CATALOG

2019 - 2020

MESALANDS Community COLLEGE™

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MESALANDS COMMUNITY COLLEGE

If you are returning to school after a long absence, or would just feel better if you had a little extra support, start this catalog with the Student Affairs section on page 23. You'll have a better understanding of what's available to help you define and achieve your goals.

If you know you're headed for a four-year degree, check out the Educational Program offerings beginning on page 35, and then visit the Student Affairs section for information on how to design a successful program of study.

If you need to earn your high school equivalency or improve your English, math or reading skills, check out Academic Affairs on page 28. These classes build a firm foundation of skills, whether you plan to continue in college or enter the job market.

If you're looking for the shortest route to a rewarding career, some of our applied science programs may appeal to you, such as Farrier Science, Artistic Silversmithing, or Wind Energy Technology.

If you have the leisure time to pursue a lifelong interest, you may be interested in some of our special programs, such as Paleontology or Fine Arts, while pursuing an Associate of Arts Degree.

If you're about to graduate from high school and are unsure of what lies ahead, consult pages 15 and 16. An education can make the difference in earning power, career satisfaction, and achieving your life goals!

Mesalands Community College is accredited by The Higher Learning Commission, a Commission of the North Central Association of Colleges and Schools, 30 North La Salle St., Suite 2400, Chicago, IL 60602-2504, (800) 621-7440; info@ncacihe.org

Every effort has been made to ensure accuracy of the information at the time this Catalog was prepared. However, all information is subject to change at any time by proper administrative procedure and without prior notice, obligation, or liability (including statement on tuition, fees, programs, course offerings and graduation requirements).

Bienvenidos

Bienvenidos a su colegio de la communidad de Tucumcari. Mesalands Community College es una institución educativa que le ofrece varios y distintos programas de instrución al nivel colegial. Para obtener asistencia en español, llame (575) 461-4413.

2019-2020 Academic Calendar

August 2019

Sun	Mon	Tue	Wed	Thu	Fri	Sat
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4	5	6	7	8	9	10
11	12	13	14	15	16	17
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September 2019

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October 2019

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November 2019

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December 2019

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January 2020

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February 2020

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March 2020

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April 2020

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May 2020

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June 2020

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July 2020

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College Closed

Updated January 7, 2020
Approved February 19, 2019, by the Board of Trustees

FALL SEMESTER 2019

August 15	Enrollment (9 am - 6 pm)
August 16	Last day for 100% refund
	Late enrollment fees assessed
August 19	Classes Begin
August 20	Student Orientation
August 23	Last day for 75% refund
August 30	Last day to add/drop
	Last day for full textbook refund
	Last day for 50% refund
September 2	Labor Day (College closed)
September 6	Last day for 25% refund
	NO refunds after this date
October 7-11	Mid-terms week
October 11	Last day to petition to graduate
October 14-18	Mid-terms advisement
October 25	Last day to withdraw
October 31	Assessment Day
November 12	Early registration for spring semester
November 25-26	Student Fall Break (no classes)
November 27-29	Thanksgiving (College closed)
December 2-5	Finals week
December 9	Grades due by 5 pm
December 16-January 2	Holiday Break (College closed)

SPRING SEMESTER 2020

January 16	Enrollment (9 am - 6 pm)
January 17	Last day for 100% refund
	Late enrollment fees assessed
January 20	Martin Luther King, Jr. Day (College closed)
January 21	Classes Begin
January 22	Student Orientation
January 24	Last day for 75% refund
January 31	Last day to add/drop
	Last day for full textbook refund
	Last day for 50% refund
February 7	Last day for 25% refund/no refunds after this date
March 9-13	Mid-terms week
March 13	Last day to petition to graduate
March 16-20	Mid-terms advisement
March 23-27	Spring Break (College closed)
April 9	Assessment Day
April 9	Last day to withdraw
April 10	Spring Holiday
April 14	Early registration of summer I, II, and III
	Early Registration for fall semester
May 4-7	Finals week
May 8	Graduation
May 11	Grades due by 5 pm

SUMMER SEMESTER 2020

Summer 1	4 Week Session, May 26-June 19
Summer II	8 Week Session, May 26-July 17
Summer III	4 Week Session, June 22-July 17
May 21	Summer I and II enrollment (9 am - 5 pm)
May 22	Late enrollment fees assessed for
	Last day for 100% refund for Summer I and II
May 25	Memorial Day (College closed)
May 26	Classes begin for Summer I and II
May 29	Last day to add/drop for Summer I
June 1	Last day to withdraw for Summer I
June 5	Last day to add/drop for Summer II
June 18	Summer III enrollment (9 am - 5 pm)
June 19	Last day of classes for Summer I
	Late enrollment fees assessed for Summer III
	Last day for 100% refund for Summer III
June 22	Classes begin for Summer III
	Grades due by 5 pm
June 26	Last day to withdraw for Summer II
	Last day to add/drop for Summer III
June 29	Last day to withdraw for Summer III
July 3	Independence Day observed (College closed)
July 17	Last day of classes for Summer II and III
July 20	Grades due by 5 pm for Summer II and III

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ABOUT THE COLLEGE

MISSION

Mesalands Community College is an institution of higher education that promotes student learning through quality education and services while fostering personal growth, leadership, and opportunity to a culturally diverse community.

