriate placement exam)

An examination of the origins, philosophy, and objectives of the juvenile justice system. Topics include, but are not limited to: causation of crime (i.e. race/gender, socioeconomic relevance, and victimization); the juvenile court system; the law enforcement approach; corrections; and prevention.

(3/45/0/0/0/0)

CRIM-2150
Contemporary Issues in Criminal Justice

Prerequisite: ENGL-0065, ENGL-0070, or ACCUPLACER® (or other appropriate placement exam)

This course will expose students to current social issues affecting the field of criminal justice and its professionals, victims, and defendants. Possible topics include racism, sexism, homophobia, poverty, hate crimes, capital punishment, addiction, ethics, gangs, child abuse, terrorism, sexual assault, domestic violence, suicide, mental illness, pornography, prostitution, and other timely topics.

(3/45/0/0/0/0)

CRIM-2150T
Contemporary Issues in Criminal Justice: Terrorism

Prerequisite: ENGL-0065, ENGL-0070, or ACCUPLACER® (or other appropriate placement exam)

This course will expose students to current social issues impacting the field of criminal justice and its professionals, victims, and defendants. Possible topics include racism, sexism, homophobia, poverty, hate crimes, capital punishment, addiction, ethics, gangs, child abuse, terrorism, sexual assault, domestic violence, suicide, mental illness, pornography, prostitution, and other timely topics.

(3/45/0/0/0/0)

CRIM-2180
Criminal Justice Organizations, Administration, & Management

Prerequisite: ENGL-0065, ENGL-0070, or ACCUPLACER® (or other appropriate placement exam)

This course introduces the student to the broad set of concepts, research, and practices that form a sound foundation for the management and administration of criminal justice organizations. A system-wide focus prepares students to study or work in a diverse range of criminal justice settings.

(3/45/0/0/0/0)

CRIM-2200
Criminology

Prerequisite: ENGL-0065, ENGL-0070, or ACCUPLACER® (or other appropriate placement exam)

This course examines crime and criminology from a broad social perspective. Emphasizes the nature and causes of crimes, investigation and prosecution, and treatment and prevention.

(3/45/0/0/0/0)

CRIM-2250
Community-Based Corrections

Prerequisite: ENGL-0065, ENGL-0070, or ACCUPLACER® (or other appropriate placement exam)

This course is designed to introduce the correctional process as it is applied in a community setting. The course is designed specifically to focus on probation, parole, and other community-based strategies for dealing with the offender.

(3/45/0/0/0/0)

CRIM-2260
Criminal Investigation

Prerequisite: ENGL-0065, ENGL-0070, or ACCUPLACER® (or other appropriate placement exam)

This course is an introduction to criminal investigation procedures. It includes a review of the historical development of criminal investigation and how investigative processes relate to the law enforcement function. The course studies procedures including, but not limited to: properly collecting, organizing, and preserving evidence; using basic investigative tools; examining the primary sources of information; analyzing the importance of writing skills; and reviewing the constitutional (legal) limitations of the investigation.

(3/45/0/0/0/0)

CRIM-2310

Rules of Evidence

Prerequisite: ENGL-0065, ENGL-0070, or ACCUPLACER® (or other appropriate placement exam)

This course emphasizes the concept of evidence and the rules governing its admissibility. It includes theoretical and pragmatic considerations of constitutional requirements effecting evidence and procedure.

(3/45/0/0/0/0)

CRIM-2350

Security & Loss Prevention

Prerequisite: ENGL-0065, ENGL-0070, or ACCUPLACER® (or other appropriate placement exam)

This course focuses on the increasing role private security plays in the field of crime prevention, detection, and investigation. Forms of private security including armed protective services; retail loss prevention; industrial and institutional security; security surveys and risk analysis; and issues related to the manufacture, sale, installation, and the effectiveness of a variety of security system applications will be explored, as well as the impact of homeland security on the private security sector.

(3/45/0/0/0/0)

CRIM-2900

Special Topics in Criminal Justice

Prerequisite: ENGL-0065, ENGL-0070, or ACCUPLACER® (or other appropriate placement exam)

The content of this course varies by semester, and its content is designed to allow for instruction in special content areas outside of the courses being offered by the Social Science Division. A class offered under this listing has a criminal justice emphasis chosen by a Criminal Justice faculty member based on student/program demand, compatibility with the general nature of social science and related courses, and instructor interest/competence. This course is offered periodically to meet student special interests in the field and is designed to cover specialized topics not usually presented in depth in regular courses already listed in the *College Catalog*. The course may be repeated for credit as long as the topic presented is substantially different from a previously taken special topics class. In any given semester, the course content is an examination of current problems or issues, organized in a lecture-discussion basis intended to involve students. Course content may vary as changing conditions require new approaches to emerging problems.

(1-3/15-45/0/0/0/0)

CRIM-2900A

Special Topics in Criminal Justice: Ethics & Criminal Justice

Prerequisite: ENGL-0065, ENGL-0070, or ACCUPLACER® (or other appropriate placement exam)

This course is an intense examination of the ethical considerations facing the criminal justice practitioner. Topics include determining moral behavior; developing moral and ethical behavior; ethics and law enforcement; ethics and the courts; ethics and corrections; the ethics of punishment; policy and management issues; and professionalism, pride, and ethics for practitioners.

(3/45/0/0/0/0)

CRIM-2900G

Special Topics in Criminal Justice: Understanding Gangs

Prerequisite: ENGL-0065, ENGL-0070, or ACCUPLACER® (or other appropriate placement exam)

This course offers students a unique perspective on current gang issues in a comprehensive, interdisciplinary, understandable, and contemporary format. Discussions focus on contemporary studies and theories of gang behavior. Gender issues, race and ethnicity, gangs in prisons and schools, gang victimization, and prevention and intervention programs are also explored.

(3/45/0/0/0/0)

Drafting Technologies

DRAF-1250

Computer-Aided Drafting & Design (CADD)

The student is introduced to automated drafting processes. The speed and power of the computer enhance the knowledge and creativity of the student and replace many tiresome tasks with CADD functions that automate much of the drafting process. These are invaluable skills in a field that is advancing at a blinding pace.

(3/30/45/0/0/0)

DRAF-1260

CAD/CAM: Introduction to Solid Modeling I

This course provides the student with an understanding of the parametric design philosophy through a hands-on, practice-intensive curriculum. The student will learn the key skills and knowledge needed to design models using CAD/CAM software, starting with conceptual sketching through to solid modeling, assembly design, and drawing production.

(3/30/45/0/0/0)

DRAF-1261

CAD/CAM: Introduction to Solid Modeling II

Prerequisite: DRAF-1260

This course provides the student with a continued understanding of the parametric design philosophy through a hands-on, practice-intensive curriculum. The student will learn the key skills and knowledge needed to design models using CAD/CAM software, starting with conceptual sketching through to solid modeling, assembly design, and drawing production.

(3/30/45/0/0/0)

DRAF-2450

Autodesk Revit Building

AutoDesk Revit teaches students how to use the Revit program for residential and light commercial construction. Students learn how to use the basic tools provided in Revit and how to customize Revit for specific architectural applications. Topics are covered in an easy to understand sequence and progress that allows students to become comfortable with the commands.

(3/45/0/0/0/0)

Early Childhood Education

ECED-1010

CDA Preparatory Seminar I

This course is an introduction to early childhood education including an overview of the profession. The focus is on the development of children, specifically focused on developmentally age appropriate needs in the basic areas of physical, social, emotional, and intellectual development and basic program management. Learning experiences and assignments are individualized based upon a training needs assessment and focus on the student's specific interests as a childcare professional. In addition to the weekly WNCC classroom seminar session, the student is expected to work in one or more local early childhood centers a minimum number of credits per week to satisfy practicum field placement requirements. For interested students, this course provides both 45-clock credits of formal child care education and 120 credits of experience working with children, which could be used towards CDA certification.

(3/45/0/0/0/0)

ECED-1050

Expressive Arts

Prerequisite: ENGL-0065, ENGL-0070 or ACCUPLACER® (or other appropriate placement test)

This course focuses on the selection, construction, and use of materials, activities, and experiences that encourage the young child's creativity and aesthetic appreciation through the visual arts, music, body movement, and dramatic play. Curriculum is designed for teachers in early childhood education programs working with children from three to eight years of age.

(3/45/0/0/0/0)

ECED-1060

Observation, Assessment, and Guidance

Prerequisite: ENGL-0065, ENGL-0070 or ACCUPLACER® (or other appropriate placement test)

This course introduces a variety of observation, assessment, and guidance strategies used in early childhood education settings for children birth through age eight.

(3/45/0/0/0/0)

ECED-1110

Infant/Toddler Development

Prerequisite: ENGL-0065, ENGL-0070 or ACCUPLACER® (or other appropriate placement test)

This course focuses on prenatal development through three years of age. Planning developmentally appropriate curriculum to include all domains of the child—physical, cognitive, emotional, and social—is examined.

(3/45/0/0/0/0)

ECED-1120

Preschool Child Development

Prerequisite: ENGL-0065, ENGL-0070 or ACCUPLACER® (or other appropriate placement test)

This course focuses on typical/atypical development of the child ages three through five years, in the domains of physical growth and motor skills, cognition and language, and social/emotional development.

(2/30/0/0/0/0)

ECED-1150
Introduction to Early Childhood Education

Prerequisite: ENGL-0065, ENGL-0070 or ACCUPLACER® (or other appropriate placement test)

The course provides an overview of early childhood education, history, trends, and the philosophies of various programs. Diversity, inclusion, licensing standards, current legislation, professionalism, and advocacy are examined.

(3/45/0/0/0/0)

ECED-1160
Early Language and Literacy

Prerequisite: ENGL-0065, ENGL-0070 or ACCUPLACER® (or other appropriate placement test)

This course focuses on the development of pre-literacy and language skills from birth to age eight leading to the emerging literacy skills of reading and writing. The planning, preparation, and implementation of language arts and literacy activities is demonstrated.

(3/45/0/0/0/0)

ECED-1220
Pre-Practicum

Prerequisite ENGL-0065, ENGL-0070 or ACCUPLACER® (or other appropriate placement test)

This course is designed to provide an orientation to practicum experiences in the early childhood education program. Students will review the process for setting up a practicum; review forms used during the practicum; understand the childcare licensing requirement for their state; obtain a current health report; and have their names cleared through appropriate background checks. Students will understand practicum expectations and responsibilities, methods of evaluation, and the importance of professionalism in the work place.

(1/15/0/0/0/0)

ECED-1221
Infant Toddler Practicum

Prerequisite: ECED-1110, ECED-1150, ECED-1220, or instructor consent

This course is designed to provide an understanding of the developmental stages of children six weeks through thirty-six months-of-age by participating in hands-on learning experiences in selected childcare settings. Students develop an awareness of appropriate adult/child interactions while developing positive employee skills. Basic skills in planning and implementing a daily routine and curriculum activities for infants and toddlers are also presented. Students are required to complete a minimum of 90 clock credits of practical work experience. Attendance at discussion sessions is required. A passing grade of C or better is required for ECED majors.

(2/0/0/0/90/0)

ECED-1230
School Age Child Development

This course focuses on typical/atypical development of the child ages five through eight years. The course will examine program design in out-of-school care that addresses the domains of physical growth and motor skills, cognition and language, and social/emotional development.

(2/30/0/0/0/0)

ECED-1240
Preschool and School-Age Practicum

Prerequisite: ECED-1060, ECED-1120, ECED-1230, or instructor approval

This course is designed to provide an understanding of the developmental stages of children from three to eight years of age by participating in hands-on learning experiences in selected childcare settings. Students develop an awareness of appropriate adult/child interaction while developing positive employee skills. Basic skills in planning and implementing a daily routine and curriculum activities for children from three to eight years of age are also presented. Students are required to complete a minimum of 90 clock credits of practical work experience. Attendance at discussion sessions is required. A passing grade of C or better is required for all ECED majors.

(2/0/0/0/90/0)

ECED-2050
Children with Exceptionalities

Prerequisite: ENGL-0065, ENGL-0070 or ACCUPLACER® (or other appropriate placement exam)

This course focuses on the theory, development, and philosophy of early childhood education programs serving children with exceptionalities. Topics include working with families, legislation, the role of the interventionist, interdisciplinary teams, and the inclusion of children with special needs in natural environments. A prior knowledge of child growth and development is strongly recommended.

(3/45/0/0/0/0)

ECED-2060

Early Childhood Education Curriculum

Prerequisite: ENGL-0065, ENGL-0070, or ACCUPLACER® (or other appropriate placement exam)

Co-requisite: ECED-1150

This course prepares students to plan, prepare, and implement developmentally appropriate lesson plans through a curriculum web. Theme-based units, the Project Approach, High Scope, Reggio Emilia, and other interest-based curricula are examined.

(3/45/0/0/0/0)

ECED-2070

Family and Community Relationships

Prerequisite: ENGL-0065, ENGL-0070, or ACCUPLACER® (or other appropriate placement exam)

Co-requisite: ECED-1150

This course focuses on the development of skills, techniques, and attitudes needed to form successful collaboration with diverse family systems and communities. Ten (10) credits of community service learning required.

(3/45/0/0/0/10)

Economics

ECON-1230

General Economics

This course is a survey of the major economic issues of today for students not majoring in law, economics, or business administration. Economic policy, problems, and institutions are stressed. This course should not be taken as a prerequisite to, or in lieu of, ECON-2110 or ECON-2120. This class meets the three-hour economics requirement for Nebraska state teacher certification.

(3/45/0/0/0/0)

ECON-2110

Principles of Macroeconomics

Prerequisite: ENGL-0065, ENGL-0070 or ACCUPLACER® (or other appropriate placement exam)

This course is a study of the "big ideas" of macroeconomics such as GDP, inflation, unemployment, labor, and international trade. A look at public-policy decision making using macro theories such as monetary policy, fiscal policy, and other economic-stabilization theories is also presented. This course will also examine the challenges facing the global economy.

(3/45/0/0/0/0)

ECON-2120

Principles of Microeconomics

Prerequisite: ENGL-0065, ENGL-0070, or ACCUPLACER® (or other appropriate placement exam)

This course provides an analysis of perfect and imperfect markets, including the behavior of producers and consumers. Topics covered include price and income elasticity, public and private goods, income distribution, market structures, production costs, resource allocation, comparative advantage, and economic problems.

(3/45/0/0/0/0)

Education

EDUC-1110

Introduction to Professional Education

Prerequisite: ENGL-0065, ENGL-0070, or ACCUPLACER® (or other appropriate placement exam)

This course provides an overview of education in the United States viewed in terms of history, philosophy, finance, and governance. It is designed to encourage critical thought regarding the role of education in a multicultural society, the role of the teacher, and educational practices in schools. The course is designed to help students explore education as a prospective career.

(3/30/45/0/0/0)

EDUC-1700

Professional Practicum

Pre- or Co-requisite: EDUC-1110

This course is designed to acquaint the student with the classroom situation and atmosphere by participating in the teaching-learning process. It includes observation and assistance in classroom-related activities under the supervision of an experienced teacher.

(1/0/30/0/0/0)

EDUC-2000

Educational Psychology

Prerequisite: PSYC-1810

This course is a study of the three focal areas in education: the learner, the learning process, and the learning environment. It is a survey of the principles of psychology as applied to classroom teaching; development, learning, motivation, evaluation, and adjustment; and educational techniques and innovations.

(3/45/0/0/0/0)

EDUC-2110
Children's Literature

Prerequisite: ENGL-1010

Cross-listed as EDUC-2110/ENGL-2110 Children's Literature

Satisfies humanities requirement for an AA degree

This is a survey course designed to familiarize the student with a range of material available in the areas of children's literature. It covers material from the traditional to the contemporary, for a variety of ages in a variety of types, including picture books, folk tales, modern fantasy, poetry, realistic and historical fiction, biographies, and informational literature. The course familiarizes the student with children's literature so that he/she learns to select and evaluate appropriate materials for individual and group needs and interests.

(3/45/0/0/0/0)

EDUC-2860
Music Education for Elementary Teachers

Prerequisite: ECED-1150, EDUC-1110, ENGL-0050 or ACCUPLACER® (or other appropriate placement exam)

The purpose of this course is to give all prospective elementary teachers the knowledge necessary to teach music. The student learns the elements of music, music in child development, specific applications for lessons, and contemporary teaching techniques.

(3/45/0/0/0/0)

EDUC-2890
Art Education for Elementary Teachers

Pre- or Co-requisite: EDUC-1110

This is a methods course in teaching art at the elementary school-level, including organization of units of work at various grade levels and practical experiences in a variety of projects and media. Requirements include out-of-class studio assignments.

(3/45/0/0/0/0)

Emergency Medical Services

EMTL-1410
EMERGENCY MEDICAL RESPONDER

Prerequisite: Current American Heart Association CPR Card

This course is designed for individuals who wish to enter the Emergency Medical Service (EMS) profession. The emergency medical responder is the entry-level of the EMS profession. With regard to Basic Life Support (BLS) training, it does **not** involve the transportation of patients in an ambulance. Instruction occurs through didactic classroom, hands-on lab, and clinical experiences. Upon successful completion of the entire course, the student will be eligible to take the National Registry of Emergency Medical Responder computer adaptive and skills examination. The National Registry examinations are approved by the Nebraska Health and Human Services Licensure Unit and the Nebraska Board of Emergency Medical Services for licensure in the state of Nebraska.

(5/45/30/0/0/0)

EMTL-1520
EMERGENCY MEDICAL TECHNICIAN

Prerequisite: Current American Heart Association CPR Card

This course is designed for individuals who wish to enter the Emergency Medical Service (EMS) profession. The With regard to Basic Life Support (BLS), the emergency medical technician is the minimum-level of the EMS profession to involve the transportation of patients in an ambulance. The course is designed to instruct students through didactic classroom, hands-on labs, and clinical experiences. Upon successful completion of the entire course, the student will be eligible to take the National Registry of Advanced Emergency Medical Technicians (NRAEMT) computer adaptive and skills examination. The National Registry examinations are approved by the Nebraska Health and Human Services Licensure Unit and the Nebraska Board of Emergency Medical Services for licensure in the state of Nebraska.

(7/75/30/0/0/0)

EMTL-1980U
PARAMEDIC I

Prerequisites:

- Current National Registry or state Emergency Medical Technician, Advanced Emergency Medical Technician or Intermediate licensure in good standing.
- Current AHA HCP (AHA HCP) Cardiopulmonary Resuscitation (CPR) card maintained throughout the entire course.

This is the first course of a six-course program designed for students with Emergency Medical Technician, Advanced Emergency Medical Technician, or Intermediate licensure who desire to progress to the paramedic level. The course provides introductory didactic classroom, laboratory, and clinical learning experiences to develop the life support knowledge, critical

thinking skills, psychomotor skills, and professionalism expected of the entry-level paramedic. Specifically, course content focuses on anatomy, physiology, pharmacology, airway management, and professionalism. Students must complete all requirements in this course to advance to Paramedic II.

(4/45/30/0/0/0)

EMTL-1980V
PARAMEDIC II

Prerequisite: EMTL-1980U

This is the second course of a six-course program. The course builds on the lessons of EMTL-1980U in the three domains of learning (i.e. cognitive, psychomotor, and affective) as pertinent to the entry-level paramedic. The course provides opportunities for development in advanced life support, critical thinking, psychomotor skills, and professionalism through didactic classroom, lab, and clinical experiences. Specifically, course content focuses on medical emergencies involving each of the major organ systems, infectious disease, teamwork, time management, and diplomacy. Students must complete all requirements in this course to advance to Paramedic III.

(4/45/30/0/0/0)

EMTL-1980W
PARAMEDIC III

Prerequisite: EMTL-1980V

This is the third course of a six-course program. The course builds on the lessons of EMTL-1980U and EMTL-1980V in the three domains of learning (i.e. cognitive, psychomotor, and affective) as pertinent to the entry-level paramedic. The course provides opportunities for progressive development of advanced life support, critical thinking, psychomotor skills, and professionalism through didactic classroom, lab, and clinical experiences. Specifically, the course advances prior knowledge and skills through application to specialty case types including cardiovascular, toxicology, and psychiatric emergencies. Basic electrocardiogram interpretation is also included. Students must complete all requirements in this course to advance to Paramedic IV.

(4/45/30/0/0/0)

EMTL-1980X
PARAMEDIC IV

Prerequisite: EMTL-1980W

This is the fourth course of a six-course program. The course builds on the lessons of EMTL-1980U, EMTL-1980V, and EMTL-1980W in the provision of emergency services. Specifically, didactic classroom, lab, and clinical experiences focus on trauma emergencies and special patient populations. Emergency medical services organization and operations are also examined.

