



Guaranteed transfer credits to three Arizona state universities.



**Northland Pioneer College**

EXPANDING MINDS • TRANSFORMING LIVES<sup>SM</sup>

**2015–2016**

The college catalog is your source for information about:  
enrollment, programs and degrees, important dates, student services, financial aid,  
rules and responsibilities, graduation, grades and more!

Also available on our website at

▶ [www.npc.edu/college-catalog](http://www.npc.edu/college-catalog) ◀

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# Who We Are...

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NPC Mascot Ernie Eagle

# Welcome



Community colleges play a vital role in Arizona's economic development, contributing nearly \$15.7 billion in economic impact to the state in fiscal year 2013-2014 – approximately 5.6 percent of Arizona's Gross State Product. This is on the level of other major economic sectors such as aerospace and defense at \$15 billion and manufacturing at approximately \$23 billion. That same year, Northland Pioneer College, its students and alumni added \$222.4 million in income to the Navajo County economy, approximately equal to 9.6 percent of the Gross Regional Product. For every tax dollar spent to support NPC, \$1.90 was returned to the local economy.

That's a lot of numbers to demonstrate the importance of NPC to our students, our region and the state as a whole. NPC is the primary source of higher education and career training in our region, and we strive to keep our costs to a minimum through wise fiscal management, while constantly

updating our programs, curriculum and services to better prepare students.

To that end, we've revised the **Communications** and **Mathematics** areas for every degree and program, giving students more options to meet degree or certificate requirements.

Also starting this fall, there's a new transfer degree option – the **Associate of Arts in Early Childhood** (AAEC) – for those wanting to work with children birth to third grade. The **Associate of Business** (ABus) degree requirements have been revised to more closely align with the state's universities, allowing for a more seamless transition for students pursuing advanced degrees.

In response to community requests, we're launching a new **Film and Digital Video** (FDV) program to acquaint students with the techniques and skills needed to produce quality digital resources. Designed for those seeking a career in the film industry or the hobbyist, this program is directed by **Mark Ford**, an international film and directing award winner. The FDV program is working closely with area high schools allowing students to earn dual credits for their studies, then stay at home to complete their associate degree and a "short reel" résumé.

You'll also see a new name – **College and Career Preparation** (CCP) – and curriculum for our adult education program formerly known as The Learning Cornerstone. Instructors are integrating technology and workforce readiness skills into 16 new courses (replacing 38) specifically designed to enhance literacy levels and improve success in the classroom and on the job. Tuition for these CCP courses is discounted 50 percent to help reduce one of the challenges facing adults needing to complete their high school equivalency diploma or refresh skills before tackling college-level courses.

Northland Pioneer College is committed to bringing quality higher education opportunities to all of the residents of Northeastern Arizona by keeping our tuition rates at or one of the lowest in the state. But cutbacks in state and tribal funding and federal Pell grants are keeping many from pursuing the skills and education needed for a better life. That's why NPC is continuing to offer tuition scholarship programs and discounts.

The **Finish Line** scholarship waives tuition for students to complete the last 12 credits needed for their associate degree (see [www.npc.edu/FinishLine](http://www.npc.edu/FinishLine)). The **College Bound** scholarship allows high school students to take up to seven general education credits per semester tuition-free, helping them get a jump start on college classes (see [www.npc.edu/CollegeBound](http://www.npc.edu/CollegeBound)).

Lastly, we will continue to offer a 50 percent tuition discount for summer courses. With reduced costs of summer classes, students can continue or start their studies and achieve their educational goals more quickly.

I would encourage you to look through this catalog or our website, [www.npc.edu](http://www.npc.edu), where you'll find information about the programs and services available to you at Northland Pioneer College. If you have questions, please, don't hesitate to call or visit with an academic adviser, a professor or dean in your area of interest. You'll find everyone dedicated to your success as an NPC student.

Welcome to NPC! I look forward to shaking your hand at a future Commencement ceremony.

Jeanne Swarthout, Ph.D.

President, Northland Pioneer College

# Who We Are...

## The College District

Established in 1972, Navajo County Community College District, or Northland Pioneer College (NPC), is a publicly supported community college located in Navajo County, Arizona. The college's first students enrolled for the fall semester of 1974.