GOALS

The goals of Mesalands Community College are to provide:

- An environment where learning is appreciated, encouraged, and assessed.
- Academic and technical programs for qualified individuals to enhance their lifelong educational opportunities, with an emphasis in a general core base of knowledge.
- Accessible, multi-faceted services to qualified participants.
- Opportunities to develop leadership skills and achieve personal growth by valuing academic and social responsibility.
- Quality community service programs responding to the diverse needs of the region.

GENERAL EDUCATION PHILOSOPHY

One of the goals of higher education is to prepare students with the cultural and social skills which will enable them to participate actively in our society. General education courses are intended to introduce students to a body of knowledge that gives meaning and cohesion to our society, in preparation for life-long learning.

The general education requirements are also intended to prepare the community college student with the academic background and skills to successfully pursue more advanced degrees at colleges and universities and/or to be more successful in a career. To that end, Mesalands Community College has incorporated into each degree and applied science certificate an institutional core of general education.

The College has identified three General Education competencies that all Mesalands Community College graduates should demonstrate upon completion of a degree. General Education competencies are delivered and assessed in specific, identified courses and reinforced and further assessed in discipline courses. These competencies represent the most deeply held values of the College, and are as follows:

Communication: Students will read, write, listen and use verbal skills to organize and communicate information and ideas in personal and group settings.

Quantitative and Scientific Reasoning: Students will demonstrate mathematical principles and scientific reasoning by applying appropriate methods to the inquiry process.

Critical Thinking: Students will identify, evaluate and analyze evidence to guide decision making and communicate their beliefs clearly and accurately.

HISTORY

Mesalands Community College was established as Tucumcari Area Vocational School (TAVS) under the Area Vocational School Act of New Mexico during the thirty-third Legislative Session of the State of New Mexico. In January 1979, an act of the Legislature authorized the establishment of an area vocational school in Tucumcari (Statutory Authority: Sections 21-17-1 through 21-17-17 NMSA 1978). The school was authorized to offer programs of vocational education leading to certificates and diplomas.

In November 1993, the institution was authorized by the New Mexico Commission on Higher Education to offer Associate of Applied Science degrees in Business Administration and Computer Information Systems.
In June, 1994, the Commission on Higher Education

authorized the College to offer the Associate of Applied Science degree for each of its technical/vocational programs. The degree programs were implemented in the fall semester of 1994.

In 1994, the Board of Trustees authorized Tucumcari Area Vocational School to begin doing business as Mesa Technical College in order to more accurately represent the institution to its varied constituents as a small community college.

In the fall semester of 1995, Mesa Technical College implemented a pre-collegiate studies program and expanded its course offerings in general education. In the spring semester of 1996, the College began expanding its offerings via distance learning; including the Electronic Distance Education Network (EDEN), a cooperative effort of the universities of New Mexico, PBS, and the Internet.

In the spring semester of 1996, the College developed programs in paleontology and geology. Mesalands Dinosaur Museum and Natural Science Laboratories were planned, based on a partnership that developed between the College and the community in recognizing, owning, and promoting this region's rich heritage as one of the premiere deposits of fossilized ancient life. The community continues to donate considerable time, energy, and resources to the museum for cataloging specimens and providing sites for further exploration. An outgrowth of planning for separate funding of the museum resulted in the establishment of Mesa Technical College Foundation, Inc., for charitable, scientific, and educational purposes.

On July 1, 1996, Mesa Technical College came under the direction of a new president, Dr. Phillip Barry, who instituted a concerted effort in strategic planning - a prerequisite to addressing institutional challenges and implementing effective change. The College's new direction has manifested itself in significant changes; including the implementation of student assessment, institutional effectiveness, and curriculum development. The institution's mission and goals were reviewed and revised; appropriate to Mesa's new effort toward community college status.

The president also launched an intensive effort to earn accreditation from The Commission on Institutions of Higher Education of the North Central Association (NCA) of Colleges and Schools. Administration, faculty, and staff set forth on a fast track to compress the two-year process normally needed to earn a site visit from NCA into a period of less than one year. In August, 1997, these efforts were rewarded when NCA granted Mesa Technical College candidacy for accreditation. In August of 1999, Mesa was granted the status of initial accreditation by NCA; at which time the state allowed the College to begin offering the Associate of Arts degree. In 2004, Mesalands Community College received 10 years of accreditation from the Higher Learning Commission, a Commission of North Central Association of Colleges and Schools.

In the fall of 1998, the College launched a new intercollegiate rodeo program in response to the desires of its students and the locale in which the College is situated. The success of this program led to the establishment of a livestock judging team in 2001.

With the College continuing to grow and mature, the College's name was changed to more adequately reflect its mission. On September 11, 2001, the Board of Trustees renamed the institution Mesalands Community College.

In 2004, the College took to the airwaves when it designed and launched its Mesalands Telecommunication Network (MTN) and implemented Digital Interactive Television (DITV). Then, in 2005, a Spanish language outreach radio program, "La Voz," began airing twice weekly. That same year saw Building Trades start.