(4/45/30/0/0/0)

EMTL-1980Y
PARAMEDIC V

Prerequisite: EMTL-1980X

This is the fifth course of a six-course program designed to provide opportunities for basic application of emergency life support knowledge, critical thinking, psychomotor skills, and professionalism in clinical emergency situations. In addition, the clinical course provides experience with various health care delivery systems including the operating room and emergency, intensive care, psychiatric, OB/GYN, and home health/ hospice departments.

(8/0/0/0/360/0)

EMTL-1980Z
PARAMEDIC VI (Capstone Course)

Prerequisite: EMTL-1980Y

This is the capstone course of a six-course program designed to provide advanced application of emergency life support knowledge. Students will practice integration of knowledge, critical thinking skills, psychomotor skills, and professionalism in field experiences. Specifically, course content focuses on field emergency assessment and interventions, culminating in team leadership experience for at least 20 advanced-level life support cases.

(8/0/0/0/360/0)

Engineering

ENGR-1010
Introduction to Engineering Design

Introduction to the engineering profession, engineering problem solving, and engineering design with an emphasis on current topics. Course material is presented using projects and group learning activities.

(3/45/0/0/0/0)

ENGR-1020
Programming & Problem Solving

This freshman-engineering course introduces students to the engineering problem solving process in the context of high-level structured computer programming. The course consists of a sequence of programming assignments that require students to write computer programs to solve engineering problems. All of the computer assignments are written in MATLAB.

(3/45/0/0/0/0)

ENGR-1070
Graphics for Engineers

The engineering student learns to read and communicate technical information by means of technical drawing. The use of standard drawing equipment, the computer (CAD) as the principal tool of the drafter's workstation, and the basic principles of descriptive geometry and graphical representation of technical data are covered. Freehand sketching is also included in this course.

(3/30/30/0/0/0)

ENGR-2010
Introduction to Circuits & Electronics

This course includes studies of direct and alternating currents including basic circuit analysis. This course is designed to provide students with an understanding of basic electronic circuit elements; resistance, capacitance, and inductance; and series/parallel circuit analysis. This course also includes the study of operational amplifiers, digital logic concepts, and basic diode concepts.

(3/45/0/0/0/0)

ENGR-2020
Statics

Prerequisite: MATH-2150

This course is a rigorous presentation and discussion based on deductive reasoning of the fundamental principles of the mechanics of rigid bodies, statics, and their application to the solution of engineering problems. Vector methods are used. Software applications are also part of this course.

(3/45/0/0/0/0)

English

ENGL-0010
Basic Reading

Prerequisite: ACCUPLACER® (or other appropriate placement exam)

This course develops effective reading skills and promotes clear thinking. Through practice, students improve comprehension and develop as critical readers. The course incorporates an emphasis on vocabulary development and improving individual reading ability.

(3/45/0/0/0/0)

ENGL-0030
Basic Writing

Prerequisite: ACCUPLACER® (or other appropriate placement exam)

This course improves writing skills, teaching students techniques like using the writing process to compose short narrative and expository pieces, as well as structuring writing to create effective written communication. Students learn to use well-chosen words and create precise phrases, clauses, and sentences within the context of their own writing. Students learn to incorporate correct usage and grammar into their compositions.

(3/45/0/0/0/0)

ENGL-0050
Developmental Writing

Prerequisite: ENGL-0030, ESLX-0035, or ACCUPLACER® (or other appropriate placement exam)

Co-requisite: ENGL-0050L

This course prepares students for college-level writing. Using the writing process, students produce writing at the paragraph and essay-level. Students learn to organize effective pieces of writing, improve diction, focus tone, and produce writing that evidences proper mechanics and usage. Successful completion of this course qualifies a student for enrollment into ENGL-1010, as well as other WNCC classes with writing-level prerequisites.

(3/45/0/0/0/0)

ENGL-0050L
Writing Lab

Co-requisite: ENGL-0030, ENGL-0050, or ENGL-0065

ENGL-0065
Integrated Reading & Writing

Prerequisite: ENGL-0050 or ACCUPLACER® (or other appropriate placement exam)

Co-requisite: ENGL-0050L

This course prepares students for college-level writing. The course is open to students scoring just below the level necessary for ENGL-1010on their placement exam but at a level that indicates they could benefit from integrated and accelerated instruction in both reading and writing. Students will learn to use the writing process to complete writing assignments and increase reading comprehension. Successful completion of this course qualifies a student for enrollment in ENGL-1010, as well as other WNCC classes with writing-level prerequisites.

(3/45/0/0/0/0)

ENGL-0070
Reading Techniques

Prerequisite: ENGL-0010, ESLX-0035, or ACCUPLACER® (or other appropriate placement test)

This course is designed to give students the necessary reading skills to manage a college-level reading load. Students receive instruction in effective reading strategies, practice comprehension skills, and increase vocabulary. Individual reading ability is identified and targeted for improvement.

(3/45/0/0/0/0)

ENGL-0500
Workplace Writing

Prerequisite: ENGL-0010, ENGL-0030, ENGL-0035, or ACCUPLACER® (or other appropriate placement exam)

This course familiarizes students with writing strategies most often employed in career/technical areas and prepares them for entry-level workforce communication demands. Writing instruction and practice is given in areas such as the development and writing of abstracts or summaries, correspondence, memoranda, job applications, and various short incident, progress, travel, or analytical reports. Evaluative emphasis is placed upon tone, content, format, grammar, and mechanics.

(3/45/0/0/0/0)

ENGL-1010
English Composition I

Prerequisite: ENGL-0050 and ENGL-0065 or ENGL-0070 or ACCUPLACER® (or other appropriate placement exam)

This course offers instructional practice in the techniques of effective writing. The process of planning, writing, revising, and editing essays for particular audiences and purposes and research-related skills are also emphasized.

(3/45/0/0/0/0)

ENGL-1020
English Composition II

Prerequisite: ENGL-1010

A continuation of ENGL-1010, this course offers further practice in good writing based on the reading and critical analysis of literature as genre (such as short story, poetry, drama, novel). In addition, the course presents library research techniques and other skills needed for writing research papers. The course culminates in a formal research paper assignment.

(3/45/0/0/0/0)

ENGL-2050
American Literature, 1620-1865

Prerequisite: ENGL-1010

Satisfies humanities requirement for an AA degree

This survey course examines the chronological development of American literature from utilitarian writings to belles-lettres, as well as its social, political, religious, and philosophical backgrounds using the selected works of representative authors from colonial times through the Civil War.

(3/45/0/0/0/0)

ENGL-2070
American Literature, 1865-Present

Prerequisite: ENGL-1010

Satisfies humanities requirement for an AA degree

This survey course deals with the rise of Realism, Naturalism, and other significant literary trends as represented in selected works from the post-Civil War period to the present.

(3/45/0/0/0/0)

ENGL-2110
Children's Literature

Prerequisite: ENGL-1010

Cross-listed as EDUC-2110/ENGL-2110 Children's Literature

Satisfies humanities requirement for an AA degree

This is a survey course designed to familiarize the student with a range of material available in the areas of children's literature. It covers material from the traditional to the contemporary, for a variety of ages in a variety of types, including picture books, folk tales, modern fantasy, poetry, realistic and historical fiction, biographies, and informational literature. The course familiarizes the student with children's literature so that he/she learns to select and evaluate appropriate materials for individual and group needs and interests.

(3/45/0/0/0/0)

ENGL-2130
Survey of English Literature I

Prerequisite: ENGL-1010

Satisfies a humanities requirement for an AA degree

This is a study of literary works and the times in which they occurred beginning with the earliest Anglo-Saxon literature and extending to the 18th century. Stress is placed upon the philosophical background of each period so that individual literary works can be better understood and placed in perspective.

(3/45/0/0/0/0)

ENGL-2190
The Novel

Prerequisite: ENGL-1010

Satisfies humanities requirement for an AA degree

This course is a study of major novels, both past and present. The course is designed to acquaint the student with this genre, the most popular literary form today, so that the student can better see the contemporary world through past and present works while learning the technical aspects of such literature. Along with the appreciation of the individual works, the history of the novel is considered to enhance the understanding of each selection.

(3/45/0/0/0/0)

ENGL-2200
Creative Writing

Prerequisite: ENGL-1010

This course offers a study in the guided creation and refinement of original works, normally conducted with an instructor-determined focus with specific genres such as poetry, fiction, magazine writing, or creative non-fiction.

(3/45/0/0/0/0)

ENGL-2900
Special Topics in Literature

Prerequisite: ENGL-1010

Satisfies humanities requirement for an AA degree

This course offers instruction and allows for a deep analysis of connected examples of literature, as defined by geography, author, theme, culture, and/or other select areas.

(3/45/0/0/0/0)

ENGL-2900A
Special Topics in Literature: Nebraska Literature

Prerequisite: ENGL-1010

Nebraska Literature (as a focus of "Special Topics in Literature") is a discussion and analysis based course designed to show the role of storytelling, in all its forms, from the perspective of Nebraska history. The diverse goals of literature are examined on their own and in the context of Nebraska's development to exemplify the geographical, historical, and cultural diversity of the Nebraska landscape.

(3/45/0/0/0/0)

Finance

FINA-2500
Finance Internship

Pre- or Co-requisite: BSAD-2100

Work experience is an important part of any educational program. This internship is intended to give students experience in solving real world problems while working under the supervision of an employer and instructor. Students are compensated for their credits and receive college credit.

(1-3/0/0/0/0/60-180)

Geology

GEOL-1010
Physical Geology

Co-requisite: GEOL-1010L

This course is an exploration of the origin of Earth materials, structures, and land forms. An emphasis is placed on the scientific methods important to understanding the Earth and its processes.

(4/45/30/0/0/0)

GEOL-1010L
Physical Geology Lab

Co-requisite: GEOL-1010

Global Studies

GBST-1000
Language Study Abroad

Students participate in a minimum two-week stay in a foreign country to study the country's native language. During the two weeks, students will live with a native family, study the language at a language school/center, and participate in a variety of field trips to learn more about the culture, history, and environment of the country.

(3/50/0/0/0/0)

Health Information Technology

HIMS-1250
Introduction to Health Information Management

Prerequisite: ENGL-0065, ENGL-0070, or ACCUPLACER® (or other appropriate placement exam)

This course explores a career in health information, the American Health Information Management Association (AHIMA), and the benefits and responsibilities of achieving credentialed status as a Registered Health Information Technician (RHIT). Content and structure of patient records; quantitative and qualitative analyses of the documentation of patient care; storage methods; and retrieving patient data elements will be explored. Students will be introduced to the various functions performed in a health record department with emphasis on maintaining confidentiality of patient data

(3/45/0/0/0/0)

HIMS-1350
Health Care Delivery Systems

Prerequisite: HIMS-1250

This course gives the student an orientation to the organization of the health care industry and current trends in health care delivery systems. Issues related to accreditation standards, licensing, and government regulations are included.

(2/30/0/0/0/0)

HIMS-1410
Disease Process

Prerequisites: BIOS-1160 or LPNR 1110 and HLTH-1060 or instructor consent

Co-requisites: HIMS 1250 and HIMS 2150

This course explores the pathology and pharmacologic treatments of diseases of the integumentary, skeletal, musculoskeletal, endocrine, cardiovascular, respiratory, digestive, urinary, endocrine, nervous, and reproductive systems. Concepts and treatment modalities of infectious blood and immune diseases, and neoplasia are also explored. Procedures and laboratory radiological testing performed on patients with specific diseases will be introduced.

(4/60/0/0/0/0)

HIMS-1500
Legal & Ethical Aspects of Health Information Management

Prerequisite: ENGL-0070 or ACCUPLACER® (or other appropriate placement exam), HIMS-1250, HIMS-1350, or instructor consent

This course introduces the student to the study of legal and ethical principles related to patient care and health information; legal terminology and procedures; court systems; and liability of health care providers. Legal requirements governing policies designed to safeguard and maintain health information, including how to appropriately respond to requests for patient specific information, will be explored. Students will explore ethical issues and apply a decision making model to selected case studies.

(3/45/0/0/0/0)

HIMS-2100
Coding ICD

Prerequisites: BIOS-1160 or LPNR-1110 and HLTH-1060 and HIMS-1250

Co-requisite(s): HIMS-2100L

This course begins exploration of the ICD-10 coding system and its use in various data collection schemes. Students apply ICD-10 coding principles to various exercises and practice health records in a lab setting.

(4/30/60/0/0/0)

HIMS-2100L
Coding ICD Lab

Prerequisites: BIOS-1160 or LPNR-1110 and HLTH-1060 and HIMS-1250

Co-requisite: HIMS-2100

HIMS-2150
Coding CPT

Prerequisites: BIOS 1160, LPNR 1110, or HLTH 1060

Co-requisites: HIMS-1410 and HIMS-2150L

This course will explore the CPT coding system and its use in various reimbursement and data collection schemes. Students will apply CPT coding principles to various exercises and practice health records in a lab/discussion board setting.

(4/30/60/0/0/0)

HIMS-2150L
Coding CPT Lab

Prerequisites: BIOS 1160, LPNR 1110, or HLTH 1060

Co-requisites: HIMS-1410 and HIMS-2150

HIMS-2180
Reimbursement Methodologies

Prerequisite: HIMS-2100 and HIMS-2150 or instructor consent.

Co-requisite: HIMS-2180L

This course introduces the student to methods of healthcare reimbursement. An initiation to the language of healthcare reimbursement is also included. Students explore principles of reimbursement as they apply to various types of healthcare settings.

(4/45/30/0/0/0)

HIMS-2180L
Reimbursement Methodologies Lab

Prerequisite: HIMS-2100 and HIMS-2150 or instructor consent.

Co-requisite: HIMS-2180

HIMS-2200
Information Systems in Health Care

Prerequisite: ACCUPLACER® (or other appropriate placement exam)

Co-requisite: HIMS 1250

This course is designed to explore the uses and applications of information systems in healthcare. The fundamentals of information systems, including electronic health records, will be explored. Students will become familiar with information systems used for managerial and clinical support. Information security will be discussed.

(2/30/0/0/0/0)

HIMS-2250
Healthcare Statistics

Prerequisite: MATH-0160 or ACCUPLACER® (or other appropriate placement exam)

This course instructs the student on terminology used in the collection and integration of data. Computation of various formulas are used in analyzing and converting this data to useful information. Students learn methods of dissemination and distribution of information and efficient and effective management of statistical information.

(2/30/0/0/0/0)

HIMS-2330
Health Information Management Applications I

Prerequisite: HIMS-1350

Co-requisites: HIMS-2330L and HIMS-2730

This course examines the foundations of health information technology used in the collection and management of clinical information through literature review and hands-on lab experiences. Topics covered include: the function of the health record, content and structure of the health record, primary and secondary data sets, and healthcare information requirements and standards. Students use various software applications such as: master patient index; record completion; chart tracking; and database applications.

(2/33.75/15/0/0/0)

HIMS-2330L
Health Information Management Applications I Lab

Co-requisite: HIMS-2330

HIMS-2340
Health Information Management Applications II

Prerequisites: HIMS, 2200, HIMS-2330, and HIMS-2250

Co-requisites: HIMS-2340L and HIMS-2760

This course examines issues related to the administration of a health information management department. Students explore technologies used in more advanced activities through review of literature and hands-on experience in a lab setting. Topics include: fundamentals of healthcare information systems; emerging technologies in healthcare; security of information; issues surrounding the implementation of the electronic health record; supervision of departmental activities; and human resource issues.

(2/33.75/15/0/0/0)

HIMS-2340L
Health Information Management Applications II Lab

Prerequisites: HIMS-2200, HIMS-2250, and HIMS-2330,

Co-requisites: HIMS-2340 and HIMS-2760

HIMS-2360
Coding Professional Practical Experience

Prerequisite: HIMS-2550 or concurrent enrollment

This course prepares the student to perform the basic functions and tasks of a coding specialist. The student codes actual medical records in a variety of healthcare settings. The HIMS program director and the health care facility staff guide the student in accomplishing the objectives set forth in the *Professional Practice Experience* handbook.

(3/15/60/0/0/0)

HIMS-2390
Coding and Reimbursement Applications

Prerequisite: HIMS-2100, HIMS-2150, HIMS-2180, or instructor consent

Co-requisite: HIMS-2390L

This course continues the exploration of ICD-9-CM and CPT coding systems and their uses in various data collection schemes. Emphasis is on application of coding principles in various health records in a lab setting. Coding from a reimbursement perspective, and monitoring and compliance is included.

(3/30/30/0/0/0)

HIMS-2390L
Coding and Reimbursement Applications Lab

Prerequisite: HIMS-2100, HIMS-2150, HIMS-2180 or instructor consent

Co-requisite: HIMS-2390

HIMS-2630
Quality and Performance Improvement

Prerequisite: HIMS-1500, HIMS-2250, or instructor consent

This course introduces the student to the issues involved in the management of quality and performance improvement in the health care setting. The course investigates the components of quality, performance improvement, and the regulatory requirements for this function. Students learn skills in data analysis, performance improvement tools, and data presentation. The functions of risk management, utilization management, and case management are also explored.

(2/30/0/0/0/0)

HIMS-2730
Professional Practice Experience I

Prerequisite: HIMS-1250, HIMS-1350, HIMS-1500, HIMS-2250, or instructor consent

Co-requisite: HIMS-2330

The course is designed to help the student gain the entry-level competencies as set forth by the American Health Information Management Association (AHIMA). Student performs the basic functions and tasks of a health information management department. The student uses actual health records in a health care facility and the virtual lab to perform these functions and tasks. The HIMS faculty and the health care facility staff guides the student in accomplishing the objectives set forth in the *Professional Practice Experience* handbook.

(2/0/0/0/90/0)

HIMS-2760
Professional Practice Experience II

Prerequisite: HIMS-2730

Co-requisites: HIMS-2340 and HIMS-2340L

The course is designed to help the student gain the entry-level competencies set forth by the American Health Information Management Association (AHIMA). This course is a continuation of HIMS-2730. The student is

given more advanced health information management experiences both in an acute care facility and alternate health care settings, such as nursing homes, ambulatory clinics, physician offices, and hospice agencies. The HIMS faculty and the health care facility staff guide the students in accomplishing the objectives set forth in the *Professional Practice Experience* handbook.

(2/0/0/0/90/0)

Health Occupations

HLTH-1060
Medical Terminology

This course establishes a solid foundation of prefixes, suffixes, word roots, combining forms, abbreviations, medical terms, and symbols. It emphasizes understanding the medical vocabulary as it applies to the anatomy, physiology, pathology, and diagnostic and therapeutic procedures of the human body.

(2/30/0/0/0/0)

HLTH-1090
CPR-Healthcare Provider

This course is designed for healthcare providers and other interested individuals. Students learn two-person and one-person rescue. Individuals learn signs and symptoms of heart attacks, strokes, and choking. The course prepares individuals to perform CPR and the Heimlich maneuver on infants, children, and adults. The American Heart Association standards are followed.

(.5/8/0/0/0/0)

HLTH-1100
First Aid

This course is designed for the community at large. The student is given an introduction to first aid; how to assess an injury/victim; how to perform basic first aid for various types of injuries, medical, and environmental emergencies; and stabilization and transfer techniques.

(.5/8/0/0/0/0)

HLTH-2190
Medication Aide

Prerequisite: NURA-1190

This course is designed to instruct the experienced nursing assistant to assume the role of care staff member with a beginning knowledge of medication administration and pharmacology. Upon completion of the course, the student is eligible to sit for an exam administered by the Department of Health. Successful completion of this exam approves the student as a care staff member. This course runs for 6 weeks.

(3/45/0/0/0/0)

History

HIST-2010
American History I

Prerequisite: ENGL-0065, ENGL-0070, or ACCUPLACER® (or other appropriate placement test)

This course is a survey of American history from the Age of Discovery through the Civil War and Reconstruction. Emphasis is on the political, economic, cultural, social, and technological issues that arise in the development of the American nation.

(3/45/0/0/0/0)

HIST-2020
American History II

Prerequisite: ENGL-0065, ENGL-0070, or ACCUPLACER® (or other appropriate placement test)

This course is a survey of American history from the end of the Civil War era to the present. Emphasis in on the political, economic, cultural, social, and technological issues that arise in America's development as a global power.

(3/45/0/0/0/0)

HIST-2025
The Sixties

This course is a survey of the 1960s, covering the political, social, and economic history of the United States during that time. This course will begin with a survey of the major trends of the 1950s that influenced the 1960s. From there, the decade of the 1960s is covered in depth. At every juncture, the arts are infused into the course with relevant discussions of what was happening in art, literature, music, movies, and culture making the class almost as much of a humanities class as a history class.

(3/45/0/0/0/0)

HIST-2050
Special Topics in History

This course allows for instruction in special content areas outside of the courses being offered by the Division of Social Science and Human Performance.

(3/45/0/0/0/0)

HIST-2060
History of Nebraska

Prerequisite: ENGL-0065, ENGL-0070, or ACCUPLACER® (or other appropriate placement exam)

This course is a survey of the political, economic, and social history of Nebraska, beginning with an examination of the indigenous peoples inhabiting North America at the time of the first European exploration of the Great Plains and ending with more recent historical developments.

