



NPC academic advisers ensure you get and stay on the right path.



Northland Pioneer College

EXPANDING MINDS • TRANSFORMING LIVESSM

2016–2017

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 ◀

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NPC Mascot Ernie Eagle

Welcome



America is finally waking up and realizing the important role community colleges play in preparing today's and tomorrow's skilled workforce. So why the politicians jockey to claim credit for helping the approximately 7.4 million community college students nationwide, Northland Pioneer College remains focused on bringing quality higher education opportunities to all of the residents of Northeastern Arizona, at the lowest tuition rates in the state.

Our faculty and staff have been busy this past year, working with industry advisory groups, to update what is taught in our classrooms to better equip our graduates and program completers with the most current skills needed in their chosen fields. This is an ongoing process, but here are some of the major changes you'll see for the 2016 - 2017 academic year:

- The **Management & Leadership** specialization of the **Business** Associate of Applied Science (AAS) degree is now aligned with training requirements of the Western Association of Food Chains - directly preparing workers for store management positions;
- Added three areas of specialization to the **Mechatronics** (MET) program, allowing students to focus on industry-specific areas of expertise in the automated manufacturing sector;
- Expanded the **Network and PC Support** program within **Computer Information Systems** (CIS), adding wireless networking and security components as part of a Certificate of Applied Science (CAS) and full AAS degree in this rapidly-growing field;
- Combined the **Web Development** and **Graphic Design** components into one CIS program. Both of these skill sets are now generally required by those creating and working on websites;
- Deleted four seldom-used **Welding** Certificates of Proficiency (CPs) and created a new CP designed to better meet national industry standards. NPC welding graduates were already in high demand, and the new Level III Advanced Welder CP will prove they are job-ready; and
- Many of **Construction Technology** (CON) courses have been modified to ensure measureable national industry standards are achieved. The program continues to expose students to multiple areas of construction, again following industry recommendations for graduates to have a broad knowledge of the field, *plus* an area of expertise.

NPC is committed to helping prepare tomorrow's skilled workers - whether they are headed to a university for additional training, or directly to work. 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). 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).

And there are scores of other institutional and private scholarships available. Use our online scholarship search (see www.npc.edu/scholarships) to find the support you need to stay in college. And if an unexpected emergency comes up, **NPC Friends and Family** (see npcfriendsfamily.org) may be able to help. Don't be too proud or afraid to ask - we're here to help you succeed.

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, 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 is 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.

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, 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...

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.

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.

You can also view a current list of personal interest classes by visiting 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.

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 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

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

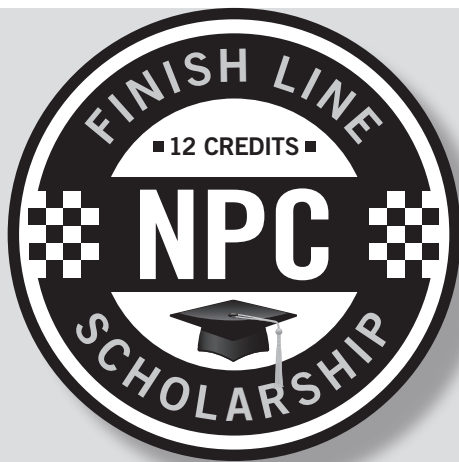
Then, at the prompt, enter the last four digits as the extension number.

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;
office hours at www.npc.edu/office-hours; and holidays at www.npc.edu/holiday-closure-schedule

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

	Extension
■ Whiteriver Center	
Center Office..... (local 338-5185)	7661
Kelley Harvey-Brannon, Center Manager.....	7663
Velesia Dawn Albert, Center Technician/Adviser.....	7664
■ Other Contacts	
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>Bencita Bowman</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
Financial Aid	General Questions 7318
GED® Testing – Holbrook and Show Low	6142
High School Programs..... <i>Karen Hall</i>	6272
Human Resources Office	7470
Records and Registration	General Questions 7459
NPC Academic Transcripts	<i>Victoria Widomski</i> 7465
Graduation, Degrees, Transfer Credit Evaluations	<i>Deena Gillespie</i>
	7365
Recruiting and Admissions..... <i>Don Brad Call</i>	6271
Small Business Development	<i>Tracy Mancuso</i> 6170
Student Government/Activities..... <i>Anthony Hill</i>	7342
Support Center (NPC online course access problems)	7447
Veteran Certifying Official..... <i>Beth Batson</i>	7469



Earn your last 12 credits of a degree tuition FREE!

Funds are limited so apply today.

THIS IS A SCHOLARSHIP

- Finish Line Scholarship covers the last 12 credits required for a degree. Repeat courses are not covered.
- Credits covered by this scholarship must meet associate degree completion requirements. Scholarship does not cover certificates.
- This scholarship is a tuition waiver, not a cash award. Does not cover books or fees, only tuition.
- Scholarship covers one academic year. Students who need longer to complete their last twelve credits can file a petition for continuation of this scholarship with the NPC financial aid office.
- Student must be an Arizona resident.

HOW TO APPLY

- Student must FIRST meet with an NPC academic adviser to see if they qualify.
- Student must complete the NPC financial aid process including the FAFSA as well as the Finish Line scholarship application. Application is available online at www.npc.edu/FinishLine.
- Student must have an up-to-date degree AUDIT attached to their Finish Line application. Degree audits are available through an NPC Academic Adviser.
- Recipients to be selected by the NPC award committee.

APPLICATION DEADLINE

Fall Semester: June 1st

Spring Semester: November 15th