A new expanded Health and Wellness Facility was added to Building A in 2007.

The North American Wind Research and Training Center was initiated in 2005. A commercial-grade, 1.5 megawatt General Electric wind turbine was erected on campus in 2008. During fall semester the same year, classes in Wind Energy Technology were initiated.

In the spring of 2010, Building G was expanded to include the President's Office, the Board of Trustees' Conference Room, four new classrooms, and the Bookstore.

In the fall of 2010, the North American Wind Research and Training Center, a 27,000 square foot building, was dedicated.

In the spring of 2011 operations began in the new Wind Center.

In June 2011, Dr. Phillip O. Barry, President of Mesalands Community College, retired after 15 years of dedicated service.

On July 1, 2011, a new President was hired. In January 2013, he College began the third Presidential Search Process.

On July 11, 2013, after an extensive nationwide search, the Board of Trustees hired Dr. Thomas W. Newsom, as the next President of Mesalands Community College.

On July 1, 2018, the Board of Trustees appointed Dr. John Groesbeck, as the next President of Mesalands Community College.

In October 2018, the College received approval from the Higher Learning Commission to offer the Associate of Applied Science degree in Cowboy Arts/ Western Silversmithing and Fabrication.

THE MESALANDS AREA

Tucumcari, home of Mesalands Community College, was born out of a railroad construction camp in 1901 when the Rock Island Railroad was pushing a line toward the west coast. Merchants, gamblers, saloonkeepers, and dancehall girls from the rip-roaring cowtown of Liberty dismantled their establishments and moved three miles south to take advantage of the payrolls of the hard-working, hard-playing railroad gangs. At first, the railroad camp was called Six-Shooter Siding.

After Indian Territory was opened in Oklahoma, the mesalands area surrounding Tucumcari got an overflow of homesteaders who had arrived in Indian Territory too late to get land. By 1907, there were 20 small towns scattered about Tucumcari. But it was a hardscrabble life for a dryland farmer during the Great Depression and the Dust Bowl Era. Most of the towns reverted to cow pastures.

The area owes its life to a dam across the South Canadian River that was authorized in 1935 and completed in 1940; bringing irrigation from Conchas Lake and the Canadian River to some 45,000 to 60,000 acres of farmland around the mesalands. As cow pastures were broken up and sold for irrigated farms, many of the ranchers were replaced by farmers.

THE CAMPUS

Mesalands Community College is situated at 911 South Tenth Street in Tucumcari, New Mexico, approximately 100 miles west of Amarillo, Texas, and 168 miles east of Albuquerque, New Mexico. Tucumcari is located in the eastern part of the state and is surrounded by scenic mesas. It is recognizable by its landmark, the 5,000-ft. butte known as Tucumcari Mountain. Interstate Highway 40 and U.S. Highway 54 converge in the town making it a popular tourist site.

The campus of Mesalands Community College is positioned on 23 acres, with room for future expansion. The main campus is comprised of six buildings, with additional buildings located at other sites off the main campus. The College currently operates the following facilities:

Building A:
- Administrative offices, including the offices of Enrollment Management, Business, Student Affairs, Financial Aid, Recruiting and Academic Affairs
- Arts and Sciences
- Business Administration
- Career Services Center
- College Library
- Computer Information Systems
- Computer Laboratories
- Conference Facilities
- Distance Education
- Educational Services Center
- Health and Wellness Facility
- Off-Campus Programs
- Mesalands Community College Foundation, Inc.
- Public Relations Department
- Science Laboratory
- Student Commons
- Telecommunications Center

Building B:
- Building Trades

Building C:
- Artistic Silversmithing
- Maintenance
- Small Business Development Center
- Welding Laboratory

Building D:
- Animal Science/Agri-Business
- Farrier Science
- Fine Arts
- Intercollegiate Rodeo

Building E:
- Computer Laboratory
- North American Wind Research and Training Center
- Wind Energy Technology

Building F: (Located at the corner of First Street and Laughlin Avenue)
- Mesalands Community College's Dinosaur Museum Natural Sciences Laboratory
- Museum Shop
- Classrooms

Building G:
- Academic Classrooms
- Board Room
- College Bookstore
- Institutional Development
- Personnel
- President's Office

Building H: (Located on Camino del Coronado)
- Horse Complex
- Rodeo Facilities

The College has developed partnerships with Quay County for the use of a professional rodeo arena. Building H consists of 70 horse stalls for student rental, and is adjacent to the arena; which is located within the Quay County Fairgrounds three blocks from the College on Camino del Coronado.

AUTHORIZATIONS

NEW MEXICO HIGHER EDUCATION DEPARTMENT

Mesalands Community College is authorized by the New Mexico Higher Education Department to offer degrees and certificates. The Department brings a statewide perspective in recommending and establishing policy direction and providing leadership in higher education within New Mexico. Mesalands Community College's general education courses are included in the New Mexico Higher Education Department matrix of courses for articulation among two and four-year colleges in the state. Information may be found on the Higher Education Department's web page: www.hed.state.nm.us. Students from Mesalands Community College have been successful in transferring credits and transitioning to four-year colleges within the state.