(3/45/0/0/0/0)

HIST-2100
World Civilization (4000 BC - 1500 AC)

Prerequisite: ENGL-0065, ENGL-0070, or ACCUPLACER® (or other appropriate placement exam)

The social, economic, political, philosophical, and aesthetic advancement of humankind from ancient times through the medieval period is examined in this course.

(3/45/0/0/0/0)

HIST-2110
World Civilization (1500 AD - Present)

Prerequisite: ENGL-0065, ENGL-0070, or ACCUPLACER® (or other appropriate placement exam)

The social, economic, political, philosophical, and aesthetic advancement of humankind from the medieval period to the present is examined in this course.

(3/45/0/0/0/0)

HIST-2500
History Internship I

This internship is a cooperative agreement between WNCC and community partners. These internship programs provide students valuable hands-on learning experiences in aspects of the operations of assigned partners. Through this internship, students receive academic credit that may be applied toward a history degree or a related discipline.

This internship program offers students the opportunity to apply information from classes to real-life experiences. Students are able to explore career opportunities and gain practical work experience that can be valuable in the job market or in pursuing an advanced degree, especially if the student intends to pursue a career or advanced degree in history upon graduation from WNCC.

The credit credits awarded are dependent upon guidelines established by WNCC. Students can receive up to six (6) credit credits through the history internships.

(1-3/0/0/0/0/60-180)

HIST-2510
History Internship II

This internship is a cooperative agreement between WNCC and community partners. These internship programs provide students valuable hands-on learning experiences in aspects of the operations of assigned partners. Through this internship, students receive academic credit that may be applied toward a history degree or a related discipline.

This internship program offers students the opportunity to apply information from classes to real-life experiences. Students are able to explore career opportunities and gain practical work experience that can be valuable in the job market or in pursuing an advanced degree, especially if the student intends to pursue a career or advanced degree in history upon graduation from WNCC.

The credit credits awarded are dependent upon guidelines established by WNCC. Students can receive up to six (6) credit credits through the history internships.

(1-3/0/0/0/0/60-180)

HIST-2580
History of the American West

Prerequisite: ENGL-0065, ENGL-0070, or ACCUPLACER® (or other appropriate placement exam)

This course examines historical issues and events involving the America west of the Mississippi River including the concepts of the “west” and “frontier.” Central themes in the course include an examination of who migrated to the west and why, the results of that migration, and the impact of migration and the events surrounding it on the United States as a whole. Examples of topics covered in the course include: the history and influence of the Spanish and French; cultural interaction and conflict between Europeans explorers/settlers and indigenous peoples; early explorers and emigrants (including the fur trade); cowboys, outlaws, and violence; children, marriage, and families; farming, settlement, and homesteading; and the West of the imagination (myth and reality of the West in American culture and popular culture).

(3/45/0/0/0/0)

Human Services

HUSR-1620

Introduction to Human Service Work

This course provides a general introduction to the field known s human services. The history of the field and how historical and current legislation impact human services will be discussed. The roles of human service workers in various agencies in the community and surrounding areas will be explored. In addition, students are exposed to general skills and values that are important in human service work.

(3/45/0/0/0/0)

HUSR-1800

Case Assessment, Planning, & Management

This course provides students with a process for collecting data and assessing client information for the purpose of treatment planning. It includes intake and screening, clinical assessment, treatment planning, documentation, case management, and discharge and continuing care for client care related to both addiction treatment and generalist service provision.

(3/45/0/0/0/0)

HUSR-2000

Introduction to Counseling Skills: Theories and Techniques

This course is an introduction to the interviewing, listening, and report writing skills required of human service workers, including substance abuse providers. Students are introduced to counseling theory and schools of thought, combined with a brief presentation of the techniques used by some of the theorists.

(3/45/0/0/0/0)

HUSR-2300

Group Counseling

Prerequisite: HUSR-2000

This course is an introduction to group counseling. Students will study and practice group theories, processes, dynamics, techniques, methods, counseling, and facilitation. A focus will be on practical knowledge and techniques for effective group leadership for both generalists and alcohol and drug counselors.

(3/45/0/0/0/0)

HUSR-2800

Human Service Worker Practicum

Prerequisite: HUSR-1620 and HUSR-2000; cumulative GPA of 2.0

Work experience is an important part of any educational program. This practicum is intended to give students extended experience in solving real world problems while working under the supervision of an employer and instructor. Students will not be compensated for the credits worked and will receive one (1) college credit for 15 credits of in class time and one (1) credit for each 45 credits of out of class work completed for a total of four (4) credits.

(4/15/0/0/135/0)

Humanities

(Additional humanities include Art History and Criticism, Literature, Music Appreciation, Philosophy, Spanish, and Theatre)

HUMS-1100

Introduction to the Humanities

Prerequisite: ENGL-0050, ENGL-0070, ENGL-0065 or ACCUPLACER® (or other appropriate placement test)

Satisfies humanities requirement for an AA degree.

This survey course focuses on art, music, theatre, film, dance, architecture, and philosophy. It examines the unfolding of global humanistic traditions in order to reawaken our sense of wonder and curiosity about the meaning of life. The course gives students criteria from which to evaluate current times and situations and to enrich their historical perspectives. It shows how the various arts intersect and influence and are influenced by their times.

(3/45/0/0/0/0)

Information Technology

INFO-1030

Spreadsheets (Excel)

This course focuses on the features and usage of electronic spreadsheet applications. Students will be introduced to worksheet design, formulas, functions, charts, data manipulation, data consolidation, and financial forecasting. The student is encouraged to take the Microsoft Office Specialist exam for Excel and Excel Expert. The Microsoft Office Specialist Excel Expert exam can be accepted as equivalent to this class. Contact the instructor for details.

(3/45/0/0/0/0)

INFO-1040

Database (Access)

This course introduces systems design by emphasizing the relational database model. Curriculum content focuses on table and form design, queries and reports, sub forms, multiple table queries, and the integration of Access with the Web and other programs. The student is encouraged to take the Microsoft Office Specialist exam for Access.

(3/45/0/0/0/0)

INFO-1094

Intro to Database (Access)

This course is an entry-level database course designed to enable the student to create a simple table, query, form, and report. This course provides a foundation for more advanced courses in database concepts. Keyboarding skills are recommended. The Microsoft Office Specialist Access exam can be accepted as equivalent to this class. Contact the instructor for details.

(1/15/0/0/0/0)

INFO-1097

Electronic Communications (Outlook)

This course focuses on effectively utilizing various components of electronic communications using Microsoft Outlook: e-mail, calendar, contacts, tasks, and interaction among users.

(1/15/0/0/0/0)

INFO-1100

Microcomputer Applications

This course focuses on the fundamentals of word processing, spreadsheets, and presentation graphics in a Windows-based environment and includes the integration of these applications. Keyboarding skills are recommended. The student is encouraged to take the Microsoft Office Specialist exam for Word, Excel, and PowerPoint. The Microsoft Office Specialist Word, Excel, and PowerPoint exam can be accepted as equivalent to this class. Contact the instructor for details.

(3/45/0/0/0/0)

INFO-1210

Introduction to Computer Science

Prerequisite: MATH-0210 or ACCUPLACER® (or other appropriate placement test) and INFO-1360

This course is a study of computer programming, problem solving methods, and accepted software development practices using Java, a high-level programming language. Topics include the fundamentals of Java procedural and object oriented programming and the introduction of some advanced features of Java. This class prepares the student for further study in computer science.

(3/45/0/0/0/0)

INFO-1220

Introduction to Information Technology

This is an introductory course designed to impart an understanding of electronic information processing to the student. No previous experience is required. The course attempts to clarify the concepts, mechanics, new developments, social evolution, and future implications of electronic information processing. Keyboarding skills are recommended.

(3/45/0/0/0/0)

INFO-1241

IT Technical Support

This course is an introduction to computer, mobile device, and other information technology (IT) operating systems with an emphasis on the skills necessary to pass the Computing Technology Industry Association (CompTIA) A+ software certification exam. Additional topics covered are communication skills, security, installation, troubleshooting, optimization, support, networking, and maintenance of IT environment software. The student is encouraged to take the CompTIA A+ software certification exam. The CompTIA A+ software and hardware exam are both required for A+ certification. A current CompTIA A+ certification is accepted as equivalent to this class. Contact the instructor for details.

(3/45/0/0/0/0)

INFO-1242
IT Hardware Support

Pre- or co-requisite: INFO-1241

This course is an introduction to computer, mobile device, and other information technology hardware with an emphasis on the skills necessary to pass the Computing Technology Industry Association (CompTIA) A+ hardware certification exam. Additional topics covered are communication skills, security, installation, troubleshooting, optimization, support, networking, and maintenance of IT environment hardware. The student is encouraged to take the CompTIA A+ hardware certification exam. The CompTIA A+ software and hardware exam are both required for A+ certification. A current CompTIA A+ certification is accepted as equivalent to this class. Contact the instructor for details.

(3/45/0/0/0/0)

INFO-1355
Computer Science I

Prerequisite: INFO-1210

This course is an extension of INFO-1210 including the study of object-oriented programming, problem solving and accepted programming practices. Topics include class and object development, object-oriented design, GUI, and data abstraction. This class prepares the student for further study in computer science.

(3/45/0/0/0/0)

INFO-1360
Visual C#

This course introduces fundamental programming concepts, designs, and best practices using Microsoft's Visual C#. Visual C# is easy to learn, making it an ideal language for students with no prior programming experience to understand fundamental programming concepts. Programming projects include Windows graphical forms, web, and database. This introductory course provides a firm foundation for further work in programming.

(3/45/0/0/0/0)

INFO-1400
Networking Essentials

Pre- or co-requisite: INFO-1241

This course is a study of the fundamentals of current networking technology. Students learn to design, plan, implement, and support computer networks. The course introduces the full-range of computer networking from local-area networks to wide-area networks. The student is encouraged to take the Computing Technology Industry Association (CompTIA) Network+ certification exam. A current CompTIA Network+ certification is accepted as equivalent to this class. Contact the instructor for details.

(3/45/0/0/0/0)

INFO-1510
Introduction to Robotics

This course helps students utilize off the shelf robotic kits to design, build, and program robots to interact with the real world. The course teaches the student how mechanical, electronic, and software components interact within a mechatronic system. No previous experience is required, though INFO-1210, INFO-1360, or previous programming experience is recommended.

(3/45/0/0/0/0)

INFO-2000
Advanced Microcomputer Applications

Prerequisite: INFO-1100

This course expands upon the basic knowledge of software applications by exploring and using advanced features of word processing, spreadsheets, and presentation graphics. Database tables, forms, queries, and reports are introduced. Additional topics include the integration of software applications. The student is encouraged to take the Microsoft Office Specialist exam for Word, Word Expert, Excel, Excel Expert, and PowerPoint.

(3/45/0/0/0/0)

INFO-2040
SQL Database Design and Management

Prerequisite: INFO-1040

This course introduces fundamental Relational Database Management Systems (RDMS) design, implementation, and management. Included topics are E-R diagrams, Structured Query Language (SQL), queries, tables, schema, and normalization. Students will create a real world application using a RDMS. This course provides a foundation for advanced work in managed database systems.

(3/45/0/0/0/0)

INFO-2275
Project Management

Prerequisite: INFO-1100

Project management is the discipline of defining and managing the vision, tasks, and resources required to complete a project. This course provides an introduction to the project management process, resource management

(time, money, and people), quality control, communications, and risk.

(3/45/0/0/0/0)

INFO-2426

Linux

Prerequisite: INFO-1241

This course is designed to provide the student with an in-depth study of the Linux operating system. Topics include Linux distributions, installation, administration, X-Windows, networking, and security. There are extensive hands-on projects, exercises, and reinforcement of concepts. The student learns about Linux terminology and features of the operating system, gains a solid understanding of core Linux concepts, and develops the practical skills necessary to successfully install and manage Linux. The student is encouraged to take the CompTIA Linux+ certification exam. The CompTIA Linux+ certification can be accepted as equivalent for this class. Contact the instructor for details.

(3/45/0/0/0/0)

INFO-2450

Windows Server

Pre- or co-requisites: INFO-1241 and INFO-1400

In this course, students learn, through lectures, discussions, demonstrations, textbook exercises, and classroom labs, the skills and knowledge necessary to help prepare them to design, implement, secure, administer, and troubleshoot a Windows Server-based network.

(3/45/0/0/0/0)

INFO-2500

Information Technology Internship

Prerequisite: INFO-1241

Work experience is an important part of any educational program. This internship is intended to give students experience in solving real world problems while working under the supervision of an employer and instructor. Students are compensated for their credits and earn one (1) college credit for each 60 credits worked up to three (3) credits. Students must develop two (2) learning objectives per credit hour.

(1-3/0/0/0/0/60-180)

INFO-2600

Cybersecurity Essentials

Pre- or co-requisites: INFO-1241 and INFO-1400

This course provides an introduction to the fundamentals of network security including compliance and operational security; threats and vulnerabilities; application, data, and host security; access control and identity management; and cryptography. This course covers new topics in network security as well including psychological approaches to social engineering attacks, web application attacks, penetration testing, data loss prevention, cloud computing security, and application security programming development. The student is encouraged to take the CompTIA Security+ certification exam. The CompTIA Security+ certification can be accepted as equivalent for this class. Contact the instructor for details.

(3/45/0/0/0/0)

Management

MNGT-2500

Management Internship

Prerequisite: Enrollment in business curriculum with emphasis in management or business administration and instructor consent.

Work experience is required in an approved training site in cooperation with business operators. Students are supervised by the business management or supervisor and a WNCC program instructor. Students are compensated for their services and receive college credit.

(3/0/0/0/0/180)

Marketing

MRKT-2310

Marketing Internship I

Work experience is required in an approved training station in cooperation with operators of business enterprises. The coordinator of WNCC marketing and management courses and the employer supervise students. Students are compensated for their services and receive college credit.

(3/0/0/0/0/180)

MRKT-2320

Marketing Internship II

Work experience is required in an approved training station in cooperation with operators of business enterprises. The coordinator of WNCC marketing and management courses and the employer supervise students. Students are compensated for their services and receive college credit.

(3/0/0/0/0/180)

Mathematics

MATH-0070
Basic Mathematics

Prerequisite: ACCUPLACER® (or other appropriate placement test)

This is a developmental mathematics course with attention given to a review of fractions and decimals, ratio, proportion and percent, measurement, geometry, statistics, and introduction to the use of signed numbers and algebra. Calculators may or may not be used during the course at the instructor's discretion.

(4/60/0/0/0/0)

MATH-0160
Introductory Algebra

Prerequisite: MATH-0070 or ACCUPLACER® (or other appropriate placement test)

This course is designed for students who have not taken a full year of algebra in high school or who wish to review algebra. Topics include operations on real numbers, equations and inequalities, introduction to graphing, polynomial expressions and factoring, and rational expressions and rational equations.

(4/60/0/0/0/0)

MATH-1010
Intermediate Algebra

Prerequisite: MATH-0160 or ACCUPLACER® (or other appropriate placement test)

This course is for students who have completed only one year of high school algebra or have completed MATH-0160. Topics include functions, graphing, systems of equations, inequalities, polynomials and polynomial functions, rational expressions and rational equations, exponents and radicals, and quadratic functions.

(4/60/0/0/0/0)

MATH-1020
Technical Mathematics

Prerequisite: MATH-0070 or ACCUPLACER® (or other appropriate placement test)

This course is for students pursuing an Associate of Applied Science or Associate of Occupational Studies degree in a career/technical area. The course provides the math skills required in career/technical fields, including a review of arithmetic operations, exponents, algebraic operations, and right triangle trigonometry with emphasis placed on application.

(3/45/0/0/0/0)

MATH-1125
Integrated Algebra

Prerequisite: ACCUPLACER® (or other appropriate placement test)

This course is an accelerated version of MATH-0160 and MATH-1010. Topics include operations on real numbers; equations and inequalities; graphing, polynomial expressions, and factoring; functions; systems of equations; polynomials and polynomial functions; rational expressions and rational equations; exponents and radicals; and quadratic functions. Students who successfully complete this course will fulfill the requirements for both MATH-0160 and MATH-1010.

(5/75/3/0/0/0)

MATH-1150
College Algebra

Prerequisite: MATH-1010 or ACCUPLACER® (or other appropriate placement test)

This course is the study of relations, functions, and their graphs; equations and inequalities; polynomial and rational functions; exponential and logarithmic functions; and systems of equations and inequalities.

(4/60/0/0/0/0)

MATH-1170
Mathematical Applications

Prerequisite: MATH-1010 or ACCUPLACER® (or other appropriate placement test)

This course is for students not intending to follow an advanced mathematics curriculum. It is intended to satisfy the competency requirement in mathematics for graduation with an AS degree. Topics may include but are not limited to problem solving strategies, logic, consumer math, probability and statistics, set theory, numeration systems, and counting methods.

(3/45/0/0/0/0)

MATH-1180
Math for Elementary Teachers

Prerequisite: MATH-1010 or ACCUPLACER® (or other appropriate placement test)

Designed primarily for prospective elementary teachers, this course covers an introduction to problem solving, sets, whole numbers, integers, rational numbers/fractions, real numbers, decimals, functions, numeration systems, algebraic thinking, and number theory.

(3/45/0/0/0/0)

MATH-1210
Trigonometry

Prerequisite: MATH-1150 or ACCUPLACER® (or other appropriate placement test)

This course is a study of trigonometry and its applications. Topics include trigonometric functions, analytic trigonometry, and applications of trigonometry from engineering and the physical sciences.

(3/45/0/0/0/0)

MATH-1600
Analytic Geometry and Calculus I

Prerequisite: MATH-1210 or ACCUPLACER® (or other appropriate placement test)

This course is a study of calculus and analytical geometry, including the concepts of two-dimensional geometry, limits, derivatives, applications of derivatives, methods of integration, and applications of the integral.

(5/75/0/0/0/0)

MATH-2150
Calculus II

Prerequisite: MATH-1600

This course is a continuation of MATH-1600 including applications of the integral, calculus of transcendental functions, techniques of integration, improper integrals, and infinite series.

(5/75/0/0/0/0)

MATH-2170
Applied Statistics

Prerequisite: MATH-1010 or ACCUPLACER® (or other appropriate placement test)

This course is an introduction to basic probability and statistical methods that are used in a wide variety of disciplines. Topics include descriptive statistics, probability foundations, probability distributions, sampling distributions, methods of statistical inference, and bivariate relationships.

(3/45/0/0/0/0)

MATH-2200
Calculus III

Prerequisite: MATH-2150

This course is a continuation of MATH-2150, which includes a study of plane and solid analytic geometry, vectors, partial differentiation, and multiple integration.

(5/75/0/0/0/0)

MATH-2210
Applied Differential Equations

Prerequisite: MATH-2150

This course is an introduction to ordinary differential equations and their applications in the fields of engineering and the physical sciences. Topics address the formulation, analysis, and solution of first-, second-, and higher-order linear differential equations using a variety of methods including direction fields, integrating factors, variation of parameters, method of undetermined coefficients, Laplace transforms, numerical methods, and selected applications.

(3/45/0/0/0/0)

Medical Laboratory Technician

MEDT-1000
Introduction to Clinical Laboratory

Prerequisite: HLTH-1060

This course will provide an overview of the clinical laboratory testing process. Emphasis will be placed on clinical laboratory safety issues, regulatory agencies, infection control policies, and professional responsibilities relative to other departments of healthcare.

(2/30/0/0/0/0)

MEDT-1005
Clinical Laboratory Operations

Prerequisite: Admission to the Medical Laboratory Technician (MLT) program or permission of the instructor

This course will provide an overview of the clinical laboratory testing process, basic laboratory mathematics, testing methods, and quality control. Emphasis is placed on clinical laboratory safety issues, regulatory agencies, infection control policies, and professional responsibilities relative to other departments of healthcare.

(3/45/0/0/0/0)

MEDT-1010
Fundamentals of Phlebotomy

Prerequisite: Admission into the PBT, MLA and/or MLT program or permission of instructor

This course provides basic and advanced instruction on techniques, procedures, equipment, and issues pertaining to the proper collection of blood specimens for routine clinical laboratory testing. Emphasis is placed on infection prevention, universal precautions, proper patient

identification, specimen processing, patient complications, arterial draw, unusual tests, non-blood specimens, quality assurance, and legal issues. A laboratory is concurrent with the lecture. MLT students who possess an active Phlebotomy Technician, PBT (ASCP) certificate through the American Society for Clinical Pathology-Board of Certification (ASCP-BOC) may waive this course.