The Navajo County Community College District serves Navajo and Apache counties, an area of 21,158 square miles with a 2014 U.S. Census Bureau permanent population estimate of 179,929. The Navajo, Hopi, White Mountain Apache and Zuni Indian Reservations occupy more than 68.34 percent of the total land in the College service area and account for 56.3 percent of the area's population.

Campuses are located within four of the largest Navajo County communities of Holbrook, Show Low, Snowflake/Taylor and Winslow. Five centers are located in Hopi, Kayenta and Whiteriver. Through an intergovernmental agreement with Apache County, NPC has centers in St. Johns and Springerville. Additional educational sites are established as educational needs and opportunities arise.

## Accreditation

In order to have the right to award college degrees and certificates, institutions of higher education must be evaluated by a nationally recognized accrediting agency. The Higher Learning Commission (HLC) of the North Central Association of Colleges and Schools is charged with evaluating Northland Pioneer College. NPC is proud to report having passed the most recent (2010) evaluation with unqualified approval of every area of college operations.

The HLC currently has revised its 10-year evaluation schedule to one that continuously monitors excellence of operational and educational standards. This new model ensures NPC students of an up-to-date, nationally recognized and accredited educational experience.

To view the criteria and standards set by the Higher Learning Commission, contact them at 230 South LaSalle St., Suite 7-500, Chicago, IL 60604, (800) 621-7440 or online at [www.ncahlc.org](http://www.ncahlc.org).

## College Visitation

The public is always welcome to visit NPC campuses and centers. Visitors are asked to check in at the campus or center office. Visitors will be held to the same standards of conduct as NPC students.

Normally the student lounges, campus/center offices, art galleries, academic advising offices, libraries, parking lots and hallways are open to the public. Classrooms, fitness rooms, and faculty offices are reserved for registered students.

While classes are in session, visitors should be considerate of students and not bring small children into classroom, laboratory or library areas.

### **Soliciting is prohibited on all campuses and centers.**

For your safety, please keep out of construction areas. In many instances there will be public open houses when buildings are completed.

NPC encourages the public, over the age of 18, to use our library facilities. A wide selection of reference materials are available, including a federal documents depository at the Winslow library. Materials can also be requested through interlibrary loan networks at no charge for current students, or for a fee for the general public.

Non-students are charged a **Media Fee** to access college computers and wireless Internet services (*See page 8*).

Ask your local library media specialist for assistance or use the "Ask a Librarian" link on the library's website, [www.npc.edu/library](http://www.npc.edu/library), or use your cell phone to text a librarian at (928) 351-4204.

## Mascot and Colors

In 1976, Northland Pioneer College students selected the golden eagle as the college's mascot, and gold, sky blue and red as the college colors. The red was later dropped. Royal blue and gold are now used as the college's official colors.

**Ernie Eagle** (*photo on page 3*) represents the college at community and college events and on social media websites. Be sure to join over 1,500 of Ernie's friends on *Facebook*. **Ellie Eaglet** is the spokeseagle for the Kids College program.

## Who We Are...

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### Mission

**Northland Pioneer College creates, supports and promotes lifelong learning.**

### Our Shared Vision

NPC creates a learner-centered environment.

NPC responds to community needs.

NPC provides effective and responsive service to our constituencies.

NPC fosters professional growth and collegial collaboration.

### Our Shared Values

#### We Value Learning

NPC is a community designed first and foremost to promote learning for our constituencies and for ourselves.

#### We Value Quality

NPC is strongly committed to improving learning opportunities by promoting high educational standards.

#### We Value Integrity

NPC is an organization that demands honesty and fairness in every relationship.

#### We Value Diversity

NPC respects and promotes multi-culturalism in its students, academic programs and employment.

#### We Value Service

NPC is a service organization dedicated to helping our students determine and achieve their goals.

#### We Value Accountability

NPC adopts efficient operational practices to assure that our constituencies receive the highest quality services for the lowest possible cost.

#### We Value Responsiveness

NPC addresses community and students needs quickly.

#### We Value Students and Colleagues

NPC respects and promotes the dignity, worth and capabilities of each individual.

#### We Value Access

NPC is committed to providing accessible and affordable learning opportunities.

### We Value Collaboration

NPC can best serve its communities through cooperation and partnerships.