VETERAN'S ADMINISTRATION

The College is approved by the New Mexico State Approving Agency (SAA) to train veterans and other eligible persons to receive GI Bill® education benefits under the provisions of 38 Code of Federal Regulations, §21.4253, Title 38, United States Code 3675.

MEMBERSHIPS

Mesalands Community College, as an involved community institution of higher education, maintains memberships in many organizations, including the following:

- American Association for Higher Education
- American Association for Women in Community Colleges
- American Association of Collegiate Registrars and Admissions Officers
- American Association of Community Colleges
- American Association of Museums
- American Farriers Association
- American Library Association
- AMIGOS
- Association for Career and Technical Education
- Association for Supervision and Curriculum Development
- Association of College and Research Libraries
- Association of Community College Trustees
- Association of Small Business Development Centers
- College and University Professional Association for Human Resources
- Council of North Central Two-Year College
- Council for Higher Education Computing Services
- Fulbright Association
- Hispanic Association of Colleges and Universities
- Mountain Plains Adult Education Association
- Mountain Plains Museum Association
- Mountain States Association of Community Colleges National Academic Advising Association
- National Art Educators
- National Association o f Colleges and Employers National Association of College and University Business Officers
- National Association of College Stores
- National Association of Student Financial Aid Administrators
- National Association of Student Personnel Administrators
- National Business Education Association
- National Council of Marketing and Public Relations
- National Intercollegiate Rodeo Association
- National Safety Council
- New Mexico Adult Education Association
- New Mexico Art Education Association
- New Mexico Association of College Registrars and Admissions Officers
- New Mexico Association of College Stores
- New Mexico Association of Museums
- New Mexico Association of Student Financial Aid Administrators
- New Mexico Higher Education Department
- New Mexico Education Council
- New Mexico Independent Community Colleges
- New Mexico Library Association
- New Mexico Mathematical Association of Two-Year Colleges
- New Mexico Professional Horseshoers Association
- New Mexico State Network of Small Business Development Centers
- North American Transportation Management Institute
- Rocky Mountain Association of Collegiate
- Registrars and Admissions Officers
- Rural Community College Alliance
- Society for the Preservation of Natural History Collections
- Southwest College Bookstore Association
- Southwestern Association of Student Financial Aid Administrators
- Texas Association of Schools of Art
- The Higher Learning Commission, a Commission of the North Central Association of Colleges
- Western Association of College and University Business Officers

ACCREDITATION

Mesalands Community College is accredited by The Higher Learning Commission, a Commission of the North Central Association of Colleges and Schools, 30 North La Salle St., Suite 2400, Chicago, IL 60602-2504, (800) 621-7440; info@ncacihe.org

TRANSFER AMONG NEW MEXICO HIGHER EDUCATION INSTITUTIONS

To facilitate transfer of students and course credits among New Mexico's colleges and universities, the state's public institutions of higher education are required to accept transfer courses taken within approved modules of lower-division course work and apply them toward degree requirements. Several transfer guides have been developed through collaboration with New Mexico's public postsecondary institutions, consistent with requirements of state law (SB 161). Students enrolling for first year or second year study at a New Mexico institution who wish to prepare for possible transfer into a degree program at another institution are advised to take these courses during their freshman and sophomore years.

Student Responsibility

New Mexico's colleges and universities have collaborated to produce guides to assist students who plan to transfer before they complete a program of study. Course modules are designed to help students select courses carefully so that they may transfer with little or no loss of credit. However, planning for effective transfer with maximum efficiency is ultimately the student's responsibility. Responsible transfer planning includes early and regular consultation with the intended degree-granting institution to assure that all pre-transfer coursework will meet the requirements of the desired degree.

Transferable Lower-Division General Education Common Core

Students enrolled for first year study who have not yet selected either an academic focus or the institution from which they wish to graduate are advised to take courses during their freshman year outlined in the New Mexico General Education Common Core. For students enrolled at any public institution in New Mexico, these courses are guaranteed to transfer to any other New Mexico public college or university, and will apply toward associate and baccalaureate degree program requirements. Students should consult advisers at their current institutions regarding which specific courses fit these categories.

Students preparing for careers in engineering, sciences, or other profession-related fields are advised that some of their course work may not transfer toward general education requirements. In most cases, it will be applied toward elective requirements.

New Mexico Common Course Numbering System

A common course numbering system has been devised by New Mexico colleges and universities. The purpose of the system is to assist New Mexico students who wish to transfer between institutions within the state. The system provides a neutral state-wide course identifier for those courses that are similar in nature and considered to be equal in transfer. If a Mesalands Community College course has a New Mexico Common Course Number (NMCCN), that course number is listed below in parentheses and, if applicable, is also listed parenthetically following the course description in the Course Description section of this catalog.