(4/45/30/0/0/0)

MEDT-1015

Basic Laboratory Techniques

Prerequisite: MEDT-1000

This course defines the role of the clinical assistant in the healthcare delivery system and introduces the basics of laboratory testing related to hematology, urinalysis, microbiology, immunology, and chemistry. Safety procedures, suitability of specimens, standards and controls, test performance, technical errors, and inventory supplies will be discussed. Emphasis is placed on quality control protocols and potential pre-analytical errors. Laboratory is integrated with lecture.

(4/45/30/0/0/0)

MEDT-1210

Clinical Practicum: Phlebotomy

Prerequisite: MEDT-1010

This clinical course will introduce the student to the profession and practice of phlebotomy. Students will observe and practice phlebotomy skills and job tasks. Emphasis is placed on the application of phlebotomy knowledge and skills necessary to perform a variety of blood collection methods using proper techniques and precautions. The course begins with a supervised clinical experience in a hospital or phlebotomy setting followed by an in-depth online review for the examination leading to certification as a phlebotomy technician.

(2.5/0/0/0/113/0)

MEDT-1215

Clinical Practicum: Medical Laboratory Assistant

Prerequisite: MEDT-1015

This clinical course provides the student with the opportunity to practice skills in basic laboratory tests in hematology, urinalysis, microbiology, immunology, and chemistry at the medical laboratory assistant level. Students will gain experience in documentation and the use of information systems necessary to accomplish job functions. The course begins in supervised clinical experience in a clinical laboratory setting followed by an in-depth review for the examination leading to certification as a medical laboratory assistant.

(2.5/0/0/0/113/0)

MEDT-2100

Clinical Microbiology I

Prerequisite: Admission to the Medical Laboratory Technician (MLT) program or permission of the instructor

This course is designed to provide students with a systemic approach to the biology and epidemiology of human parasitic and fungal diseases. The course will cover the symptomology, pathology, diagnostic procedure, and treatment of the various parasites and fungi that infect humans. Other topics for discussion include disease causation and specimen collection/handling. A laboratory is integrated with the lecture.

(3/30/30/0/0/0)

MEDT-2110

Urinalysis and Body Fluids

Prerequisite: Admission to the Medical Laboratory Technician (MLT) program or permission of the instructor

This course introduces the study of urine formation and the methodology in determining the physical, chemical, and microscopic properties of urine in normal and abnormal states. Properties of body fluids will be discussed. Emphasis will be placed on examination, interpretation, and handling of urine and body fluid specimens, safety, and quality control. A laboratory is integrated with the lecture.

(2/15/30/0/0/0)

MEDT-2120

Clinical Immunology

Prerequisite: Admission to the Medical Laboratory Technician (MLT) program or permission of the instructor

This course introduces the science of immunology and serology through the study of theories and processes related to natural body defenses. Emphasis will be placed on the immune response and principles of antigen-antibody reactions. Laboratory is integrated with lecture.

(3/30/30/0/0/0)

MEDT-2130

Clinical Chemistry

Prerequisites: MATH-0160 and CHEM-1050

This course provides theoretical, fundamental, and basic instrumentation methodologies and includes practical concepts associated with testing procedures used in the clinical chemistry laboratory. Primary focus will be on student performance of diagnostic testing with emphasis on liver, kidney, and pancreatic function and vitamin assays and their clinical correlation to disease states. Advanced topics in quality assurance, endocrine system, tumor markers, therapeutic drugs, and toxicology will be discussed. Laboratory is integrated with lecture.

(5/60/30/0/0)

MEDT-2140

Clinical Hematology & Hemostasis

Prerequisite: BIOS-1160

This course will provide theories and procedures of hematology and hemostasis. It includes human hematological disorders and classification based on clinical laboratory findings. Emphasis will be placed on formed elements of the blood and components of the coagulation cascade and their correlation with pathophysiology. Laboratory is integrated with lecture.

(4/45/30/0/0)

MEDT-2150

Clinical Immunohematology

Prerequisite: MEDT-2120

This is an introductory course on the theoretical principles and procedures in immunohematology and their application in the medical laboratory. It introduces basic genetics, blood collection and preservation, blood group antigens, and routine blood bank procedures. Topics include transfusion safety and federal regulatory requirements; compatibility testing; and antibody identification. Laboratory is integrated with lecture.

(4/45/30/0/0/0)

MEDT-2160

Clinical Microbiology II

Prerequisite: Admission to the Medical Laboratory Technician (MLT) program or permission of the instructor

This course examines the essential principles of bacteriology relative to human disease with an emphasis on the characteristics of clinically significant microorganisms and their biomedical profile, media for isolation, and identification methods for selected pathogens. Emphasis is on competence in general procedures, such as the cultivation, isolation, and identification of organisms and the evaluation and interpretation of laboratory data. A laboratory is integrated with the lecture.

(5/60/30/0/0/0)

MEDT-2200

Clinical Practicum: Microbiology

Prerequisites: MEDT-2100 and MEDT-2160

This clinical course provides the student with the opportunity to practice skills in a supervised clinical experience within a hospital or clinic laboratory. These experiences will focus on the principles and procedures of clinical microbiology. Emphasis is on the application of knowledge and technical skills to clinical testing, methodology, instrumentation, quality control, correlation of laboratory data with pathophysiology, OSHA practices, and medical laboratory technician professionalism.

(4/0/0/0/180/0)

MEDT-2230

Clinical Practicum: Chemistry

Prerequisite: MEDT-2130

This clinical course provides the student with the opportunity to practice skills in a supervised clinical experience within a hospital and or clinic laboratory. These experiences will focus on principles and procedures of clinical chemistry with emphasis on the application of knowledge and technical skills to: clinical testing; methodology; instrumentation; quality control; correlation of laboratory data with pathophysiology; OSHA practices; and medical laboratory technician professionalism.

(4/0/0/0/180/0)

MEDT-2240

Clinical Practicum: Hematology

Prerequisite: MEDT-2140

This clinical course provides the student with the opportunity to practice skills in a supervised clinical experience within a hospital or clinic laboratory. These experiences will focus on principles and procedures of hematology and hemostasis with emphasis on the application of knowledge and technical skills to clinical testing; methodology; instrumentation; quality control; correlation of laboratory data with pathophysiology; OSHA practices; and medical laboratory technician professionalism.

(4/0/0/0/180/0)

MEDT-2250

Clinical Practicum: Immunohematology

Prerequisites: MEDT-2150

This clinical course provides the student with the opportunity to practice skills in a supervised clinical experience within a hospital or clinic laboratory. These experiences will focus on principles and procedures of immunohematology with emphasis on the application of knowledge and technical skills to clinical testing; methodology; instrumentation; quality control; correlation of laboratory data with pathophysiology; OSHA practices; and medical laboratory technician professionalism.

(4/0/0/0/180/0)

MEDT-2300

MLT Certification Exam Preparation Review

Prerequisites: MEDT-2200, MEDT-2230, MEDT-2240, and MEDT-2250

This course will provide students with concepts and techniques necessary to pass the Medical Laboratory Technician certification examination. Emphasis will be placed on the application of critical thinking and theory of laboratory concepts.

(3/45/0/0/0/0)

Music

MUSC-1010

Music Appreciation

Prerequisite: ENGL-0065, ENGL-0070, or ACCUPLACER® (or other appropriate placement test)

Satisfies humanities requirement for an AA degree.

This course is an introduction and overview of the history of Western art music, from the Middle Ages to modern times. The course covers the elements of music, historical style periods, and major composers and selected works.

(3/45/0/0/0/0)

MUSC-1015

Applied Music: Woodwind Instruments I

In this course, the student receives weekly lessons in his/her field of interest. Proper tonguing, fingering, and breathing techniques are stressed. Appropriate solo literature is used. Credits to be arranged.

(1/15/0/0/0/0)

MUSC-1015I

Introduction to Woodwind Instruments

This course is designed for students either beginning to play a woodwind instrument or preparing to audition for MUSC-1015. Instruction is delivered weekly in a 60-minute group lesson or in a 30-minute private lesson, as appropriate. Meeting times are arranged to fit the student and instructor's schedules. This course may be taken for a total of four (4) semesters of credit.

(1/15/0/0/0/0)

MUSC-1020

Applied Music: Woodwind Instruments II

Prerequisite: MUSC-1015

In this course, the student receives weekly lessons in his/her field of interest. Proper tonguing, fingering, and breathing techniques are stressed. Appropriate solo literature is used. Credits to be arranged.

(1/15/0/0/0/0)

MUSC-1040

Applied Music: Brass Instruments I

In this course, the student receives weekly lessons in his/her field of interest. Proper tonguing, breathing, and valving techniques are stressed. Appropriate solo literature is used. Credits to be arranged.

(1/15/0/0/0/0)

MUSC-1040I

Introduction to Brass Instruments

This course is designed for students either beginning to play a brass instrument or preparing to audition for MUSC-1040. Instruction is delivered weekly in a 60-minute group lesson or in a 30-minute private lesson, as appropriate. Meeting times are arranged to fit the student and instructor's schedule. This course may be taken for a total of four (4) semesters of credit.

(1/15/0/0/0/0)

MUSC-1050

Applied Music: Brass Instruments II

Prerequisite: MUSC-1040

In this course, the student receives weekly lessons in his/her field of interest. Proper tonguing, breathing, and valving techniques are stressed. Appropriate solo literature is used. Credits to be arranged.

(1/15/0/0/0/0)

MUSC-1060

Applied Music: String Instruments I

In this course, the student receives weekly lessons in his/her field of interest. Proper bowing and fingering techniques are stressed. Appropriate solo literature is selected. Meeting times/dates are to be arranged between instructor and student.

(1/15/0/0/0/0)

MUSC-1060I

Introduction to String Instruments

This course is designed for students either beginning to play a string instrument or preparing to audition for MUSC-1060. Instruction is delivered weekly in a 60-minute group lesson or in a 30-minute private lesson, as appropriate. Meeting times are arranged to fit the student and instructor's schedule. This course may be taken for a total of four (4) semesters of credit.

(1/15/0/0/0/0)

MUSC-1070

Applied Music: String Instruments II

Prerequisite: MUSC-1060

In this course, the student receives weekly lessons in his/her field of interest. Proper bowing and fingering techniques are stressed. Appropriate solo literature is selected. Meeting times/dates are to be arranged between instructor and student.

(1/15/0/0/0/0)

MUSC-1090

Applied Music Percussion I

The student receives weekly lessons in his/her field of interest. Proper sticking and mallet coordination are developed within the level of the student's ability. Suitable study materials are used to develop these skills. Credits to be arranged.

(1/15/0/0/0/0)

MUSC-1090I

Introduction to Percussion Instruments

This course is designed for students either beginning to play a percussion instrument or preparing to audition for MUSC-1090. Instruction is delivered weekly in a 60-minute group lesson or in a 30-minute private lesson, as appropriate. Meeting times are arranged to fit the student and instructor's schedule. This course may be taken for a total of four (4) semesters of credit.

(1/15/0/0/0/0)

MUSC-1100

Applied Music: Percussion II

Prerequisite: MUSC-1090

In this course, the student receives weekly lessons in his/her field of interest. Proper sticking and mallet coordination are developed within the level of the student's ability. Suitable study materials are used to develop these skills. Credits to be arranged.

(1/15/0/0/0/0)

MUSC-1120

Applied Music: Keyboard I

This is a course of study for the development and extension of techniques and repertoire. The entering student's prior level of achievement is determined relevant to the type and kind of work to be mastered. Credits to be arranged.

(1/15/0/0/0/0)

MUSC-1130

Applied Music: Keyboard II

Prerequisite: MUSC-1120

This is a course of study for the development and extension of techniques and repertoire. The entering student's prior level of achievement is determined relevant to the type and kind of work to be mastered. Credits to be arranged.

(1/15/0/0/0/0)

MUSC-1140

Applied Music: Voice I

Prerequisite: Instructor Consent

In this course, the student studies vocal pedagogy and suitable solo materials. Emphasis is upon range, diction, and clarity of sound. Credits to be arranged.

(1/15/0/0/0/0)

MUSC-1141

Applied Music: Voice I for the Music Major

The student studies vocal pedagogy and suitable solo materials. Emphasis is upon range, diction, and clarity of sound. Meeting times are arranged.

(2/30/0/0/0/0)

MUSC-1141L

Applied Music: Diction Lab for Singer I

Co-requisite: MUSC-1141

In this course, the students studies the phonetics and pronunciation of the International Phonetic Alphabet

(IPA), as well as diction for the Italian and Latin languages. Meeting times are arranged

(1/0/30/0/0/0)

MUSC-1150
Applied Music: Voice II

Prerequisite: MUSC-1140

In this course, the student studies vocal pedagogy and suitable solo materials. Emphasis is placed upon range, diction, and clarity of sound. Credits to be arranged.

(1/15/0/0/0/0)

MUSC-1151
Applied Music: Voice II for the Music Major

In this course, the student studies vocal pedagogy and suitable solo materials. Emphasis is placed upon range, diction, and clarity of sound. Meeting times are arranged.

(2/30/0/0/0/0)

MUSC-1151L
Applied Music: Diction Lab for Singer II

Co-requisite: MUSC-1151

In this course, the students studies the phonetics and pronunciation of the International Phonetic Alphabet (IPA), as well as diction for the English and Italian languages. Meeting times are arranged.

(1/0/30/0/0/0)

MUSC-1160
BAND

Prerequisite: Audition/interview required for new members

The band is open to all students with a suitable instrumental background. The band program is designed to provide suitable music for various college functions as well as to present a concert program each semester.

(1/45/0/0/0/0)

MUSC-1200
Collegiate Chorale

Prerequisite: ENGL-0065, ENGL-0070, or ACCUPLACER® (or other appropriate placement exam)

Collegiate Chorale, a traditional mixed chorus of men and women's voices, is the primary ensemble of the vocal music program. Collegiate Chorale performs the very finest vocal literature by master composers in two to four concerts per year and focuses on the development of proper vocal technique, the performance of quality repertoire, and the practice of proper concert etiquette. This course may be taken for a total of four (4) semesters of credit.

(1/45/0/0/0/0)

MUSC-1220
Fort Sidney Centennial Band

The band is open to all students with a suitable instrumental background (audition is required in some instances to determine proficiency on the instrument). The band program is designed to provide suitable music for various college functions, as well as to present a concert program each semester. This course may be taken for a total of four (4) semesters of credit.

(.5/8/0/0/0/0)

MUSC-1230
Fire in The Pan Swingers

Prerequisite: Audition required

The Fire in the Pan Swingers perform multiple concerts and for various events each semester. This ensemble provides area musicians the opportunity to study and perform traditional Big Band and contemporary jazz literature.

(1/30/0/0/0/0)

MUSC-1240
Varsity Vocalise

Prerequisite: Audition required

Co-requisite: MUSC-1200

This select small ensemble sings the very best of pop, jazz, and Broadway favorites. Development of stage presence and poise, stage movement, vocal technique, and public relations skills are a primary goal. Varsity Vocalise performs often during the school day, evenings, and weekends and is a showcase for both the music program and the college within the community and the entire region. This course may be taken for a total of four (4) semesters of credit.

(1/45/0/0/0/0)

MUSC-1260

WNCC Studio Band

Prerequisite: Audition required

The WNCC Studio Band provides its members the opportunity to explore the aspects of smaller ensemble playing in the rock/pop/funk idiom. As one of WNCC's premier recruiting ensembles, it performs throughout the academic year for various college and community functions. Music excellence is demanded. This course may be taken for a total of four (4) semesters of credit.

(1/45/0/0/0/0)

MUSC-1370

Applied Music: Guitar 1

In this course, the student studies the technical aspects of playing the guitar through scale and appropriate etudes. Appropriate solo literature relevant to the student's interest is incorporated.

(1/15/0/0/0/0)

MUSC-1370I

Introduction to Guitar

This course is designed for students either beginning to play the guitar or are preparing to audition for MUSC-1370. Instruction is delivered weekly in a 60-minute group lesson or in a 30-minute private lesson, as appropriate. Meeting times are arranged to fit the student and instructor's schedules. This course may be taken for a total of four (4) semesters of credit.

(1/15/0/0/0/0)

MUSC-1380

Applied Music: Guitar II

Prerequisite: MUSC-1370

In this course, the student studies the technical aspects of playing the guitar through scale and appropriate etudes. Appropriate solo literature relevant to the student's interest is incorporated.

(1/15/0/0/0/0)

MUSC-1410

Music Fundamentals

This course is a study of the fundamentals of Western Music Theory. The course is designed as a precursor to the existing two-year music theory courses, the elementary music education course, or further music study. Emphasis is upon the reading and performance of written music, especially in the popular music idiom.

(3/45/0/0/0/0)

MUSC-1420

American Popular Music

Prerequisites: ENGL-0050W and ENGL-0070 or ACCUPLACER® (or other appropriate placement exam)

Satisfies humanities requirement for an AA degree

This course is a survey of the various styles of American popular music from 1840 to the present including folk music, ragtime, blues, jazz, and rock.

(3/45/0/0/0/0)

MUSC-1455

Music Theory I

Prerequisite: MUSC-1410

Co-requisite: MUSC-1455L

This course is designed for music majors and minors. A beginning course studying the language of music, it covers the four fundamentals of music theory: keys, scales, intervals, and triads. Keyboard application, sight singing, and dictation are not included in this class, but are included in the accompanying lab.

(3/45/0/0/0/0)

MUSC-1455L

Music Theory Lab I

Prerequisite: MUSC-1410

Co-requisite: MUSC-1455

This course is designed for music majors and minors. Drawing extensively from the material covered by MUSC-1455, it is a beginning course in the study of aural perception, rhythm, and keyboard application of music theory.

(1/0/30/0/0/0)

MUSC-1475

Music Theory II

Prerequisite: MUSC-1455

Co-requisite: MUSC-1475L

This course is a continuation of MUSC-1455, providing an advanced study of the harmonic materials in tonal music. It completes the study of non-harmonic tones and begins the study of altered chords. Diatonic harmony, diatonic modulation, basic form, and basic composition are taught. Keyboard application, sight singing, and dictation are not included in this class but are included in the accompanying lab.

(3/45/0/0/0/0)

MUSC-1475L
Music Theory Lab II

Prerequisite: MUSC-1455L

Co-requisite: MUSC-1475

This course is a continuation of MUSC-1455L. Drawing extensively from the material covered by MUSC-1475, it is a continuing course in the study of aural perception, rhythm, and keyboard application of music theory.

(1/0/30/0/0/0)

MUSC-2010
Applied Music: Woodwind Instruments III

Prerequisite: MUSC-1020

In this course, the student receives weekly lessons in his/her field of interest. Proper tonguing, fingering, and breathing techniques are stressed. Appropriate solo literature is used. Credits to be arranged.

(1/15/0/0/0/0)

MUSC-2020
Applied Music: Woodwind Instruments IV

Prerequisite: MUSC-2010

In this course, the student receives weekly lessons in his/her field of interest. Proper tonguing, fingering, and breathing techniques are stressed. Appropriate solo literature is used. Credits to be arranged.

(1/15/0/0/0/0)

MUSC-2040
Applied Music: Brass Instruments III

Prerequisite: MUSC-1050

In this course, the student receives weekly lessons in his/her field of interest. Proper tonguing, breathing, and valving techniques are stressed. Appropriate solo literature is used. Credits to be arranged.

(1/15/0/0/0/0)

MUSC-2050
Applied Music: Brass Instruments IV

Prerequisite: MUSC-2040

In this course, the student receives weekly lessons in his/her field of interest. Proper tonguing, breathing, and valving techniques are stressed. Appropriate solo literature is used. Credits to be arranged.

(1/15/0/0/0/0)

MUSC-2060
Applied Music: String Instruments III

Prerequisite: MUSC-1070

In this course, the student receives weekly lesson in his/her field of interest. Proper bowing and fingering techniques are stressed. Appropriate solo literature is selected. Meeting times/dates are to be arranged between instructor and student.

(1/15/0/0/0/0)

MUSC-2070
Applied Music: String Instruments IV

Prerequisite: MUSC-2060

In this course, the student receives weekly lessons in his/her field of interest. Proper bowing and fingering techniques are stressed. Appropriate solo literature is selected. Meeting times/dates are to be arranged between instructor and student.

(1/15/0/0/0/0)

MUSC-2090
Applied Music: Percussion III

Prerequisite: MUSC-1100

In this course, the student receives weekly lessons in his/her field of interest. Proper sticking and mallet coordination are developed within the level of the student's ability. Suitable study materials are used to develop these skills. Credits to be arranged.

(1/15/0/0/0/0)

MUSC-2100
Applied Music: Percussion IV

Prerequisite: MUSC-2090

In this course, the student receives weekly lessons in his/her field of interest. Proper sticking and mallet coordination are developed within the level of the student's ability. Suitable study materials are used to develop these skills. Credits to be arranged.

(1/15/0/0/0/0)

MUSC-2120
Applied Music: Keyboard III

Prerequisite: MUSC-1130

This is a course of study for the development and extension of techniques and repertoire. The entering student's prior level of achievement is determined relevant to the type and kind of work to be mastered. Credits to be arranged.