### Our Purposes

#### 1. General Education

To foster the intellectual inquiry and breadth of knowledge as well as the skills inherent in general education.

#### 2. Degrees/Certificates/Transfers

To facilitate student achievement of Associate degrees, certificates, and/or successful transfer to Baccalaureate programs.

#### 3. Employability

To promote development of occupational skills.

#### 4. Personal Enrichment

To encourage an awareness and appreciation of social, cultural, intellectual, and artistic endeavors as well as individual development and cultural diversity.

#### 5. Developmental Education

To facilitate student success through development of skills essential for effective learning.

#### 6. Support Services

To enhance student success through accessible and comprehensive student services.

#### 7. Economic Development

To contribute to economic development through community programs and activities.

#### 8. Professional Excellence

To attract and retain a highly qualified faculty and staff dedicated to student-centered learning, ethical practices, and continued professional development.

#### 9. Access

To disseminate learning and deliver services to diverse communities throughout the college's rural service area.

#### 10. Institutional Effectiveness

To strengthen planning and evaluation of our Institutional Purposes to assure that our goals are effectively met.

# Business and Community Services

## Community and Corporate Learning

The **Community and Corporate Learning Division** promotes occupational skills and encourages an awareness of social, cultural, intellectual and artistic endeavors – two key missions for Northland Pioneer College.

The Corporate area provides quality training and workforce development workshops that are customized to meet the needs of business and industry communities. NPC's Corporate department guarantees satisfaction for training services. If the services NPC provides do not meet your requirements, staff will redo them at no charge.

This area specializes in offering creative training with courses and workshops that incorporate innovation, flexibility, customer service, entrepreneurial spirit and world-class standards.

The mission is to provide business and industry with quick turn-around training programs that enhance the individual and provide additional value to companies by increasing employee knowledge, skills and confidence. NPC can tap its own resources or bring in outside trainers to provide any training that might be needed. By coordinating these efforts, in many cases, the training can be offered at a lower cost.

Training to meet state or federally required certifications is already offered by NPC in our service area, saving businesses the time and financial cost of sending employees to large metro areas. NPC has the educational resources to provide training in a variety of areas, such as computer software implementation, CPR certification, business training, as well as stress or time management skills. Special speakers can also be arranged.

By establishing partnerships, strategic alliances and advisory councils with companies, such as Arizona Public Service Cholla Power Plant, Salt River Project Coronado Generating Station, Tucson Electric Power Springerville Generating Station, Summit Healthcare Regional Medical Center, PFFJ Inc., Navopache Electric Co-Op, Apache County, Wal-Mart, Navajo County, local fire departments and others, Corporate Training benefits employers, employees, future employees and the community.

For more information on Community and Corporate Training, please contact **Royce Kincanon**, at (800) 266-7845, ext. 6239 or email [royce.kincanon@npc.edu](mailto:royce.kincanon@npc.edu).

The Community area serves the residents of NPC district communities by providing lifelong learning opportunities and support for community and cultural activities. Classes and workshops are offered as noncredit opportunities in home crafts and technology, dance, health and wellness, computer applications, cooking specialties, sustainable living strategies, and other areas.

Classes and workshops are included in the semester schedule of classes, with additional classes added throughout the semester. Local newspaper advertising and mailings notify communities of all courses scheduled. Enroll in classes and workshops at least a week before the class starts to ensure it is not cancelled due to insufficient enrollment.

NPC offers a **Kids College**

to provide young people, ages 6-14, with a secure, structured enrichment program with exciting learning opportunities designed to allow them to explore, expand and experience areas of interest, develop their academic skills and make new friends, while realizing that a college education is attainable.



To request to be on the division mailing list of course offerings, please contact **Rebecca Hunt**, community and corporate specialist, (800) 266-7845, ext. 6244, or email [rebecca.hunt@npc.edu](mailto:rebecca.hunt@npc.edu).

You can also view a current list of personal interest classes by visiting [www.npc.edu](http://www.npc.edu) and clicking on the **Noncredit Classes {Learning Adventures}** link. Suggestions for future course offerings or topics are welcomed.