The following is a list of Mesalands Community College (MCC) courses included in the New Mexico General Education Common Core:

Area I: Communications (9 credits)

MCC	NMCCN	Course Title
ENG 102	(ENGL 1113)	English Composition
ENG 104	(ENGL 1123)	English Composition. and Research
ENG 233	(ENGL 2113)	Professional and Technical Writing
COM 101	(COMM 1213)	Interpersonal Communications
COM 102	(COMM 1113)	Public Speaking

Area II: Mathematics (3 credits)

MCC	NMCCN	Course Title
MATH 110	(MATH 1113)	College Algebra
MATH 112	(MATH 1213)	Trigonometry
MATH 141	(MATH 1613)	Calculus I
MATH 213	(MATH 2414)	Statistical Methods

Area III: Laboratory Science (8 credits)

MCC	NMCCN	Course Title
BIOL 113	(BIOL 1114)	Introduction to Chemistry II
CHEM 115	(CHEM 1214)	Introduction to Chemistry I
CHEM 116	(CHEM 1224)	Introduction to Chemistry II
PHYS 115	(PHYS 1114)	Introduction to Physics
PHYS 120	(ASTR 1114)	Introduction to Astronomy
PHYS 201	(PHYS 1214)	College Physics I
PHYS 202	(PHYS 1224)	College Physics II
GEOL 151	(GEOL 1114)	Physical Geology
GEOL 152	(GEOL 1214)	Historical Geology
GEOL 230	NA	Environmental Geology

Area IV: Social/Behavioral Sciences (6-9 credits)

MCC	NMCCN	Course Title
ECON 251	(ECON 2113)	Macroeconomics
ECON 252	(ECON 2123)	Microeconomics
PSCI 102	(POLS 1123)	American Politics
PSCI 202	(POLS 1213)	State and Local Government
PSY 101	(PSYC 1113)	Introductory Psychology
SOC 101	(SOCI 1113)	Introductory Sociology
SOC 212	(SOC 2113)	Contemporary Social Issues
SOC 215	(SOC 2213)	Marriage and the Family

Area V: Humanities and Fine Arts (6-9 credits)

MCC	NMCCN	Course Title
ART 101	(ARTS 1113)	Art Appreciation
ART 261	(ARTS 2113)	Art History
ENG 201	NA	Types of Literature
ENG 211	(ENGL 2213)	Introduction to Literature
ENG 221	(ENGL 2413)	British Literature Survey I
ENG 270	(ENGL 2713)	Southwest Literature
ENG 271	NA	Women in Literature

ENG 275	NA	The Motion Picture
HIST 101	(HIST 1113)	Survey of American Hist. to 1877
HIST 102	(HIST 1123)	Survey of American Hist. since 1877
HIST 121	(HIST 1053)	Survey of Western Civilization I
HIST 122	(HIST 1063)	Survey of Western Civilization II
MUS 101	(MUS 1113)	Music Appreciation
PHIL 201	(PHIL 1113)	Introduction to Philosophy
PHIL 202	(PHIL 2113)	Ethics
THTR 101	(THTR 1013)	Introduction to Theatre
Total to be selected		35 semester hours

Lower-Division 64-Hour Transfer Modules

Students who have selected a field of study but who have not selected the college or university from which they wish to earn their baccalaureate degree are advised to take courses during their freshman and sophomore years as outlined in one of the Lower-Division 64-hour Transfer Modules. For students enrolled at any public institution in the state, these courses are guaranteed to transfer to any New Mexico university and apply toward bachelor's degree program requirements. Students should consult advisers at their current institutions regarding which specific classes fit these categories. Lower-division transfer modules presently exist for:

- Business
- Early Childhood Education

Copies of these Transfer Modules may be obtained in the Student Affairs Office or at the New Mexico Higher Education Department's web site (www.hed.state.nm.us).

ARTICULATION AGREEMENTS AND INTER-INSTITUTIONAL TRANSFER GUIDES

Mesalands Community College has formal articulation agreements with Eastern New Mexico University, The University of New Mexico, New Mexico Highlands University, New Mexico State University, West Texas A&M University, The University of Phoenix, Amarillo College, Luna Community College, Clovis Community College, and Franklin University.

Students who have selected a field of study and/or the institution from which they wish to graduate are advised to consult the transfer guide or catalog of that institution for more current and detailed advice to guide their course selection. Formal published transfer guides between Mesalands Community College and Eastern New Mexico University, New Mexico Highlands University, and the University of New Mexico are available in the Office of Enrollment Management.

Complaint Procedures for Transfer Students

Problems regarding the transfer of credit to Mesalands Community College from other colleges or universities should first be directed to the Office of Enrollment Management. Complaints not resolved at this level should be submitted in writing to the Academic Standards and Issues Committee. Students who are attempting to transfer credit from Mesalands to other institutions and experience difficulty are encouraged to contact the Office of Enrollment Management for advice and/or assistance.

Issues involving New Mexico institutions regarding New Mexico Transfer Modules or courses within these modules that cannot be resolved by the above processes may be directed to the New Mexico Higher Education Department, 2048 Cerrillos Road, Santa Fe, NM 87505. If a student's articulation complaint regarding courses contained in a module is upheld by the Department, the receiving institution must reimburse the student the complete cost of tuition, books and fees for each course the student was required to repeat at the receiving institution.