(1/15/0/0/0/0)

MUSC-2130
Applied Music: Keyboard IV

Prerequisite: MUSC-2120

This is a course of study for the development and extension of techniques and repertoire. The entering student's prior level of achievement is determined relevant to the type and kind of work to be mastered. Credits to be arranged.

(1/15/0/0/0/0)

MUSC-2140
Applied Music: Voice III

Prerequisite: MUSC-1150

In this course, the student studies vocal pedagogy and suitable solo materials. Emphasis is placed upon range, diction, and clarity of sound. Credits to be arranged.

(1/15/0/0/0/0)

MUSC-2141
Applied Music: Voice III for the Music Major

Prerequisite: Instructor consent

Co-requisite: MUSC-2141L

In this course, the student studies vocal pedagogy, and suitable solo materials. Emphasis is placed upon range, diction, and clarity of sound. Meeting times are arranged.

(2/30/0/0/0/0)

MUSC-2141L
Applied Music: Diction Lab for Singers III

Co-requisite: MUSC-2141

In this course, the student studies the phonetics and pronunciation of the International Phonetic Alphabet (IPA), as well as diction for the German language. Meeting times are arranged.

(1/0/30/0/0/0)

MUSC-2150
Applied Music: Voice IV

Prerequisite: MUSC-2140

In this course, the student studies vocal pedagogy and suitable solo materials. Emphasis is placed upon range, diction, and clarity of sound. Credits to be arranged.

(1/15/0/0/0/0)

MUSC-2151
Applied Music: Voice IV for The Music Major

Prerequisite: Instructor consent

Co-requisite: MUSC-2151L

In this course, the student studies vocal pedagogy and suitable solo materials. Emphasis is placed upon range, diction, and clarity of sound. Meeting times are arranged.

(2/30/0/0/0/0)

MUSC-2151L
Applied Music: Diction Lab for Singers IV

Co-requisite: MUSC-2151

In this course, the student studies the phonetics and pronunciation of the International Phonetic Alphabet (IPA), as well as diction for the French language. Meeting times are arranged.

(1/0/30/0/0/0)

MUSC-2160
Applied Music: Diction for Singers I

Prerequisite: MUSC-1151

In this course, the student studies, writes, and performs the phonetics and pronunciation of the International Phonetic Alphabet (IPA) as it applies to singing in English, Latin, and Italian. Meeting time is two credits per week/arranged.

(2/30/0/0/0/0)

MUSC-2170
Applied Music: Diction for Singers II

Prerequisite: MUSC-2160

In this course, the student studies, writes, and performs the phonetics and pronunciation of the International Phonetic Alphabet (IPA) as it applies to singing in German, French, and Spanish. Meeting time is two credits per week/arranged.

(2/30/0/0/0/0)

MUSC-2180
Applied Music: Guitar III

Prerequisite: MUSC-1380

In this course, the student studies the technical aspects of playing the guitar through scale and appropriate etudes. Appropriate solo literature relevant to the student's interest is incorporated. Credits to be arranged.

(1/15/0/0/0/0)

MUSC-2190
Applied Music: Guitar IV

Prerequisite: MUSC-2180

In this course, the student studies the technical aspects of playing the guitar through scale and appropriate etudes. Appropriate solo literature relevant to the student's interest is incorporated. Credits to be arranged.

(1/15/0/0/0/0)

MUSC-2455
Music Theory III

Prerequisite: MUSC-1475

Co-requisite: MUSC-2455L

This course is a continuation of MUSC-1475. Altered chords, chromatic modulation, and techniques for suspension of tonality are taught. The study of forms (both large and small) is continued. Keyboard application, sight singing, and dictation are not included in this class but are included in the accompanying lab.

(3/45/0/0/0/0)

MUSC-2455L
Music Theory Lab III

Prerequisite: MUSC-1475L

Co-requisite: MUSC-2455

(1/0/30/0/0/0)

MUSC-2475
Music Theory IV

Prerequisite: MUSC-2455

Co-requisite: MUSC-2475L

This course is a continuation of MUSC-2455. An overview of many of the "isms" of twentieth-century classical music (impressionism, serialism, etc.), the course includes a large composition component. Keyboard application, sight singing, and dictation are not included in this class, but are included in the accompanying lab.

(3/45/0/0/0/0)

MUSC-2475L
Music Theory Lab IV

Prerequisite: MUSC-2455L

Co-requisite: MUSC-2475

This course is a continuation of MUSC-1475L. Drawing extensively from the material covered by MUSC-2455, it is a continuing course in the study of aural perception and keyboard application of music theory.

(1/0/30/0/0/0)

Nursing

NURS-1410
Pharmacology I

Prerequisite: Admission to the Practical Nursing program

Co-requisites: LPNR-1250 and LPNR-1270

This course provides students with a working knowledge of the concepts of pharmacology, including classification, indication of use, mechanism of action, adverse effects, contraindications, drug interactions, and nursing responsibilities of safe medication administration. The nursing process, dosage calculations, client and family education, and age-appropriate techniques are incorporated as they apply safe administration of medications to clients of all ages. Selected content and drug classes examined in the course include basic math concepts, introduction to pharmacology, intravenous therapy, and drugs affecting the endocrine, immune, urinary, and gastrointestinal systems.

(2/22.5/15/0/0/0)

NURS-1480
Pharmacology II

Prerequisite: Completion of first semester of the Practical Nursing program

Co-requisites: LPNR-2280, LPNR-2290, and LPNR-2720

This theory course is a continuation of NURS-1410. The course explains drug effects on body systems not previously covered in NURS-1410 and focuses on classification, indication of use, mechanism of action, adverse effects, contraindications, drug interactions, and nursing responsibilities for safe medication administration. Students continue to use math computation skills for drug calculations. The course reinforces the nursing process and age-appropriate techniques as they apply to safe administration of medication to clients of all ages. Selected content and drug classes examined in this course include drugs affecting the cardiovascular, peripheral nervous, respiratory, neuromuscular, and central nervous systems, and drugs used to manage pain.

(2/30/0/0/0/0)

NURS-2000

National Council Licensure Exam-Registered Nurse (NCLEX-RN) Review

Prerequisite: Successful completion of any registered nurse curriculum or anticipated successful completion within the next six months of any registered nurse curriculum.

This course provides the student with a review of the categories and content included in the NCLEX-RN (National Council Licensure Examination - Registered Nurse), emphasizing an assessment-based, individualized plan of review.

(2/30/0/0/0/0)

Nursing (Assistant/Aide)

NURA-1195

Basic Nursing Assistant

Prerequisites:

- ***Be at least 16 years of age.***
- ***Be able to speak and understand English.***
- ***Cannot be convicted of a crime involving moral turpitude.***
- ***Successfully complete 80 clock credits of training and state testing approved by the Nebraska Department of Health and Human Services.***

This course is designed to provide students with the essential knowledge and skills to deliver basic care to resident/clients of healthcare facilities. Topics include: resident rights, communications, safety, observations, reporting and assisting residents/clients in maintaining basic comfort and safety. Upon completion of the course, the student will arrange to take a written or oral examination and will demonstrate skill competency. The course is designed to meet the training requirements of the federal and Nebraska state law for nursing assistants working in licensed facilities.

(4.5/45/35/0/0/0)

Nursing (Associate Degree)

ADNR-1000

Associate Degree Nursing (AD-N) Traditional Program Review for Readmission

Prerequisites:

- Successful completion of ATI critical thinking entrance exam with a minimum score of 60.
- Successful completion of TEAS exam with a score at Proficiency Level or higher.
- Entrance exam scores must be within past two years.
- Letter of desire to reenter the Associate Degree Nursing (AD-N) program must be sent to the Nursing Program Director by procedure deadline.

The student will be registered for the appropriate ADNR-1000 course when these criteria have been met.

Notes

- The student is only eligible to apply for readmission into the program for the academic year following withdrawal.
- The student can re-enter the program **one time only.**
- Completion of this course does no guarantee readmission into the program. There must be an opening in the current cohort for the student to be readmitted. The cohort group can hold a maximum of 16 students in the first year of the program and 24 students in the second year of the program.
- Upon successful completion of the re-entry course, the student must meet the physical, immunization, background check, CPR, liability insurance, and clinical orientation requirements of the program.
- This re-entry course must be completed at least two (2) weeks prior to the beginning date of the ADN course to be entered.

This pass/no pass course provides the student with an opportunity to demonstrate competence in the application of nursing theory and skills attained in successfully completed associate degree nursing courses (ADNR prefix courses) prior to reentry into the AD-N Program. Prior to demonstrating competence in skills, the student will review and update his/her knowledge of asepsis, sterile technique, positioning, range of motion exercises, safety measures, documentation, dosage calculation, medication administration principles and techniques, intravenous therapy, assessment, the nursing process, and nursing theoretical knowledge associated with previously successfully completed AD-N courses. The student will have access to videos and the nursing lab to practice the skills individually to refresh his/her knowledge prior to the class. Competence in the application of nursing theory and skills will be demonstrated through 100% accuracy on Nursing Program math exam, Level I score or greater proficiency on required ATI Content Mastery exams, clinical evaluation, clinical simulations, and return demonstrations.

(0.5/0/22.5/0/0/0)

ADNR-1005

Associate Degree Nursing (AD-N) Advanced Placement Review for Readmission

Prerequisites:

- Successful completion of HESI LPN-ADM entrance exam with a minimum score of 850.
- Successful completion of ATI critical thinking entrance exam with a minimum score of 60.
- Entrance exam scores must be within past two years.
- Current unencumbered LPN license.
- Letter of desire to reenter the Advanced Placement Associate Degree - Nursing (AD-N) program must be sent to the Nursing Program Director by procedure deadline.
- The student will be registered for the appropriate ADNR-2000 course when these criteria have been met.

Notes

- The student is only eligible to apply for readmission into the program for the academic year following withdrawal.
- The student can re-enter the program **one time only.**
- Completion of this course does no guarantee readmission into the program. There must be an opening in the current cohort for the student to be readmitted. The cohort group can hold a maximum of 16 students in the first year of the program and 24 students in the second year of the program.
- Upon successful completion of the re-entry course, the student must meet the physical, immunization, background check, CPR, liability insurance, and clinical orientation requirements of the program.
- This re-entry course must be completed at least two (2) weeks prior to the beginning date of the ADN course to be entered.

This pass/no pass course provides the student currently holding an unencumbered LPN license with an opportunity to demonstrate competence in application of nursing theory and skills attained in successfully completed Advanced Placement associate degree nursing courses (ADNR prefix courses) prior to reentry into the AD-N Program. Prior to demonstrating competence in skills, the students will review and update their knowledge of asepsis, sterile technique, positioning, range of motion exercises, safety measures, documentation, dosage calculation, medication administration principles and techniques, intravenous therapy, assessment, the nursing process, and nursing theoretical knowledge associated with previously successfully completed AD-N courses. The student will have access to videos and the nursing lab to practice the skills individually to refresh his/her knowledge prior to the class. Competence in application of nursing theory and skills will be demonstrated through 100% accuracy on Nursing Department math exam and Level I score or greater on required ATI Content Mastery Exams, clinical evaluation, clinical simulations, and return demonstrations.

(0.5/0/22.5/0/0/0)

ADNR-1112

Fundamentals of Nursing Practice

Prerequisite: Admission to the AD-N Program

Co-requisites: ADNR-1112L, ADNR-1132, ADNR-1160, and ADNR-1160L

This five (5) credit hour theory/lab/clinical course is an introduction to basic nursing concepts and skills. Utilizing the nursing process, evidence-based practice, and Maslow's Hierarchy, students learn the specific concepts needed for planning nursing care to address the client's physiologic, psychosocial, and developmental needs. Topics include, but are not limited to, activities of daily living, asepsis, and safety. Content in the course is presented in three (3) theory credit credits and in two (2) lab/clinical credit credits.

(5/45/0/0/90/0)

ADNR-1112L

Fundamentals of Nursing Practice Lab

Prerequisite: Admission to the AD-N Program

Co-requisite: ADNR-1112, ADNR-1132, ADNR-1160, and ADNR-1160L

ADNR-1122

Principles of Pharmacology I

Prerequisite: Admission to the AD-N Program

Co-requisites: ADNR-1134, ADNR-1141, ADNR-1141L, ADNR-1151, and ADNR-115L or permission of instructor.

This theory course provides an overview of basic concepts of pharmacotherapeutics, pharmacokinetics, and pharmacodynamics and safe medication administration. Selected drug classes examined in this course include:

- drugs affecting the gastrointestinal system;
- antibiotic agents;
- drugs for pain management;
- drugs affecting the peripheral and central nervous systems;
- drugs affecting the cardiovascular system;

- drugs affecting the respiratory system;
- drugs affecting the renal system; and
- drugs affecting the endocrine systems (excluding pituitary and adrenal agents).

Prototype agents for each class are examined, including indications, mechanism of action, precautions, contraindications, adverse effects, routes of administration and nursing implications, including client/family teaching.

(2/30/0/0/0/0)

ADNR-1132
Pathophysiology I

Prerequisite: BIOS-2250, BIOS-2260, and admission into the AD-N Program or permission of the instructor

This is the first part two (2) credit credits) of a two-part theory course in pathophysiology. This course focuses on the pathophysiologic basis for alterations in adult health. Concepts covered include selected alterations in protection, homeostasis, function, and regulation (i.e. cell and tissue biology, biology of cancer and tumor spread, integument, immunity, stress, comfort).

(2/30/0/0/0/0)

ADNR-1134
Pathophysiology II

Prerequisite: ADNR-1132 or permission of the instructor

This is the second part (two [2] credit credits) of a two-part theory course in pathophysiology. This course focuses on the pathophysiologic basis for alterations in adult health. Concepts covered include alterations in selected regulatory and homeostatic mechanisms and selected body systems (i.e. hormones, neurologic function, musculoskeletal, digestive, pulmonary, cardiovascular, and lymphatic systems).

(2/30/0/0/0/0)

ADNR-1141
Adult Health & Illness I

Prerequisite: ADNR-1112, ADNR-1112L, ADNR-1132, ADNR-1160, ADNR-1160L, and BIOS-2050

Co-requisites: ADNR-1122, ADNR-1134, and ADNR-1141L

This four (4) credit hour theory/lab/clinical course is the first of four courses presented to develop an understanding of health promotion and illness in the adult client. Emphasis is placed on the role of the registered nurse in providing client care as a member of an interdisciplinary healthcare team. The nursing process, evidence-based practice, and Maslow's Hierarchy are utilized as the conceptual bases for presentation of this material. Topics include the introduction to nursing care of the adult client; fluid, electrolyte and acid/base balance; perioperative care; skin integrity; musculoskeletal system; and upper gastrointestinal system. Content in the course is presented in two (2) theory credit credits and two (2) lab/clinical credit credits. Clinical and simulated activities provide students with experience in client care.

(4/30/0/0/90/0)

ADNR-1141L
Adult Health & Illness I Lab/Clinical

Prerequisite: ADNR-1112, ADNR-1112L, ADNR-1132, ADNR-1160, ADNR-1160L, and BIOS-2050

Co-requisites: ADNR-1122, ADNR-1134, and ADNR-1141

ADNR-1151
Adult Health & Illness II

Prerequisite: ADNR-1112, ADNR-1112L, ADNR-1132, ADNR-1141, ADNR-1141L, ADNR-1160, ADNR-1160L, and BIOS-2050

Co-requisites: ADNR-1122 ADNR-1134, and ADNR-1151L

This four (4) credit hour theory/lab/clinical course is the second of four courses presented to develop an understanding of health promotion and illness in the adult client. Emphasis is placed on the role of the registered nurse in providing client care as a member of an interdisciplinary healthcare team. The nursing process, evidence-based practice, and Maslow's Hierarchy are utilized as the conceptual bases for presentation of this material. Topics include intestinal, respiratory and cardiovascular systems as well as care of the client with diabetes mellitus. Content in the course is presented in two (2) theory credit credits and two (2) lab/clinical credit credits. Clinical and simulated activities provide students with experience in client care.

(4/30/0/0/90/0)

ADNR-1151L
Adult Health & Illness II Lab/Clinical

Prerequisite: ADNR-1112, ADNR-1112L, ADNR-1132, ADNR-1141, ADNR-1141L, ADNR-1160, ADNR-1160L, and BIOS-2050

Co-requisites: ADNR-1122 ADNR-1134, and ADNR-1151

ADNR-1160

Health Assessment

Prerequisite: Admission to the AD-N program or instructor consent

Co-requisite: ADNR-1160L

This two (2) credit hour theory/lab course addresses health assessment of adult clients and facilitates development of competencies in assessment techniques. Health assessment includes analysis and interpretation of data from multiple sources including, but not limited to, laboratory and radiological reports; growth and development milestones; and health appraisal of physical, mental, nutritional, psychosocial, and cultural information. Critical thinking is emphasized. Domestic violence assessment is also addressed.

(2/22.5/15/0/0/0)

ADNR-1160L

Health Assessment Lab/Clinical

Prerequisite: Admission to the AD-N program or instructor consent

Co-requisite(s): ADNR-1160

ADNR-2112

Care of the Older Adult

Prerequisite: Successful completion of the first two (2) semesters for the traditional AD-N program or admission to the Advanced Placement (AP) program.

Co-requisites: ADNR-1160 and ADNR-1160L (if not completed before admission), ADNR-2112L, ADNR-2122, ADNR-2122L, ADNR-2126, ADNR-2126L, ADNR-2141, and ADNR-2141L

This theory/lab/clinical course is presented to develop an understanding of health promotion, individualized aging, complexity of care, and vulnerabilities common to the older adult patient. Emphasis is placed on the role of the registered nurse as a member of an interdisciplinary healthcare team. The nursing process, evidence-based practice, and Maslow's Hierarchy are utilized as the conceptual bases for presentation of this material. Topics include theories and concepts of aging, communication, assessment and technical skills, illness and disease management, ethical competencies, and coordination of care as they apply to the older adult patient. Content in the course is presented in two (2) theory credit credits and one half (0.5) lab/clinical credit hour. Clinical and simulated activities provide students with experience in client care.

(2.5/30/0/0/22.5/0)

ADNR-2112L

Care of The Older Adult Lab/Clinical

Prerequisite: Successful completion of the first two (2) semesters for the traditional AD-N program or admission into the Advanced Placement (AP) program.

Co-requisites: ADNR-1160 and ADNR-1160L (if not completed before admission), ADNR-2112, ADNR-2122, ADNR-2122L, ADNR-2126, ADNR-2126L, ADNR-2141, and ADNR-2141L

ADNR-2122

Principles of Pharmacology II

Prerequisite: Successful completion of the first two (2) semesters of the traditional AD-N program or admission into the Advanced Placement (AP) program.

Co-requisites: ADNR-1160 and ADNR-1160L (if not completed before admission), ADNR-2112, ADNR-2112L, ADNR-2122L, ADNR-2126, ADNR-2126L, ADNR-2141, and ADNR-2141L

This theory/lab course examines the pharmacotherapeutics, pharmacokinetics, and pharmacodynamics of selected drug classifications, and safe intravenous therapy. Drug classes and therapeutic products explored in this course include:

- antiseptic and disinfecting agents;
- vitamins, minerals, and nutritional supplements;
- enteral and parenteral nutrition;
- fluid and electrolytes;
- blood and blood products;
- coagulation modifiers;
- drugs affecting the endocrine system (pituitary and adrenal agents);
- selected cardiovascular drugs (positive inotropic, antianginal); and
- anti-infectives (antivirals, TB, anti-fungals, anti-malarials, minoglycosides).

Selected prototype agents for each drug classification are examined including indications, mechanism of action, cautions, contraindications, adverse effects, routes of administration, and nursing implications including client/family teaching. Pharmacologic principles, standards and research evidence for intravenous therapy is also explored.

(2/22.5/15/0/0/0)

ADNR-2122L

Principles of Pharmacology II Lab/Clinical

Prerequisite: Successful completion of the first two (2) semesters of the traditional AD-N program or admission into the Advanced Placement (AP) program.

Co-requisites: ADNR-1160 and ADNR-1160L (if not completed before admission), ADNR-2112, ADNR-2112L, ADNR-2122, ADNR-2126, ADNR-2126L, ADNR-2141, and ADNR-2141L

ADNR-2124

Principles of Pharmacology III

Prerequisite: Successful completion of the first three (3) semesters of the traditional AD-N program or successful completion of the first semester of the Advanced Placement (AP) program.

Co-requisites: ADNR-2112, ADNR-2112L, ADNR-2126, ADNR-2126L, ADNR-2151, and ADNR-2151L,

This theory course expands on the concepts of pharmacotherapeutics, pharmacokinetics, and pharmacodynamics explored in Pharmacology I and II. Drug classifications and prototypes examined in this course include those commonly used in patients with complex health problems. The drug classifications included are:

- cardiovascular agents (antidysrhythmics);
- immune and biologic modifiers;
- chemotherapeutic and anti-rheumatoid agents;
- selected antihypertensive agents (vasopressin, nitroprusside);
- blood forming agents;
- selected blood coagulation modifiers (e.g. thrombolytics); and
- osmotic diuretics.