## Talon Gallery

The Talon Gallery, located in the Aspen Center on the Show Low - White Mountain Campus exhibits work by students and regional artists. When classes are in session, the gallery is open to the public, Monday through Thursday, 7:30 a.m. to 7:30 p.m.; Fridays, 7:30 a.m. to 4 p.m.

NPC's permanent art collection and other exhibits are displayed in the lobby of the Performing Arts Center on the Snowflake/Taylor - Silver Creek Campus, and other campus or center public areas.



## Business and Community Services

# Small Business Development Center

The Small Business Development Center (SBDC) was established in 1989 by Northland Pioneer College and the Small Business Administration to help increase the number of successful small businesses in Northeastern Arizona. The SBDC joins 11 Service Centers and 15 Satellite and/or Meeting sites in Arizona providing access to professional business counselors, analysts and technology specialists all dedicated to help you succeed.



Our partnerships with the Small Business Administration (SBA) and the Association of Small Business Development Centers puts nationwide resources within your reach.

Northland's center serves Navajo and Apache counties. Its programs, resources and services focus on a broad range of business issues. The SBDC staff members and consultants work with clients who want to start or grow a successful business. The SBDC provides quality educational programs, access to resources, and one-on-one counseling to small businesses throughout the region. The primary goal of the SBDC is to work with small businesses to maximize their success.

The SBDC offers confidential, no cost counseling services to small business owners. Counseling is offered in various locations throughout the region, usually in facilities operated by Northland or other participating agencies. The no cost counseling is offered in Winslow, Holbrook, Snowflake/Taylor, Show Low, Pinetop/Lakeside, St. Johns, Springerville/Eagar, and on the Navajo, Hopi and Apache reservations.

The SBDC hosts and co-sponsors seminars and noncredit workshops for small businesses, covering topics such as starting a new business, writing a business plan, financing, accounting and bookkeeping, marketing, management, and doing business with the Government workshops on topics like, exporting, clean technology, hubzone, women owned business, SBA loan programs and Veteran's services. The Small Business Development Center's services are normally accessed first through a call to the SBDC main office in Show Low at (800) 266-7845, ext. 6170.

Workshops and seminars are promoted at campuses and other sites with posters and fliers. To attend a session, phone the number listed on the poster, flier or newspaper press release or visit [www.npc.edu/sbdc](http://www.npc.edu/sbdc).

The SBDC updates the media regularly with press releases and articles concerning small business topics and events. Referrals from banking institutions, cities, chambers of commerce, economic development organizations, SBA and other clients are often the best sources of new clients for the counseling program. Access these services online by visiting the SBDC website at [www.npc.edu/sbdc](http://www.npc.edu/sbdc) to either complete a *Request for Counseling* Form or by using email and other communication links.

The Small Business Development Centers are partially funded by the Small Business Administration. The support given by the U.S. SBA through such funding does not constitute an express or implied endorsement of any of the co-sponsor(s) opinions, products or services.

For more information or assistance, call SBDC Director **Tracy Mancuso**, (800) 266-7845, ext. 6170 or email [tracy.mancuso@npc.edu](mailto:tracy.mancuso@npc.edu)

## Public Access to NPC Computers & Internet Services

**Non-students** desiring to utilize Northland Pioneer College's computers or wireless Internet access must contact campus/center offices and pay a \$40 per semester fee. One-Day Guest passes are available for \$2.

This fee is used to help offset the cost of media services that are provided for the benefit of NPC students and made available to the general public. Please note this fee is also charged to NPC students, in addition to tuition and specific course fees.

Access to **.gov** and **.edu** websites will be free of charge.

NPC students have priority on the use of any computers.

Users must be 18 years or older and comply with all federal and state laws and college policies governing viewing of images in public areas.

# Helpful Telephone Numbers

## Dial toll-free (800) 266-7845

Then, at the prompt, enter the last four digits as the extension number.