MESALANDS COMMUNITY COLLEGE'S DINOSAUR MUSEUM AND NATURAL SCIENCES LABORATORY VOLUNTEER ASSOCIATION

The purpose of the Mesalands Community College's Dinosaur Museum and Natural Science Laboratory Volunteer Association, also known as "fossil friends," shall be to support the functions of the Mesalands Dinosaur Museum and Natural Science Laboratory and:

1. Assist the Curator with projects, as needed.
2. Facilitate the volunteer activities.
3. Promote public programing and educational opportunities for Friends' members in areas " pertaining to the Mesalands Dinosaur Museum and Natural Sciences Laboratory.

MESALANDS COMMUNITY COLLEGE'S STAMPEDE BOOSTER CLUB

The Mesalands Community College's Stampede Booster Club is a volunteer booster association. The purpose of the Stampede Booster Club shall be to support the functions of the Mesalands Community College intercollegiate athletic teams, and:

1. Assist the coaches with projects, as needed.
2. Facilitate the volunteer activities.
3. Promote public programing and educational opportunities for Stampede Club members in areas pertaining to intercollegiate athletics.

COLLEGE COMPLIANCES

EQUAL OPPORTUNITY NON-DISCRIMINATION/ NON-RETALIATION STATEMENT

Mesalands Community College is committed to the policy of equal opportunity in employment and education regardless of race, color, ancestry, religion, national origin, sex, age, physical or mental disability, serious medical condition,veteran status, spousal affiliation, sexual orientation, gender identity or any other basis prohibited by federal, state or local law.

In compliance with Titles II, VI and VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, the Americans with Disabilities Act and Section 504 of the Rehabilitation Act of 1973, the Age Discrimination in Employment Act, and Section 402 of the Vietnam Era Veteran's Readjustment Act of 1974, the New Mexico Human Rights Act and any other applicable federal, state and local laws, Mesalands does not discriminate against any applicant, employee or student. This policy covers admission, access, and service in College programs and activities, and application and treatment in College employment. This policy also applies to all aspects of employment, including but not limited to hiring decision, promotions, training, pay, benefits, layoffs, discipline and terminations. In addition, it continues to be the policy of Mesalands to maintain a working environment free of discrimination and harassment.

Mesalands also strictly prohibits any form of retaliation against an employee who in good faith makes a complaint, raises a concern, provides information or otherwise assists in an investigation or proceeding regarding any conduct that he or she reasonably believes to be in violation of the policies set forth in this Personnel Handbook.

This policy is designed to ensure that all employees feel comfortable speaking up when they see or suspect illegal or unethical conduct without fear of retaliation. It is also intended to encourage all employees to cooperate with Mesalands in the internal investigation of any matter by providing honest, truthful and complete information without fear of retaliation.

Inquiries regarding equal opportunity policies or the filing of complaints may be directed to: Human Resources Office, Mesalands Community College, 911 South Tenth Street, Tucumcari, NM 88401; (575) 461-4413.

Note: Mesalands makes reasonable accommodations to allow qualified applicants and employees with disabilities equal opportunity for employment and qualified students that have the ability to benefit, equal educational opportunities.

DRUG-FREE CAMPUS

It is Mesalands Community College's policy to provide a safe environment for its employees, students and members of the public. Accordingly, Mesalands adheres to the Drug-Free Workplace Act of 1988, the Omnibus Transportation Act of 1991, and any state or local law regarding the use, sale or possession of alcohol and controlled substances on College property.

Mesalands forbids any employee or student from possessing, using, selling, distributing, or being under the influence of alcohol, drugs, or drug paraphernalia while on College property or while involved in student activities.

TOBACCO-FREE ENVIRONMENT

All of Mesalands Community College's indoor areas are smoke-free and tobacco-free. In support of the New Mexico Clean Indoor Air Act [24-16-1 NMSA 1978], this prohibition against all use of tobacco of any kind is extended to include all campus building facilities (including restrooms, classrooms, work areas, lounges, commons areas, conference rooms, etc.) and all vehicles owned and/or operated by the College. Additionally, smoking is prohibited under the Dee Johnson Clean Indoor Air Act near entrances, windows and ventilation systems of all workplaces and public places.

WEAPON-FREE CAMPUS

Persons in possession of firearms, ammunition, explosives or edged weapons are prohibited from carrying, conveying, or storing such materials on College property or at College functions. The only exceptions to this policy are reserved for law enforcement officers authorized by state law to carry firearms (30-7-2 NMSA 1978) and materials authorized for instructional purposes. Violations of this policy may result in expulsion.

FAMILY EDUCATIONAL RIGHTS/ PRIVACY ACT

It is the College's policy to ensure the right of privacy and access to the student of his or her educational records in accordance with the Family Educational Rights and Privacy

Act (FERPA) of 1974, its amendments and the final rule of the U.S. Department of , Education and Welfare.

FERPA gives students certain rights regarding their records including:

1. The right to inspect information contained in the student's educational records.
2. The right to request correction of records upon proof of error.
3. The right to prevent disclosure of records without consent, with certain exceptions, including directory information, as delineated in the College's complete policy.
4. The right to secure a copy of the College's complete policy (see Office of Enrollment Management).
5. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the College to comply with the provisions of the Act.
6. The right to have directory information withheld.