(1/15/0/0/0/0)

ADNR-2126

Psychiatric/Mental Health Nursing

Prerequisite: Successful completion of the first two (2) semesters of the traditional AD-N program or admission into the Advanced Placement (AP) program.

Co-requisites: ADNR-1160 and ADNR-1160L (if not completed before admission), ADNR-2112, ADNR-2112L, ADNR-2122, ADNR-2122L, ADNR-2126L, ADNR-2141, and ADNR-2141L

In this theory/lab/clinical course, the student is introduced to basic concepts of psychiatric/mental health. The course emphasizes neurobiological theory, assessment, therapeutic communication, patient and family teaching, community resources, and pharmacology. The course includes concepts of care for the adolescent, adult, and older adult with psychiatric/mental health disorders. Continuing themes of growth and development across the life span, socio-cultural dimensions, patient advocacy, and ethical standards are also explored. Traditional psychotherapeutic and integrative health therapies are addressed. Clinical and simulated activities provide students with experience in patient care.

(3/37.5/0/0/22.5/0)

ADNR-2126L

Psychiatric/Mental Health Nursing Lab/Clinical

Prerequisite: Successful completion of the first two (2) semesters of the traditional AD-N program or admission into the Advanced Placement (AP) program.

Co-requisites: ADNR-1160 and ADNR-1160L (if not completed before admission), ADNR-2112, ADNR-2112L, ADNR-2122, ADNR-2122L, ADNR-2126, ADNR-2141, and ADNR-2141L

ADNR-2134

Maternal Child Nursing

Prerequisite: Successful completion of the first three (3) semesters of the traditional AD-N program or successful completion of the first semester of the Advanced Placement (AP) program.

Co-requisites: ADNR-2124, ADNR-2124L, ANDR-2134L, ADNR-2151, ADNR-2151L, ADNR-2175, and ADNR-2175L

This theory/lab/clinical course focuses on the childbearing and childrearing family. Utilizing the nursing process and evidence-based practice, the holistic needs of the childbearing and childrearing family will be discussed. These concepts also will be used when planning care and patient teaching in the clinical area for these families. Theories of growth and development, cognitive development, and adaptation will be explored. Clinical and simulated activities provide students with experience in patient care.

(3.5/37.5/0/0/45/0)

ADNR-2134L

Maternal Child Nursing Lab/Clinical

Prerequisite: Successful completion of the first three (3) semesters of the traditional AD-N program or successful completion of the first semester of the Advanced Placement (AP) program.

Co-requisites: ADNR-2124, ADNR-2124L, ADNR-2134, ADNR-2151, ADNR-2151L, ADNR-2175, and ADNR-2175L

ADNR-2141
Adult Health & Illness III

Prerequisite: Successful completion of the first two (2) semesters of the traditional AD-N program or admission into the Advanced Placement (AP) program.

Co-requisites: ADNR-2112, ADNR-2112L, ADNR-2122, ADNR-2122L, ADNR-2126, ADNR-2126L, and ADNR-2141L

This four (4) credit hour theory/lab/clinical course is the third of four courses presented to develop an understanding of health promotion and illness in the adult client. Emphasis is placed on the role of the registered nurse as a member of an interdisciplinary healthcare team in providing client care. The nursing process, evidence-based practice, and Maslow's Hierarchy are utilized as the conceptual bases for presentation of this material. Topics include an introduction to the immune, hematologic, and renal systems, as well as selected theories and concepts related to community-based nursing. Content in the course is presented in two (2) theory credit credits and in two (2) lab/clinical credit credits. Clinical and simulated activities provide students with experience in client care.

(4/30/0/0/90/0)

ADNR-2141L
Adult Health & Illness III Lab/Clinical

Prerequisite: Successful completion of the first two (2) semesters of the traditional AD-N program or admission into the Advanced Placement (AP) program.

Co-requisites: ADNR-2112, ADNR-2112L, ADNR-2122, ADNR-2122L, ADNR-2126, ADNR-2126L, , and ADNR-2141

ADNR-2151
Adult Health & Illness IV

Prerequisite: Successful completion of the first three (3) semesters of the traditional AD-N program or successful completion of the first semester of the Advanced Placement (AP) program.

Co-requisite: ADNR-2124, ADNR-2134, ADNR-2134L, ADNR-2151L, ADNR-2175, and ANDR-2175L

This theory/lab/clinical course is the final of four courses presented to develop an understanding of health promotion and illness in the adult patient. Emphasis is placed on the role of the registered nurse as a collaborative member of a healthcare team in the provision of patient care. The nursing process, evidence-based practice, and Maslow's Hierarchy are utilized as the conceptual bases for presentation of this material. Topics include the examination of emergency care and disaster preparedness concepts as well as complex, multi-system, and high acuity health problems:

- Cardiovascular (i.e. dysrhythmias, shock, acute coronary syndromes)
- Respiratory (i.e. acute respiratory distress syndrome, respiratory failure)
- Neurological (i.e. spinal cord injury, CVA, traumatic brain injury)
- Endocrine (i.e. pituitary, adrenal, thyroid, and parathyroid)

Clinical and simulated activities provide students with experience in patient care.

(3.5/30/0/0/67.5/0)

ADNR-2151L
Adult Health & Illness IV Lab/Clinical

Prerequisite: Successful completion of the first three (3) semesters of the traditional AD-N program or successful completion of the first semester of the Advanced Placement (AP) program.

Co-requisite: ADNR-2124, ADNR-2134, ADNR-2134L, ADNR-2151, ADNR-2175, and ANDR-2175L

ADNR-2175
Transition to Nursing Practice

Prerequisite: Successful completion of the first three (3) semesters of the traditional AD-N program or successful completion of the first semester of the Advanced Placement (AP) program.

Co-requisite: ADNR-2124, ADNR-2134, ADNR-2134L, ADNR-2151, ADNR-2151L, and ANDR-2175L

This theory and lab/clinical course focuses on advancing the student's understanding of the roles and responsibilities of the registered nurse as a member of society, the nursing profession, and the interdisciplinary team in complex healthcare environments. The course emphasizes integration of leadership, communication, collaboration, management, and teaching/learning principles with knowledge from prior coursework to enrich clinical reasoning skills. Topics include historical perspectives; legal, ethical, and bioethical issues; quality management; nursing informatics; evidence-based practice; transition from novice to expert; and continuing education and career development as applied in clinical practice and personal plans for development

(3.5/22.5/0/0/90/0)

ADNR-2175L

Transition to Nursing Practice Lab/Clinical

Prerequisite: Successful completion of the first three (3) semesters of the traditional AD-N program or successful completion of the first semester of the Advanced Placement (AP) program.

Co-requisite: ADNR-2124, ADNR-2134, ADNR-2134L, ADNR-2151, ADNR-2151L, and ANDR-2175

Nursing (Practical)

LPNR-1110

Body Structure & Function

Prerequisite: ENGL-0070, ENGL-0065 or ACCUPLACER® (or other appropriate placement test)

This course is planned to give the practical nursing student a working knowledge of body structure and function from cells to body systems.

(4/60/0/0/0/0)

LPNR-1235

Practical Nursing (PN) Review for Readmission

Prerequisite:

Letter of desire to reenter the Practical Nursing (PN) program must be sent to the Nursing Program Director by procedure deadline.

The student will be registered for the appropriate LPNR-1235 course when these criteria have been met.

Objectives

- A student is only eligible to apply for readmission into the program for the academic year following withdrawal.
- A student can re-enter the program one time only.
- Completion of this course does not guarantee readmission into the program. There must be an opening in the current cohort for the student to be readmitted.
- Upon successful completion of the reentry course, the student must meet the physical, immunization, background check, CPR, liability insurance, and clinical orientation requirements of the program.
- This reentry course must be completed at least 2 (two) weeks prior to the beginning date of the PN course to be entered.

This pass/no pass course provides the student with an opportunity to demonstrate competence in application of nursing theory and skills attained in successfully completed practical nursing courses (LPNR prefix courses) prior to reentry into the PN program. Prior to demonstrating competence in skills, the students will review and update their knowledge of asepsis, sterile technique, positioning, range of motion exercises, safety measures, documentation, dosage calculation, medication administration principles and techniques, practical nursing intravenous therapy, data collection, the nursing process, and nursing theoretical knowledge associated with previously successfully completed PN courses. The student will have access to videos and the nursing lab to practice the skills individually to refresh their knowledge prior to the class. Competence in application of nursing theory and skills will be demonstrated through 100% accuracy on math exam, Level I score or greater proficiency on required ATI Content Mastery Exams, clinical evaluation, clinical simulations, and return demonstrations.

(0.5/0/22.5/0/0/0)

LPNR-1250

Concepts of Nursing

Prerequisite: Admission to the Practical Nursing program

Co-requisite: LPNR-1250L and NURS-1480

This theory/lab course is an introduction to nursing which focuses on basic nursing concepts, utilization of the nursing process, communication skills, legal and ethical issues related to nursing practice, and inquiry-based practice and skills necessary to provide patient-centered care within the scope of the practical nurse. The nursing process and theories of basic human needs are utilized in organizing delivery of inquiry based practice. Students will practice basic nursing skills in a laboratory, and/or simulated experiences. This is a seven (7) credit hour course: three (3) credit credits for theory and four (4) credit credits for laboratory experiences.

(7/45/120/0/0/0)

LPNR-1250L

Concepts of Nursing Lab

Prerequisite: Admission to the Practical Nursing program or permission of the instructor.

Co-requisite: LPNR-1250

LPNR-1270

Medical/Surgical Nursing I

Prerequisite: Admission to the Practical Nursing Program and successful completion of LPNR-1250.

Co-requisite: LPNR-1270C

In the medical/surgical nursing courses, a holistic approach is utilized to present the adult patient's health-illness continuum through the life span. Topics covered in

Medical/Surgical Nursing I are health-illness issues related to fluid and electrolytes; care of the surgical patient; oncology; and endocrine, immune, renal, integumentary, and gastrointestinal systems. Students are provided with clinical experiences to enrich their learning and abilities in the application of nursing interventions within the scope of the practical nurse. This is a 5.5 credit hour course: three (3) credit credits of theory and 2.5 credit credits for laboratory/clinical experiences.

(5.5/45/0/0/112.5/0)

LPNR-1270C
Medical/Surgical Nursing I Clinical

Prerequisite: Admission to the Practical Nursing Program

Co-requisite: LPNR-1270

LPNR-2280
Medical/Surgical Nursing II

Prerequisite: Successful completion of the second semester of the Practical Nursing program.

Co-requisites: LPNR-2280C, LPNR-2720, and NURS-1480

In the medical/surgical nursing courses, a holistic approach is utilized to present the adult patient's health-illness continuum through the life span. Topics covered in Medical/Surgical Nursing II are health-illness issues related to respiratory, hematology, cardiovascular, musculoskeletal, neurological/sensory, behavioral health, and integumentary part II. Students are provided with clinical experiences to enrich their learning and abilities in the application of nursing intentions within the scope of the practical nurse. This is a 5.5 credit hour course: 3 credit credits for theory and 2.5 credit credits for laboratory/clinical experiences.

(5.5/45/0/0/112.5/0)

LPNR-2280C
Medical/Surgical Nursing II Clinical

Prerequisite: Successful completion of the second semester of the Practical Nursing program.

Co-requisite: LPNR-2280

LPNR-2290
Care of the Family

Prerequisite: Successful completion of the second semester of the Practical Nursing program.

Co-requisites: LPNR-2290C, LPNR-2720, and NURS-1480

Fundamental concepts of the childbearing and childrearing family are explored. Emphasis is placed on basic human needs, growth and development, communication, and appropriate caring behaviors in each phase. Students will be given patient experience in obstetrics and pediatrics in the acute care facility as available and in the community to apply the concepts learned in theory with the scope of the practical nurse. This is a 5.5 credit hour course: 3 credit credits for theory and 2.5 credit credits for laboratory/clinical experiences.

(5.5/45/0/0/112.5/0)

LPNR-2290C
Care of the Family Clinical

Prerequisite: Successful completion of the second semester of the Practical Nursing program.

Co-requisite: LPNR-2290

LPNR-2720
Strategies for the LPN in Practice

Prerequisite: Successful completion of the second semester of the Practical Nursing program.

Co-requisites: LPNR-2260, LPNR-2260L, LPNR-2630, and NURS-1480

This theory course is designed to assist the graduate practical nurse transitioning into the new role as an integral member of the health care team. Topics to be addressed include: licensure, workplace communication, current legal/ethical issues, management/leadership roles, health care environment, informatics in nursing, and a perspective on the profession of nursing.

(2/30/0/0/0/0)

LPNR-2725
Intravenous Therapy for the Licensed Practical Nurse

Prerequisite: Current State of Nebraska LPN license or a current license in a compact state under the Nurse Licensure Compact Act.

This course is designed to prepare the Licensed Practical Nurse with essential intravenous therapy knowledge to meet re-licensure requirements in the State of Nebraska.

(1/8/14/0/0/0)

Personal Development

PRDV-1010
Achieving College Success

This course is designed to help students create greater success in college and life. It will teach proven strategies for producing greater academic, professional, and personal success.

(3/45/0/0/0/0)

Philosophy

PHIL-1010

Introduction to Philosophy

Prerequisite: ENGL-0065, ENGL-0070, or ACCUPLACER® (or other appropriate placement test)

Satisfies humanities requirement for an AA degree

This course introduces students to the components of philosophy through readings from the history of philosophy (ancient, modern, and contemporary) combined with the examination of topics such as metaphysics, logic, ethics, epistemology, aesthetics, philosophy of religion, freedom, and self-identity. The course exposes students to a range of ideas and readings representing a variety of cultural and ethnic backgrounds.

(3/45/0/0/0/0)

PHIL-1060

Introduction to Ethics & Current Issues in Philosophy

Prerequisite: ENGL-0065, ENGL-0070, or ACCUPLACER® (or other appropriate placement test)

Satisfies humanities requirement for an AA degree.

This course surveys a variety of current issues in relation to attempts made by philosophers to examine and resolve them. Specific issues covered vary by semester, but typically include topics such as the death penalty, abortion, euthanasia, artificial intelligence/computers, pornography and sexual morality, human cloning, racial and sexual discrimination, church/state balance, animal rights, drug policy, war, and torture.

(3/45/0/0/0/0)

PHIL-1150

Critical and Creative Thinking

Prerequisite: ENGL-0065, ENGL-0070, or ACCUPLACER® (or other appropriate placement test)

Satisfies humanities requirement for an AA degree.

An introduction to the study of arguments and reasoning with an emphasis on the principles of formal reasoning and their application. This course will examine the objective analysis, evaluation of arguments, and ways of improving critical thinking skills. Students will gain proficiency with systems of formal reasoning and construct sound arguments based on relevant evidence.

(3/45/0/0/0/0)

PHIL-2250

Environmental Ethics

Prerequisite: ENGL-0065, ENGL-0070, or ACCUPLACER® (or other appropriate placement test) PHIL-1010 or PHIL-1060 is recommended but not required

Satisfies humanities requirement for an AA degree.

This course examines ethical questions arising from the interaction of human beings with the environment, including questions such as: What is moral value and where does it come from? Do things in what is often called “nature,” such as individual organisms, species, or ecosystems, have moral value beyond their usefulness to human beings? Do humans have a moral obligation to preserve natural environments and protect biodiversity? How should we respond to global environmental challenges such as resource depletion, population growth and climate change?

(3/45/0/0/0/0)

PHIL-2610/RELS-2610

Comparative Religions

Cross-listed as PHIL-2610/RELS-2610 Comparative Religions/Introduction to Comparative Religion

Prerequisite: ENGL-0065, ENGL-0070, or ACCUPLACER® (or other appropriate placement test)

Satisfies humanities requirement for an AA degree.

This course offers a cross-cultural introduction to the world's major religious/philosophical traditions or faith systems through a comparison of historical origins, rituals, beliefs, practices, worldviews, original religious texts, and other important sources. This course offers an interdisciplinary approach to the study of religion and various approaches to the study of religious systems.

(3/45/0/0/0/0)

Photography

PHOT-1900

Black/White Photography I

This course places emphasis on camera operation and black and white photography including all phases of darkroom operation. Accessories and their use are fully covered. Students learn camera use and practice theories with actual photo requirements assigned. Note: Students must have access to a camera to carry out the assignments.

(3/45/0/0/0/0)

PHOT-1920
Black/White Photography II

Prerequisite: PHOT-1900

This course is a continuation of PHOT-1900 with additional instruction in camera operation and darkroom principles and techniques. Note: Students must have access to a camera to carry out the assignments.

(3/45/0/0/0/0)

Physical Education

PHED-1024
Yoga-Flex (Flexibility Through Yoga)

Students participate in a course designed to introduce them to basic yoga techniques and postures that improve their flexibility, balance, and overall strength.

(1/32/0/0/0/0)

PHED-1026
Yoga/Pilates Mix

Students participate in a course designed to introduce them to both basic yoga and Pilates postures and moves progressing to more advanced forms of both.

(1/32/0/0/0/0)

PHED-1029
Dance Fitness

Students participate in an aerobic format designed for cardiovascular development, muscle toning and flexibility, coordination, and overall body conditioning. Students are taught easy to follow steps/movements to four basic Latin rhythms (meringue, salsa, cumbia, reggae ton) along with dance elements from hip hop/pot and Bollywood music to create a dynamic fitness program.

(1/32/0/0/0/0)

PHED-1035
Cardio Fitness

Students participate in an anaerobic format designed for cardiovascular development, muscle toning and flexibility, coordination, and overall body conditioning. Students will be taught easy to follow steps and movements along with a creative dynamic fitness program.

(1/32/0/0/0/0)

PHED-1060
Baseball: Men

This course is designed for student athletes. Fundamentals of hitting, throwing, and catching as well as the role of the defensive player are covered. Most of the class time is devoted to actual play of the game.

(.5/16/0/0/0/0)

PHED-1080
Soccer

This course is designed for student athletes. It covers attacking principles, defensive principles, organization of soccer, organization of practice, and skill work

(.5/16/0/0/0/0)

PHED-1085
Basketball

This course is designed for student athletes. Fundamentals of communication, teamwork, passing, dribbling, and shooting, as well as the role of the defensive player are covered. Most of the class time is devoted to actual play of the game.

(.5/16/0/0/0/0)

PHED-1390
Softball

This course is designed for student athletes. The rules and play of the game are stressed. Fundamentals of catching, batting, pitching, base running, and strategy are essential parts of this course. Offensive and defensive strategies are covered.

(.5/16/0/0/0/0)

PHED-1490
Volleyball

This course is for student athletes. The student works toward mastering the techniques involved in both playing and officiating. Skills such as the pass, set, and spike are stressed, along with offensive and defensive strategies.

(.5/32/0/0/0/0)

PHED-1550
Weight Training

This course is designed for student athletes and consists of instruction in weight lifting and body building programs. Proper fundamental skill techniques for the various types of exercises are taught and practiced.

(.5/16/0/0/0/0)

PHED-1551

Weight Training

This course consists of instruction in weight lifting and body building programs. Proper fundamental skill techniques for the various types of exercises are taught and practiced.

(1/32/0/0/0/0)

Physical Education/Coaching

ATHC-1100

Introduction to Recreation

Designed to orient the beginning recreation major in the scope, breadth, and nature of the professional recreation education program. Students are also made aware of the influence of leisure on American society.

(3/45/0/0/0/0)

ATHC-1200

Psychology of Sports

Prerequisite: PSYC-1810

This is a course written for students who are interested in learning about sport and exercise psychology and in using that knowledge in an applied setting. Information is based on material covered in Introduction to Psychology.

(3/45/0/0/0/0)

ATHC-1300

Introduction to Sports Administration

This course provides an overview of all facets of sports including management, career opportunities, marketing and promotion, public relations, fund raising, and event and facilities management. Students in sports administration combine their classroom instruction with practical experiences.

(3/45/0/0/0/0)

ATHC-1311

Sports Officiating Volleyball

This course provides students with the knowledge and expertise necessary to officiate a volleyball game in physical education classes, intramurals, and interscholastically. It includes the basic fundamental skills on officiating as well as the rules and mechanics of volleyball.

(2/15/0/0/0/0)

ATHC-1321

Sports Officiating Soccer

This course provides students with the knowledge and expertise necessary to officiate a soccer game in physical education classes, intramurals, and interscholastically. It includes the basic fundamental skills on officiating as well as the rules and mechanics of soccer.

(2/15/0/0/0/0)

ATHC-1350

Social Issues in Sports

This course is a study of how sports influence the development of children and adolescents. Students are introduced to the issue of gender and sports, interplay of race and sports, and other current issues and debates in sport.