You can also call direct, using the local number. NPC's Area Code is (928)

Online, find maps to NPC locations at [www.npc.edu/locations](http://www.npc.edu/locations);

office hours at [www.npc.edu/office-hours](http://www.npc.edu/office-hours); and holidays at [www.npc.edu/holiday-closure-schedule](http://www.npc.edu/holiday-closure-schedule)

	Extension
<b>■ Holbrook–Painted Desert Campus</b>	
Campus Office..... (local 524-7311) .....	7311
Anthony Hill, Academic Adviser .....	7342
<b>■ Show Low–White Mountain Campus</b>	
Campus Office..... (local 532-6111) .....	6111
Donna Krieser, Academic Adviser/GED.....	6142
Karen Hall, Academic Adviser.....	6143
<b>■ Snowflake/Taylor–Silver Creek Campus</b>	
Campus Office..... (local 536-6211) .....	6211
Academic Adviser .....	6241
<b>■ Winslow–Little Colorado Campus</b>	
Campus Office..... (local 289-6511) .....	6511
Dawn Palen, Academic Adviser .....	6541
<b>■ Hopi Center</b>	
Center Office..... (local 738-2265) .....	7605
Cara Dukepoo, Center Manager.....	7604
Janalda Nash, Center Technician/Adviser .....	7602
<b>■ Kayenta Center</b>	
Center Office..... (local 697-8333) .....	7649
Lorraine Benally, Center Manager .....	7648
Myrtle Dayzie-Grey, Center Technician/Adviser .....	7649
<b>■ Springerville/Eagar Center</b>	
Center Office..... (local 333-2498) .....	7639
Tamara Osborne, Center Manager .....	7638
Michael Colwell, Academic Adviser .....	7635
<b>■ St. Johns Center</b>	
Center Office..... (local 337-4768) .....	7616
Nicole Ulibarri, Center Manager.....	7621
Michael Colwell, Academic Adviser .....	7617

	Extension
<b>■ Whiteriver Center</b>	
Center Office..... (local 338-5185) .....	7661
Kelley Harvey-Brannon, Center Manager.....	7663
Dr. Debra McGinty, Center Technician/Adviser.....	7664
<b>■ Other Contacts</b>	
Admissions..... <i>Don Brad Call</i> .....	6271
Apache County Programs Coordinator <i>Tamara Martin</i> .....	7637
Bookstore Manager..... <i>Vicki Bessinger</i> .....	6115
Business Office .....	General Questions ..... 7480
Third-Party Billing..... <i>Kerri Larson</i> .....	7484
Student Billing..... <i>Business Office</i> .....	7480
Career Services .....	<i>John Spadaccini</i> ..... 6246
Community Learning..... <i>Rebecca Hunt</i> .....	6244
Corporate Learning..... <i>Royce Kincannon</i> .....	6239
Disability Resource and Access Coordinator <i>Sandy Manor</i> .....	6178
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Records and Registration .....	General Questions ..... 7459
NPC Academic Transcripts .....	<i>Paul Hempsey</i> ..... 7465
Graduation, Degrees, Transfer Credit Evaluations <i>Deena Gillespie</i> .....	7365
Small Business Development .....	<i>Tracy Mancuso</i> ..... 6170
Student Government/Activities..... <i>Joshua Rogers</i> .....	6227
Support Center (NPC online course access problems) .....	7447
Veteran Certifying Official..... <i>Beth Batson</i> .....	7469

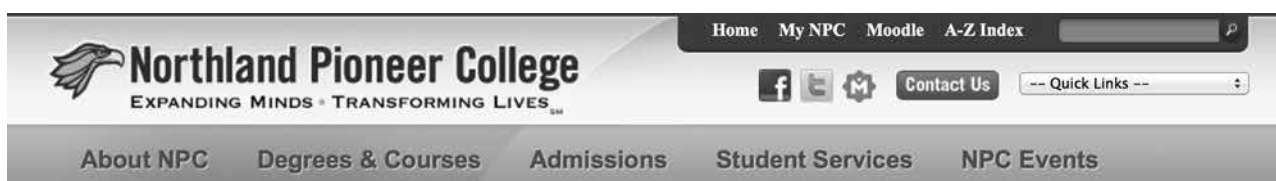
# Got Questions?



at [www.NPC.edu](http://www.NPC.edu)

AskNPC aims to answer any question anyone has about anything at NPC! The AskNPC database either gives you the answer or points you to the appropriate office to get an answer. There's even a **mobile app** for AskNPC for iPhones and Droids. Simply download it to your phone!

## So just AskNPC!



## Visit [www.NPC.edu](http://www.NPC.edu)

For the latest Class Schedules, Academic Calendars,  
Program Information, News, Events and more!