RELEASE OF STUDENT INFORMATION

With the exception of "directory information" and other exceptions permitted by the Family Education Rights and Privacy Act (FERPA), no access to a student's or former student's educational records will be granted unless a written authorization form is completed.

Directory information consists of the following:

Name, mailing address, date of birth, major field of study, classification (freshman or sophomore), dates of attendance, honors and degrees awarded, photographic image, e-mail address, and the name of the education agency or college attended immediately prior to enrollment at Mesalands.

Students currently enrolled who wish to deny release of directory information must complete an "Access to Student Records" form in the Office of Enrollment Management. Restriction of directory information will only be honored while the student is currently enrolled at Mesalands. Should a student not maintain continuous enrollment, she/he must complete another form upon readmission.

STUDENT RIGHT-TO-KNOW AND CAMPUS SECURITY ACT

Mesalands Community College is committed to maintaining a safe, secure environment for working and learning. The Tucumcari Police Department provides law enforcement services for the College campus. This includes 24-hour patrol and dispatch services, as well as emergency access through telephone number 9-1-1. The College complies with the Campus Security Act and publishes information related to crime and campus security. This information is available to all current students and employees, and to any applicant for enrollment or employment.

STUDENT CODE OF CONDUCT

In an effort to create the best possible learning environment, Mesalands requires students to respect the individual rights of others and to exercise reasonable and responsible judgment while on the campus or while participating in College activities. Certain forms of student conduct which are deemed to be inconsistent with the institution's learning environment and goals are subject to Mesalands standards.

Written policies which have been formulated regarding standards of student conduct, are available in the Student Affairs Office and published in the Student Handbook. It is a condition of enrollment for all students to abide by the policies established by the Mesalands Board of Trustees regarding behavioral standards and the appropriate code of conduct. Failure to comply with these written policies may result in disciplinary suspension or dismissal from the institution.

The College reserves the right to involve law enforcement agencies in any violation of city or county ordinances and state or federal law.

DISCRIMINATION AND SEXUAL HARASSMENT POLICY

Mesalands Community College disapproves of and will not tolerate discrimination based on race, color, sex, age, religion, national origin, physical disability, mental disability or serious medical condition; and/or the sexual harassment of its employees, students, or visitors. Any student who engages in discrimination or sexual harassment will be subject to discipline, and the appropriate corrective action will be taken to prevent its recurrence. Any incidents of discrimination or sexual harassment by anyone, including non-employees, should immediately be brought to the attention of the Personnel Department.

EDUCATIONAL POLICIES

ATTENDANCE POLICY

Mesalands Community College holds to the philosophy that students who attend class regularly are better prepared to learn. If a student stops attending class, it is his/her responsibility to officially withdraw from the course.

DIRECTED STUDIES

Directed Study is permitted under the following conditions:

1. A required class cannot be taken due to a scheduling conflict which is no fault of the student; or
2. A student wishes to pursue a project for elective credit which is related to his/her program of study, but which is not part of the content of an existing class.

Students wishing to take a class as a Directed Study must have completed at least 30 credits, with a minimum cumulative GPA of 3.0. Directed Study must be approved by the instructor as well as the Vice President of Academic Affairs. No more than one class per semester may be taken as Directed Study, nor more than a total of 7 credits for the duration of the student's educational experience at Mesalands Community College. The student will be responsible for the same fees and tuition paid for a traditional class.

ADVANCED PLACEMENT CREDIT

Credit is awarded for those students who have attained qualifying scores on Advanced Placement (AP) examinations. Credit will be awarded only upon receipt of an official AP score report from the College Board. For more information on complete Advanced Placement policies see the Office of Enrollment Management.

CHANGES IN ENROLLMENT

ADD/DROP

Students who wish to add or drop a course may do so only during the time specified in the College calendar. Students cannot add courses after the late enrollment deadline without the consent of the instructor and the Director of Enrollment Management.

WITHDRAWAL

Students are allowed to withdraw from a course without academic penalty up until the published withdrawal date, which is established in the College calendar. In addition, students may completely withdraw from Mesalands Community College at any time prior to the date established in the College calendar as the last day to withdraw from courses without academic penalty.

Students who are forced by emergencies or circumstances beyond their control to leave the College without officially withdrawing should notify the Office of Enrollment Management and request an administrative withdrawal.

FULFILLMENT OF PREREQUISITES

A number of courses at Mesalands Community College are dependent upon knowledge gained in preceding classes. It is required that students receive at least a grade of "C" in all prerequisite courses prior to proceeding in the course sequence. Prerequisite courses are not normally waived.

ACADEMIC LOAD

Full-time students must be enrolled in 15 or more credit hours during a regular semester and 6 or more hours during the summer semester. Part-time students may take fewer than 15 credit hours during a regular semester and fewer than 6 credit hours during the summer semester.

Normally a student may not enroll in more than 18 credits for a regular semester or 9 for a summer semester unless he/she had a GPA of 3.0 or higher the previous semester and has completed at least 12 credits. First time freshmen and high school concurrently enrolled students cannot enroll in more than 18 credits. Students who meet the above criteria wishing to enroll in 22 credits or more in a fall or spring semester (or 10 or more credits in the summer),

must have the approval of the Vice President of Academic Affairs or the Vice President of Student Affairs.