(3/45/0/0/0/0)

ATHC-1400

Sports Marketing

This course provides a range of topics for those students interested in sports marketing. This course also identifies influences on consumer and organizational buyer behavior while analyzing pricing strategies and tactics in the sports industry. The students conduct marketing research in the sporting industry to gain an insight on how to market a variety of sports programs.

(3/45/0/0/0/0)

ATHC-1510

Sports Facility Management

The purpose of this course is to provide students with an introduction to the planning and management of sports facilities. The course focuses on elements of planning, design, and management, while examining functions related to maintenance, security, operations, and evaluation. The course emphasizes problem solving utilizing class discussions guest speakers and facility site visitations as feasible.

(3/45/0/0/0/0)

ATHC-1700

First Aid

The student studies standard first aid practices and procedures. This does not count as a physical education activity class.

(2/30/0/0/0/0)

ATHC-1710

Introduction to Physical Education

This course addresses the nature and scope of physical education; the philosophy of physical education as part of general education; the relationship of physical education to health, recreation, camping, and outdoor education; changing concepts of physical education; leadership in physical education; and the profession of physical education. This does not count as a physical education activity class.

(3/45/0/0/0/0)

ATHC-1730

Introduction to Coaching

A course designed for the prospective coach. The course encompasses development of a coaching philosophy, coaching character and ethics, communication skills, motivating athletes, skill progression, conditioning, strategies, psychological and organizational aspects of the game, battling drugs and alcohol, management of a team, relationships, and risk management.

(3/45/0/0/0/0)

ATHC-1780

Coaching Baseball

Prerequisite: ATHC-1730 or Instructor Consent

This course is designed for the prospective baseball coach. This course covers a wide range of material from basic fundamentals to team strategy. This course encompasses skill progression, conditioning, strategies, psychological, and organizational aspects of the game.

(2/30/0/0/0/0)

ATHC-1790

Personal Health

This course is a study of the factors involved in producing optimum healthful living, including the interrelationship between emotional and physical health. This does not count as a physical education activity class.

(3/45/0/0/0/0)

Physical Sciences

PHYS-1070

Astronomy

Co-requisite: PHYS-1070L

This is a descriptive course on the origin and evolution of the universe, solar system, stars, galaxies, and beyond, including nighttime observations with telescopes.

(4/45/30/0/0/0)

PHYS-1070L

Astronomy Lab

Co-requisite: PHYS-1070

PHYS-1100

Physical Science

Co-requisite: PHYS-1100L

This is a survey course in the physical sciences with emphasis on scientific processes. The course includes topics from chemistry, physics, astronomy, geology, and meteorology. A scheduled laboratory supplements classroom activities.

(4/45/30/0/0/0)

PHYS-1100L

Physical Science Lab

Co-requisite: PHYS-1100

PHYS-1200

Earth and Space Science

Co-requisite: PHYS-1200L

This course provides a survey of the four sub-disciplines of Earth science: astronomy, geology, meteorology, and oceanography. The processes and features related to the Earth's surface, interior, atmosphere, oceans, and astronomical surroundings are actively investigated. Analyses of the interrelationships among the four sub-disciplines are included. The course will demonstrate how the laws of nature provide a logical explanation for the physical workings of Earth as well as the universe. Laboratory experiences related to the study of these topics are made available.

(4/45/30/0/0/0)

PHYS-1200L

Earth and Space Science Lab

Co-requisite: PHYS-1200L

PHYS-1225

Science of Sports

Co-requisite: PHYS-1225L

This course is intended for non-science majors interested in understanding how scientific principles relate to various sports activities and sports performance. The course will use sports as the delivery platform in introducing and discussing first-year physics concepts such as kinematics, Newton's laws of motion, and conservation of momentum and energy. Focus will be on analyzing and understanding real-life sports examples using basic algebra, approximation, and qualitative arguments.

Note that this course will not satisfy physics requirements for science majors.

(4/45/30/0/0/0)

PHYS-1225L

Science of Sports Lab

Co-requisite: PHYS-1225

PHYS-1300

Physics I

Prerequisite: MATH-1210, concurrent enrollment, or ACCUPLACER® (or other appropriate placement test)

Co-requisites: PHYS-1300L and PHYS-1300R

This course is a study of the fundamental principles of physical science including mechanics, wave motion, sound, and heat. The course is designed to provide students with an understanding of physical phenomena and a background of physical principles to aid in the study of many science related fields.

(5/45/30/0/15/0)

PHYS-1300L

Physics I Lab

Co-requisites: PHYS-1300 and PHYS-1300R

PHYS-1300R

Physics I Recitation

Co-requisites: PHYS-1300 and PHYS-1300L

PHYS-1350

Physics II

Prerequisite: PHYS-1300

Co-requisites: PHYS-1350L and PHYS-1350R

A continuation of PHYS-1300, this course includes studies of magnetism, electricity, electronics, light, atomic structure, and a brief introduction to modern physics.

(5/45/30/0/15/0)

PHYS-1350L

Physics II Lab

Co-requisites: PHYS-1350 and PHYS-1350R

PHYS-1350R

Physics II Recitation

Co-requisites: PHYS-1350 and PHYS-1350L

PHYS-2400

Physics I with Calculus

Prerequisite: MATH-1600 or PHYS-1300

Co-requisites: PHYS-2400L and PHYS-2400R

This is a calculus-based study of the fundamental principles of physics, including classical mechanics, thermodynamics, and waves and sound. This course is designed to prepare the student in physical principles for entry into engineering and other physical science courses.

(5/45/30/0/15/0)

PHYS-2400L

Physics I with Calculus Lab

Co-requisites: PHYS-2400 and PHYS-2400R

PHYS-2400R

Physics I with Calculus Recitation

Co-requisites: PHYS-2400 and PHYS-2400L

PHYS-2450

Physics II with Calculus

Prerequisites: MATH-2150 and PHYS-2400

Co-requisites: PHYS-2450L and PHYS-2450R

This course is a continuation of PHYS-2400. It is a calculus-based course involving principles of electricity and magnetism, light and optics, and elements of modern physics. The course is designed for engineers and physical scientists.

(5/45/30/0/15/0)

PHYS-2450L

Physics II with Calculus Lab

Co-requisites: PHYS-2450 and PHYS-2450R

PHYS-2450R

Physics II with Calculus Recitation

Co-requisites: PHYS-2450 and PHYS-2450L

Political Science

POLS-1000

American Government

Prerequisite: ENGL-0065, ENGL-0070, or ACCUPLACER® (or other appropriate placement test)

A study of the functioning of the political system through an analysis and application of its underlying theories.

(3/45/0/0/0/0)

POLS-1600

International Relations

Prerequisite: ENGL-0065, ENGL-0070, or ACCUPLACER® (or other appropriate placement test)

This course studies the behavior of states in their relations with one another, drawing not only on diplomatic history but also on psychology, economic, and political theory. The course examines the last decade and the changes that have taken place in U.S. relationships with Asia, Africa, Russia, and Latin America; the relationships between those other countries; and in the technology of war and the variants of peaceful attempts at conflict resolution.

(3/45/0/0/0/0)

Powerline Construction & Maintenance Technology

UTIL-1000

Introduction to Powerline Basics, Safety & Climbing

This course serves as an introduction to the electric system. The process begins with a macro perspective of the transmission of power throughout the country with interconnection forming a network of electric facilities all across the continent. A schematic of a typical electric system generation and distribution flow serves as a basis for a systematic analysis of the generating station to the distribution transformers. The unit breaks down to the micro perspective of a typical electric system that allows for the movement of electrons in a circuit causing the flow of electricity and the discovery of the relationship that exists between voltage, current, and resistance. The course also includes the study of the proper use of equipment, materials, and specifications for construction of various distribution systems and the proper use and handling of ropes and related hardware in line construction. Proper and safe climbing techniques are a major element in the orientation. Trainees create an awareness for safety with electric utilities and develop the knowledge necessary to address the safety precautions that should be taken before, during, and when completing a job. **NOTE:** The student must successfully pass all climbing skill evaluations at the Pole Lab to advance to UTIL-1300 and UTIL-1400.

(9/90/0/135/0/0)

UTIL-1300

Electrical Theory/Concepts for the Powerline Industry

Prerequisite: UTIL-1000

This course introduces basic electrical theory and concepts as it relates to the power line industry. Topics include power, protective equipment, batteries, no load tap changers, voltage regulation, magnetism, transformer ratings, consumer services, primary and secondary system voltages, overcurrent/overvoltage protective devices, and street lighting systems. Safety issues are also addressed.

(9/90/0/135/0/0)

UTIL-1400

Overhead Powerline Construction

Prerequisite: UTIL-1000

This course takes an in-depth look at single-phase overhead primary construction and Rural Utilities Services (RUS) standards. Students also conduct pole top rescues, operate a digger derrick truck, and utilize materials and equipment necessary for overhead construction. In addition, topics covered include joining, stringing, and sagging of line conductors; the use of hot line tools; series, parallel, and combination DC circuits; and step voltage regulators. Basic construction principles and safety awareness are emphasized.

(9/90/0/135/0/0)

UTIL-2300

Underground Powerline Construction & Transformer Connections

Prerequisites: UTIL-1000, UTIL-1300, and UTIL-1400

This course takes an in-depth look at underground power delivery systems, including underground cable, URD terminations, splicing, and fault locating. Safe work

practices associated with underground power systems are also discussed. Additionally, transformer connections, single-phase, and three-phase are covered to provide the student with a working knowledge of primary and secondary voltage ratings and how to achieve different voltage levels according to customer needs. Rural Utilities Service (RUS) specifications for overhead three-phase construction are also discussed.

(9/90/0/135/0/0)

UTIL-2400
Electric Utility Operations

Prerequisites: UTIL-1000, UTIL-1300, and UTIL-1400

This course examines customer relations for people in the electric utility industry. Topics include internal and external customers, appropriate customer communication, keeping customers satisfied, and getting customer feedback. A training module on electric metering is also included explaining how a meter works and fundamentals of electric theory as it relates to metering. Advanced theory and techniques of line construction and maintenance requirements are also presented following Rural Utilities Services (RUS) specifications. Students also get experience with high voltage tools, rubber gloving, and conductor covering in a simulated environment.

(9/90/0/135/0/0)

UTIL-2500
Utilities Internship

This internship is a cooperative training agreement between the power line industry and WNCC, which allows students to utilize and refine the skills learned in their educational process. All work is to be performed in accordance with industry standards and guidelines and is supervised by industry and school representatives. The utilization of all proper protective equipment (PPE) and strict adherence to company safety rules and policies are requirements for power line internship participation. The internship requires 60 work credits per college credit hour, up to a maximum of three (3) college credit credits.

(1-3/0/0/0/0/60-180)

UTIL-2700
Workplace Risk Management

Prerequisite: Successful completion of an online course

This course is for students pursuing an Associate of Occupational Studies degree in a technical area. Topics include safety, leadership, compliance, hazard recognition, risk management, accountability systems, developing a culture of safety, the role of education and training, and measuring safety performance.

(3/45/0/0/0/0)

Psychology

PSYC-1810
Introduction to Psychology

Prerequisite: ENGL-0065, ENGL-0070, or ACCUPLACER® (or other appropriate placement test)

This course is an introduction to the science of behavior and mental processes including the application of critical thinking to the study of learning theory, memory, personality, growth and development, biological and neurological aspects, abnormal behavior, therapies, intelligence, motivation, emotion, sensation, perception, and theoretical perspectives.

(3/45/0/0/0/0)

PSYC-2020
Drugs and Behavior

Prerequisite: PSYC-1810

This course surveys drugs that affect behavior, emphasizing drugs with abuse potential. It includes an introduction to the chemistry of the brain and how drugs influence brain chemistry and function. The behavioral, social, historical, and medical aspects of each major class of psychoactive drug will be examined.

(3/45/0/0/0/0)

PSYC-2090
Abnormal Psychology

Prerequisite: PSYC-1810

This is an introductory study of the more common behavior pathologies with emphasis on their etiology and treatment. An attempt is made to understand these abnormalities in terms of general psychological principles and biological and social forces and to compare these pathologies to the problems of normal human development.

(3/45/0/0/0/0)

PSYC-2100
Child Growth & Development

Prerequisite: PSYC-1810

This course is a survey of behavioral and experiential development from conception to adolescence with special attention given to the roles played by maturation, learning, motivation, emotions, and personal and social adjustment. Development is presented both as a body of knowledge and as a process of growth and change.

(3/45/0/0/0/0)

PSYC-2140
Social Psychology

Prerequisite: PSYC-1810 or SOCI-1010

This course is an introduction to current theories of and research in social psychology. This course overlaps the disciplines of psychology and sociology and includes a study of small group behaviors and dynamics.

(3/45/0/0/0/0)

PSYC-2150
Life Span: Human Growth & Development

Prerequisite: PSYC-1810

This course is an introduction to the basic concepts and issues of biological and psychological growth and development from conception through old age. Emphasis is placed on biophysical, cognitive, and psychosocial development throughout the lifetime. Applied aspects of developmental psychology are emphasized in the course.

(3/45/0/0/0/0)

PSYC-2650
Research Methods in Psychology

Prerequisite: PSYC-1810

This course is an introduction to research methods and design. It includes an overview of the scientific method, ethical issues in research, methods of data collection, research design, data analysis and interpretation, and presentation of results. Students will create, perform, and present an individual research project.

(3/45/0/0/0/0)

Real Estate

REES-1600
Real Estate Principles

This course is designed to introduce students to the field of professional real estate. It fulfills part of the requirements of Nebraska real estate law for a salesman's license and part of the credits for preparation to take the broker's examination. The course includes study of the following real estate topics: character of land, real estate markets, ownership, interest, legal instruments, contracts, closings and transfers, financing, appraising, brokerage, management, development and investments. and Nebraska real estate law.

(3/45/0/0/0/0)

REES-2800
Real Estate Law

This course is intended for students of both professional and nonprofessional group who desire instruction in the principles of real estate law governing estates in land, acquisition of title, mortgages, easements, liens, leasing, owner's liability, wills and administration of estates.

(3/45/0/0/0/0)

Sociology

SOCI-1010
Introduction to Sociology

Prerequisite: ENGL-0065, ENGL-0070, or ACCUPLACER® (or other appropriate placement test)

This course is an introduction to the basic principles of sociology, including the study of sociological research, theoretical perspectives, culture, socialization, social structure, social institutions, deviance, social inequalities, stratification, demography, and population.

(3/45/0/0/0/0)

SOCI-2050
Special Topics in Sociology

Prerequisite: ENGL-0065, ENGL-0070, or ACCUPLACER® (or other appropriate placement test)

This course provides instruction in special content areas outside of the courses being offered by the Division of Social Science and Human Performance.

(3/45/0/0/0/0)

SOCI-2150
Issues of Unity & Diversity

Prerequisite: ENGL-0065, ENGL-0070, or ACCUPLACER® (or other appropriate placement test)

This course is designed to increase students' awareness of and sensitivity to the commonalities and differences among people and acquire knowledge of minority group issues and challenges. The course will prepare students to

more critically, actively, and effectively participate in an increasingly diverse and global society.

(3/45/0/0/0/0)

SOCI-2250

Marriage & Family

Prerequisite: ENGL-0065, ENGL-0070, or ACCUPLACER® (or other appropriate placement test)

This course develops an understanding of the social role of marriage and family living. Topics covered include courtship and preparation for marriage, conflict situations and adjustments between spouses, parent-child relationships, the family in the community, and the disintegration of the family unit.

(3/45/0/0/0/0)

Spanish

SPAN-1300

Elementary Spanish I

Satisfies humanities requirement for an AA degree

Elementary Spanish I sets the student on the path to communication in Spanish. Students are grounded in grammar and vocabulary and practice using what they learn in the class on a daily basis. Oral and written productions are stressed in and out of class. Elements of Hispanic cultures are also covered in the course through in-course viewings along with outside movie viewing and written commentaries.

(5/75/0/0/0/0)

SPAN-1350

Elementary Spanish II

Prerequisite: SPAN-1300

Satisfies humanities requirement for an AA degree

This course continues the trajectory started in SPAN-1300. Grammar and vocabulary are the building blocks of a language, and students are required to use spoken Spanish on a daily basis in the classroom. Writing becomes more important at this stage as students are required to write short compositions on a variety of topics. Cultural elements continue to be studied through in-course viewings along with outside movie viewing and written commentaries.

(5/75/0/0/0/0)

SPAN-1980

Conversational Spanish

This introductory, one-semester course offers the student both a basic understanding of Spanish grammar and sentence structure and an introduction to speaking the language in multiple contexts, from talking with friends to getting around town. The course, which is intended for the person without any previous experience with the Spanish language, is designed to enable the student to acquire sufficient vocabulary and knowledge of grammar to begin to express himself/herself verbally. The course provides an appreciation of basic Spanish grammar and sentence structure through various written exercises, but the emphasis is on conversation.

(3/45/0/0/0/0)

SPAN-2300

Intermediate Spanish I

Prerequisite: SPAN-1350

Satisfies humanities requirement for an AA degree

This course is an intense and more in depth review of all grammar and vocabulary studied in first-year Spanish, along with the introduction of new elements. A study of phonetics is an integral part of the course. Students are required to write short essays and/or journals throughout the semester. Each class is conducted entirely in Spanish and students are expected to participate in the target language. Cultural and historical elements from Hispanic cultures continue to be stressed.

(3/45/0/0/0/0)

SPAN-2350

Intermediate Spanish II

Prerequisite: SPAN-2300

Satisfies humanities requirement for an AA degree

This course is a continuation of SPAN-2300. Each class is conducted in Spanish. Students are required to produce both more written and oral language. Reading of authentic materials becomes more pronounced at this level, along with journaling and translations. Students continue their study of phonetics. Cultural elements are viewed in and out of class with written observations.

(3/45/0/0/0/0)

Speech

SPCH-1110

Public Speaking

Prerequisite: ENGL-0050, ENGL-0065, or ACCUPLACER® (or other appropriate placement test)

This course will assist the student in mastering the skills required of speaking in today's workplace. This course will focus on the organization, preparation, research, and evidence needed for a presentation tailored to fit the

audience. This course will enhance the student's listening skills, which will assist them in everyday situations.

(3/45/0/0/0/0)

SPCH-1200
Human Communications

Prerequisite: ENGL-0050, ENGL-0065, or ACCUPLACER® (or other appropriate placement test)

This course is basic to a study of speech communication. The fundamentals of communication theory are applied to intrapersonal communication, interpersonal communication, small groups, and public speaking. The student gains practical experience in public speaking.

(3/45/0/0/0/0)

SPCH-1210
Speech and Debate

Students participate in intercollegiate speech and debate.

(1/15/0/0/0/0)

SPCH-1220
Interpersonal Communications

This course introduces basic concepts for understanding communication in interpersonal relationships. The course combines both theoretical and skills approaches to the study of communication. In addition, it provides theories and experiences to help students relate meaningfully, think critically, organize clearly, and speak and listen effectively in a variety of interpersonal settings.

(3/45/0/0/0/0)

SPCH-1250
Oral Interpretation

This course covers concepts and participation in the art of communicating to an audience works of "literary merit" in their intellectual, emotional, and aesthetic entirety. The many facets of the communication process as they relate to oral interpretation of literature are discussed. A broad exposure to the many areas of oral interpretation is attempted, with emphasis on areas of individual student interests.

(3/45/0/0/0/0)

Surgical Technology

SURT-1005
Principles and Practices of Central Processing

This course provides classroom and lab instruction in basic principles, practices, and operations of a central processing department in a healthcare facility. Students will learn about the role of the central service technician and the central processing/service department in healthcare. Topics covered will include: basic microbiology, all-hazards safety, infection control practices, current regulations and standards, identification of surgical instrumentation, care of surgical instrumentation/equipment/flexible endoscopes in all phases of the sterile processing cycle, best practices, techniques, technologies, quality assurance and control monitoring, and inventory control processes utilized in the central processing department. Individuals who can demonstrate equitable on-the-job training or experiences in healthcare may be eligible for non-traditional or experiential learning credit.

(3/30/45/0/0/0)

SURT-1030
Surgical Procedures I

Prerequisites: Acceptance into the Surgical Technology program.

Co-requisites: SURT-1100 and SURT-1100L

This course provides instruction in specific surgical specialties including general, gynecologic and obstetric, orthopedic, and otolaryngology. Students gain knowledge relative to anatomy, physiology, pathophysiology, diagnostic tests, equipment, instruments, supplies, surgical procedures and interventions, and surgical patient care concepts in the pre, intra, and postoperative phases of care relative to the practice of surgical technology and in accordance with the core curriculum for surgical technology 6th ed. per requirements for programmatic accreditation.

(3/45/0/0/0/0)

SURT-1070
Clinical Practice I

Prerequisites: Acceptance into the Surgical Technology Program, SURT-1030, and SURT-1100, and SURT-1100L

Co-requisites: SURT-1005, SURT-1125, SURT-2050, and SURT-2050L

This course provides the student with an introduction to the perioperative environment and the role of the surgical technologist within the clinical setting relative to the practice of surgical technology and in accordance with the Core Curriculum for Surgical Technology 6th ed. as required for programmatic accreditation. The student will apply knowledge, skills, and abilities learned in all previous surgical technology core and general pre-requisite coursework. The student will participate in supervised clinical rotations, with a focus on applying the fundamental concepts and principles utilized in the first and second scrub and assistant circulator roles. Students

will also participate in sterile processing practices, which includes the decontamination, inspection/assembly, and sterilization of instrumentation and equipment utilized in the healthcare setting.

(3/0/0/0/135/0)

SURT-1100
Introduction to Surgical Technology

Prerequisite: Acceptance into the Surgical Technology Program

Co-requisite: SURT-1030 and SURT-1100L

This course provides the student with an introduction to the profession of surgical technology and its global role in healthcare in a didactic setting. Focus is placed upon a wide-range of profession-related subject matter, including principles of asepsis and surgical conscience; patient population considerations; medical, legal, ethical, and professional issues; risk management; biomedical sciences; infection control and disease prevention; physical environment and safety; healthcare organization; and surgical case management.

(2/30/0/0/0/0)

SURT-1100L
Principles and Practices of Surgical Technology I

Prerequisite: Acceptance into the Surgical Technology Program

Co-requisites: SURT-1030 and SURT-1100

This course is an application of the introductory principles and practices of surgical technology learned in SURT 1100, through all phases of perioperative care and within a simulated setting. Students have the opportunity to practice and demonstrate cognitive, psychomotor, and affective competencies relevant to the practice of the surgical technologist in both the scrub and circulator roles. Students will develop and employ the principles of aseptic technique, surgical conscience, teamwork and communication, care of the perioperative patient, the role of the scrub and circulator, and principles of personal and patient safety as they apply to the perioperative environment. Students will gain an understanding of the application of biomedical devices; surgical instrumentation, equipment, and supplies; wound closure and management devices; and basic principles of patient transport, positioning, and surgical preparation. Students will demonstrate via skills assessments competency in best practices of fundamental skills and surgical case management in both the scrub and circulator role. Also in this course the student will apply the knowledge learned in SURT-1100 and SURT-1030 in a simulated setting within the lab. Students have the opportunity to practice and demonstrate cognitive, psychomotor, and affective competencies relevant to the role of the surgical technologist in both the scrub and circulator roles in accordance with the Core Curriculum for Surgical Technology 6th ed. as required for programmatic accreditation. Emphasis is placed on the principles of aseptic technique and the application of safe patient care practices. Surgical specialties include diagnostic procedures and general, gynecologic and obstetric, orthopedic, and otorhinolaryngolic surgeries.

(2/0/60/0/0/0)

SURT-1125
Pharmacology for the Surgical Technologist

Prerequisites: Acceptance into the Surgical Technology Program, SURT-1030, SURT-1100, and SURT-1100L

Co-requisites: SURT-1005, SURT-1070, SURT-2050, and SURT-2050L

This course introduces students to the concepts and practices of their role in handling medications and solutions in the surgical setting. Topics covered include medication safety, the nature of drugs, administration routes, drug actions, side effects, and concepts of anesthesia care. Students will also review potential medication and anesthesia complications and emergent situations relative to the practice of surgical technology and in accordance with the Core Curriculum for Surgical Technology 6th ed. as required for programmatic accreditation.

(2/30/0/0/0/0)

SURT-2050
Surgical Procedures II

Prerequisites: Acceptance into the Surgical Technology Program, SURT-1030, SURT-1100, and SURT-1100L

Co-requisites: SURT-1005, SURT-2050L, SURT-2070, and SURT-1125

This course is an orientation to specific surgical specialties including genitourinary, oral maxillofacial, plastic, ophthalmic, thoracic, vascular, cardiac, neuro, pediatric, and trauma surgeries. The course will also include all-hazards preparation as it relates to competencies specific to healthcare and public infrastructure and the role of the surgical technologist in the event of a disaster. Students gain knowledge relative to anatomy, physiology, pathophysiology, diagnostic tests, equipment, instruments, supplies, surgical procedures and interventions, and surgical patient care concepts in the pre, intra, and postoperative phases of care relative to the practice of Surgical Technology and in accordance with the Core

Curriculum for Surgical Technology 6th ed. per requirements for programmatic accreditation.

(3/45/0/0/0/0)

SURT-2050L

Principles and Practices of Surgical Technology II

Prerequisites: Acceptance into the Surgical Technology Program, SURT-1030, SURT-1100, and SURT-1100L

Co-requisites: SURT-1005, SURT-1070, SURT-1125, and SURT-2050

This course allows the student to apply the knowledge learned in SURT-2035 in a lab setting. Students have the opportunity to practice and demonstrate cognitive, psychomotor, and affective competencies relevant to the role of the surgical technologist in both the scrub and circulator roles in accordance with the Core Curriculum for Surgical Technology 6th ed. as required for programmatic accreditation. Emphasis is placed on the principles of aseptic technique and the application of safe patient care practices. Surgical specialties include genitourinary, oral/maxillofacial, plastic, ophthalmic, thoracic, vascular, cardiac, neuro, pediatric, and trauma surgeries.

(3/0/90/0/0/0)

SURT-2080

Clinical Practice II

Prerequisites: Acceptance into the Surgical Technology Program, SURT-1005, SURT-1030, SURT-1070, SURT-1100, SURT-1100L SURT-1125, SURT-2050, and SURT-2050L

Co-requisite: SURT-2210

Clinical Practice II is a continuation of Clinical Practice I and a culmination of all previous surgical technology course work. Students will to continue to build upon their knowledge, skills, competencies, and clinical confidence gained in previous semesters in accordance with the Core Curriculum for Surgical Technology 6th Edition, as required for programmatic accreditation. Students continue their supervised clinical rotations, focusing on continued application of fundamental concepts and principles necessary to the surgical technologist, working independently under the supervision of a clinical preceptor. As per the Core Curriculum for Surgical Technology 6e, students will continue to collect specific surgical specialty first scrub experiences to complete all first scrub role surgical rotation requirements, develop entry-level skillsets, and prepare for entry into the workforce.

(12/0/0/0/0/450/0)

SURT-2210

Professional Development for the Surgical Technologist

Prerequisites: Acceptance into the Surgical Technology Program, SURT-1005, SURT-1030, SURT-1070, SURT-1100, SURT-1100L, SURT-1125, SURT-2050, and SURT-2050L

Co-requisite: SURT-2080

This course prepares students to sit for the national certifying exam for surgical technology. Requirements for successful completion and graduation from the surgical technology program at WNCC are the student's participation in the NBSTSA Comprehensive (Secure) CST practice exam and participation in the National Certification Exam (CST Examination). Students will review all pertinent subject matter from their preceding course work as it relates to the content of the certifying exam. Students will also hone exam preparation and testing taking strategies and learn about the development of the exam, its format, and its importance relative to credentialing and professional development.

Students will also learn effective employment/employability skills related to social media management, job search, job application, resume development, interview skills, and long term professional development strategies relative to surgical technology.

(2/30/0/0/0/0)

Theatre Arts

THEA-1010

Introduction to Theatre

Satisfies a humanities requirement for an AA degree.

This course is an introduction to the forms and functions of dramatic arts within a historical perspective. The course includes an introduction to basic theatre skills as well as an introduction to a range of dramatic literature.

(3/45/0/0/0/0)

THEA-1200

Movement

An investigation into Devised Theatre as intended in the pedagogies of Jacques Lecoq and the International School of Mime and Theatre. This course explores stage violence and basic dance for musical theatre.

(3/45/0/0/0/0)

THEA-1300
Voice and Articulation

An investigation into freeing the natural voice as intended in the pedagogies of Kristin Linlater. By combining the work of Linklater, Rodenburt, and Fizmaurice, as well as explorations into the Alexander Technique, students will develop a personal aesthetic approach to voice and articulation. The course will focus on freeing the apparatus while shaping and directing sound for practical use on the stage.

(3/45/0/0/0/0)

THEA-1500
History of Film

Satisfies a humanities requirement for an AA degree.

Technological and aesthetic evolution of film art is reviewed from its origins to the present in this course. International and American film theories and their cultural and artistic implications are surveyed during the screening sessions, followed by in-class analysis.

(3/45/0/0/0/0)

THEA-1760
All College Play

This is a participation course in play production. The course includes acting, stage construction, lighting, costuming, makeup, and theatre management. The course is open to all students at WNCC as well as residents of the Panhandle. This course may be repeated for a total of four semesters for credit.

(1/0/0/0/V/0)

THEA-1770
Theatre Arts Internship

This course is designed to provide introductory hands-on training in the field of theatre arts. This internship combines elements of supervised study and employment approved by a supervising instructor at WNCC. Credit is variable from 1-3 credit credits.

(1-3/0/0/0/0/60-180)

THEA-1830
Stage Makeup

This course deals with the principles that are fundamental in the design and application of stage makeup.

(3/45/0/0/0/0)

THEA-1860
Technical Production I

This course places primary emphasis on a practical application of the techniques used in scenery construction and lighting design for the stage. Students in stagecrafts will be required to work on one all college play during the semester of their enrollment.

(3/45/0/0/0/0)

THEA-2010
Survey to Theatrical Design

This is an introductory course in theatrical design. Students are introduced to fundamental principles and applications for designing scenery, lighting, costumes, and properties for the theatre. Topics include the theoretical and artistic aims of the design process, style, organization, structure, and unity. Students will also gain experience in drawing, drafting, rendering, and model building. During the semester, students will undertake design assignments for critique by classmates and the instructor.

(3/45/0/0/0/0)

THEA-2600
Technical Production II

This course is a continuation of THEA-1860.

(3/45/0/0/0/0)

THEA-2660
Acting I

This course consists of study and application of the theories and techniques fundamental to the art of acting. Participation in one all college play is encouraged.

(3/45/0/0/0/0)

THEA-2750
Acting II

This course is designed to continue and expand on the techniques developed in THEA-2660.

(3/45/0/0/0/0)

Transportation

TRAN-1100

Commercial Driver's License (CDL) – Class B

The Commercial Driver's License (CDL) – Class B is required for anyone driving a vehicle that weighs more than 26,000 pounds Gross Vehicle Weight Rating (GVWR), carries 16 or more passengers, or transports placarded amounts of hazardous materials.

(2/20/0/60/0/0)

Welding Technology

WELD-1015

Introduction to Welding

This is an introductory course that explores common welding processes and theory. Metal identification and fundamental metallurgy will be discussed. Emphasis is on safety, equipment setup, process basics, and hands-on skill application. Process coverage includes; oxyacetylene welding - cutting and brazing, shielded metal arc welding, gas metal arc welding, gas tungsten arc welding and plasma cutting. The student will develop the skills necessary to produce good quality cuts & welds on light gage mild steel joints using a variety of methods and techniques.

(3/30/0/45/0/0)

WELD-1070

Basic Welding – Auto Body

This class is a basic welding course in oxy-acetylene cutting, welding, and brazing, as well as GMAW, GTAW, and plasma cutting. Welding, cutting, and brazing are done in all positions. Light gage sheet metal is used. Lab work simulates welding and cutting practices used in the auto body trade. Basic safety and theory are also covered.

(3/30/0/45/0/0)

WELD-1090

Oxy-Acetylene Welding

This course provides an understanding of oxy-acetylene welding and cutting, as well as safety practices. It provides training to develop the manual skill necessary to produce quality 11-guage fillet welds and open root 3/16-inch V-bevel welds in all positions. Skill is developed in the areas of flame cutting mild steel plate.

(3/30/0/45/0/0)

WELD-1110

Advanced Arc Welding

Prerequisite: WELD-1100

This course provides training in the development of skills necessary to produce quality multi-pass groove welds with backing on 1' plate in the horizontal, vertical, and overhead positions, and to produce quality open root single V-groove welds on 3/8' mild steel plate in horizontal, vertical, and overhead positions. Welding related information is also provided on hard surfacing and repair of cast iron and metal identification. In addition, welding related information is included about procedure and welder qualification on destructive and nondestructive testing methods.

(6/60/0/90/0/0)

WELD-1120

Gas Metal Arc Welding

This course provides the student with a thorough technical understanding of welding safety, gas metal arc welding (GMAW), equipment adjustments, metal transfer, and shielding gases. It also provides training to develop the skill necessary to make quality gas metal arc welds in all positions on mild steel from 3/16-inch sheet to 3/8inch plate, single and multiple pass, using short circuit transfer. This course also illustrates problems associated with welding situations and provides corrective information.

(3/30/0/45/0/0)

WELD-1125

Flux Cored Arc Welding

This course provides a thorough technical understanding of welding safety, flux cored arc welding (FCAW), equipment adjustments, metal transfer, and shielding gases. It also provides training to develop the skill necessary to make quality flux cored welds in all positions on mild steel from 1/4" inch sheet to 3/8 inch plate, single and multiple pass, using short circuit transfer. This course also illustrates problems associated with welding situations and provides corrective information.

(3/30/0/45/0/0)

WELD-1170

Arc Welding and Shop Fabrication

Prerequisite: WELD-1015 or instructor consent

This course is designed to provide training in building a small/medium-sized metal fabrication project. Any project is subject to prior instructor approval. Blueprint reading skills and welding skills are developed in the course of the class. This course will illustrate problems

associated with welding situations and provide corrective information.

(2-3/15/0/45-90/0/0)

WELD-1175
Gas Tungsten Arc Welding

This course provides a thorough technical understanding of gas tungsten arc welding, arc characteristics, and welding safety. It provides training to develop the skills necessary to make quality gas tungsten arc welds on 16- and 11-gauge mild steel, .060- and .062-inch gauge stainless steel, and .125-inch aluminum using both direct and alternating current. In addition, material is presented on the weld characteristics of carbon steel, stainless steel, and aluminum. Information on pulsed current is included to prepare the student for more detailed applications of pulsed current used in gas tungsten arc welding pipe.

(6/60/0/90/0/0)

WELD-1200
Basic Shielded Metal Arc Welding

This course provides a thorough technical understanding of arc welding, welding safety, arc welding power sources, and electrode classifications and selection. It also provides training to develop the skills necessary to make quality shielded metal arc welds in all positions on mild steel from 3/16 inch to 1/2 inch plate, single and multiple pass, using mild steel, low hydrogen, and iron powder electrodes, with DC welding current. Welder qualification testing is on V-Groove, limited thickness with backing, in all positions.

(3/30/0/45/0/0)

WELD-1250
Shielded Metal Arc Welding

This course provides the student with a thorough technical understanding of arc welding, welding safety, arc welding power sources, electrode classifications and selection. It also provides training to develop the skills necessary to make quality shielded metal arc welds in all positions on mild steel from 3/16 inch to 1/2 inch plate, single and multiple pass, using mild steel, low hydrogen, and iron powder electrodes, with DC welding current. Welder qualification testing is on V-groove, limited thickness without backing, in all positions utilizing E6010 and E7018 electrodes.

(3/30/0/45/0/0)

WELD-1300
Blueprint Reading for Welders & Fitters

A general course in blueprint reading, welding symbols, and their application. This course covers the visualization of object shapes, reading the blueprint for finding size and location dimensions, symbols, mathematics notes, and related welding and assembly information shown on the print. This course further develops the student's understanding of how to read welding blueprints and the range of thinking required to assemble simple components and complex assemblies from welding prints.

(3/45/0/0/0/0)

WELD-2025
Structural Welding

Prerequisites: WELD-1110 and WELD-1135

This course provides training to develop the welding skills necessary to produce high quality groove welds with backing on 1″ thick mild steel plates in all positions using the shielded metal arc welding and flux cored arc welding processes. Instruction and weld testing will be based on the American Welding Society Structural Welding Code D1.1

(3/30/0/45/0/0)

WELD-2110
Downhill Pipe Welding – SMAW

Prerequisite: WELD-1100

This course provides students with a thorough understanding of shielded metal arc welding (SMAW) fundamentals and preparation for welding carbon steel pipe with an emphasis on downhill travel utilizing E6010, E7010, and E8010 electrodes. Training and practice are utilized to develop the manual dexterity skills necessary to produce quality groove welds on carbon steel pipe in the 2G, 5G, and 6G positions according to code standards.

(3/30/0/45/0/0)

WELD-2115
Uphill Pipe Welding – SMAW

Prerequisite: WELD-1100

This course provides the student with a thorough understanding of shielded metal arc welding (SMAW) fundamentals and preparation for welding carbon steel pipe with emphasis on uphill travel utilizing E6010 and E7018 electrodes. Training and practice is utilized to develop the manual dexterity skills necessary to produce quality groove welds on carbon steel pipe in the 2G, 5G, and 6G positions according to code standards.

(3/30/0/45/0/0)

WELD-2500
Weld Internship

This internship is a cooperative agreement between industry and WNCC, which allows students to utilize and

refine skills learned in their educational process. All work is to be performed in accordance with industry standards and guidelines and is supervised by the employer and WNCC. The student intern is subject to the *WNCC Student Handbook*.

(1-3/0/0/0/0/60-180)

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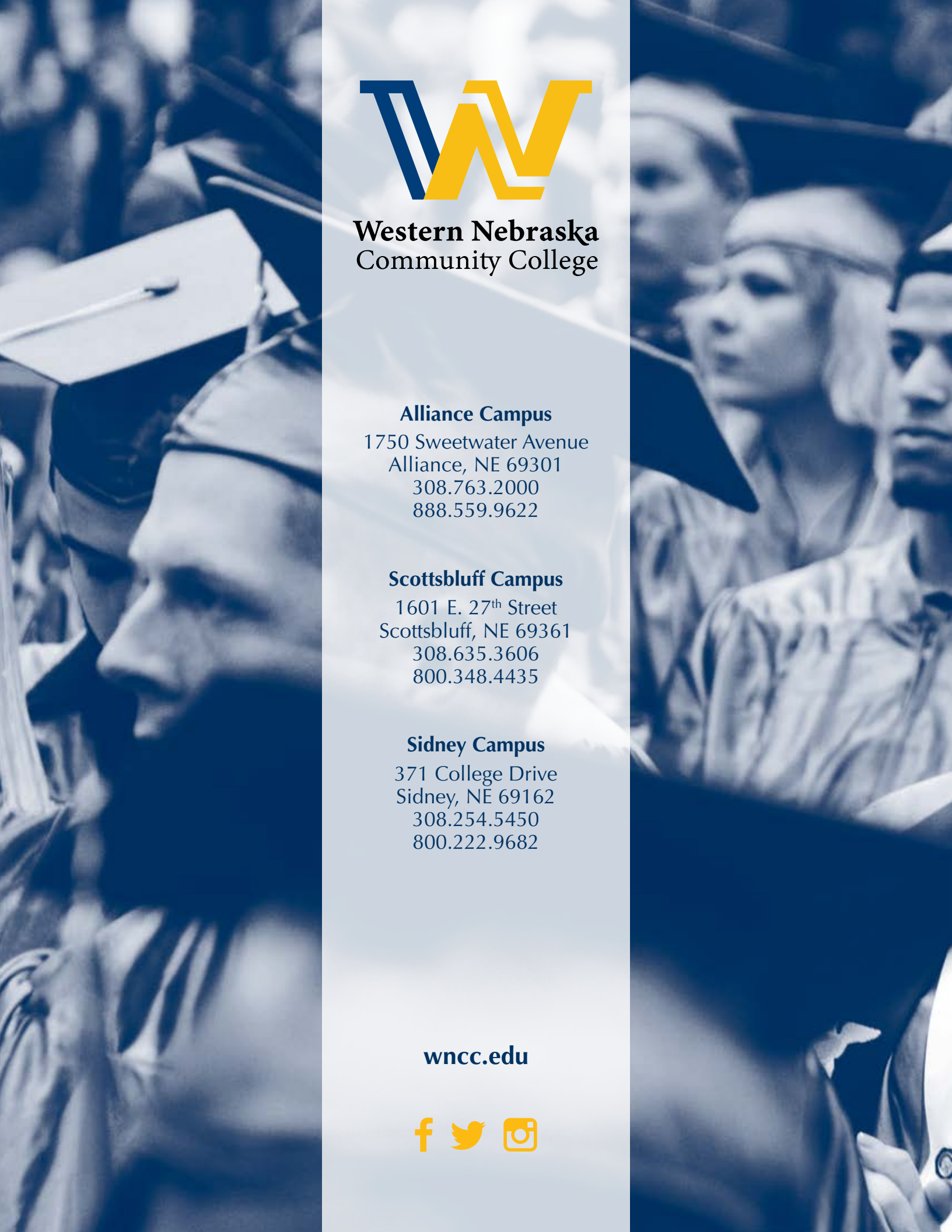
Revised: 07/2018



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