GRADING SYSTEM

FINAL GRADES

Final grades are based on the quality of work done in courses offered for credit. They appear on a student's transcript and are used to calculate the grade point average (GPA). Letter grades are defined as follows:

Letter Grade	Descriptions	Grade Points per Unit of Credit
A	*Excellent work*	*4*
B	*Better-than-Average work*	*3*
C	*Average work*	*2*
D	*Below-average work*	*1*
F	*Failing work*	*0*
I	*Incomplete*	*0*
W	*Withdrawal*	*0*
AU	*Audit*	*0*
P	*Passing*	*0*

INCOMPLETE

An "I" is issued when unforeseeable circumstances beyond the student's control prevent the student from completing course requirements by the end of the semester. Incomplete grades will not be authorized when the student has failed to complete course requirements or has failing grades due to personal negligence. To apply for a grade of "I," the student must complete an Incomplete Grade Form with their instructor. A student may only apply for an incomplete grade after the deadline for withdrawing and before the last week of class. If an emergency arises prior to the withdrawal deadline that prevents a student from completing a course, he/she should withdraw from the class. An incomplete will not be awarded.

A student who applies for an incomplete grade must attend class up until the time of applying for the incomplete, or up until the time a legitimate, documented emergency occurs. Those in distance education courses must make progress in their class and maintain contact with their instructor.

A student must have maintained a passing grade in the course up until the time of applying for an incomplete grade. A grade of incomplete cannot be replaced by repeating the course. If a student takes an incomplete and repeats a course the following semester, he/she will still be expected to complete the requirements of the incomplete course. Upon completion, an appropriate grade will be issued. A student who receives an Incomplete or grade of "I" will be given five weeks from the date the Incomplete was issued to complete their course work.

WITHDRAWAL

Students are allowed to withdraw from a course without academic penalty up until the established withdrawal date. This date is established in the institutional calendar and published in the class schedule, the student handbook, and the College catalog. A drop/add/withdrawal fee will be assessed.

The withdrawal deadline for short courses and courses which do not meet according to the regular semester schedule is pro-rated accordingly. See the Office of Enrollment Management for withdrawal deadlines for these courses.

AUDIT

Auditing a course gives a student an opportunity to attend a class as a non-graded, non-credit participant. Students typically audit a course in order to review a subject area, as a course refresher, or for their own general interest. Students must register for audited courses in the same manner as they do for regular courses. Standard tuition and fees apply to all audited courses, and are due and payable at the time of enrollment.

Audited courses are recorded on the College transcript as an "AU" and cannot be changed to a credit course or grade at a later date. Students may repeat the course for credit at a later date.

PASS/FAIL GRADING

At the direction of the Vice President of Academic Affairs, courses which are not prescribed in a specified plan of study may be offered on a Pass/Fail grading basis. Also, students may opt to take courses on an individual Pass/Fail basis. However, only a maximum total of 7 credits of Pass/Fail may be used towards a student's educational plan of study at Mesalands Community College. Students must maintain a 75% average to receive a grade of "P." Any lower average will be recorded as an "F."

CHANGE OF GRADING STATUS

Students may elect to change from conventional grading to "Audit" or "Pass/Fail," or vice versa at any time during the drop/add period by notifying the Office

of Enrollment Management. A drop/add fee will be assessed.

GRADE APPEAL

Any student who feels his or her grade is incorrect may appeal for a grade change by observing the following steps:

Discuss the grade with the instructor involved,
And
if unable to reach an agreement, make an appointment with the Vice President of Academic Affairs and present all evidence relating to the grade. The final appeal will be made to the Vice President of Academic Affairs, whose decision is final.

REPEATING COURSES

Courses may be repeated only once to improve a grade. Students who wish to take advantage of this policy should notify the Office of Enrollment Management and complete an "Application to Repeat" form. Grades in both classes will appear on the transcript, but only the last grade earned will be used to calculate the cumulative grade point average (CGPA).

TRANSFERRING CREDIT

Institutions of higher education across the United States have the option of transferring (accepting) course credits from other institutions of higher education. Students are encouraged to work with Student Affairs personnel to develop and/or review their plan of study to assure ease of transfer from one institution to another by submitting a transcript evaluation request to the Director of Enrollment Management. Currently, all public institutions of higher education in the State of New Mexico recognize the General Education Common Core of Courses (35 credits), as coordinated by the New Mexico Higher Education Department. These courses will transfer to all public colleges and universities in the State of New Mexico.

Only credit which is applicable toward a student's signed Educational Plan of Study shall be considered for transfer credit. Students who wish to obtain credit for past college work must have an official transcript from each previous college mailed directly to Mesalands Community College. They must also complete a Request for Transcript Evaluation Form. Only courses for which a grade of "C" or better (or "P" or "S") will be considered for transfer.

Any course accepted on transfer must be equivalent to the Mesalands Community College course for which it is substituted on the plan of study. If the course transferred to Mesalands is for fewer credits than the Mesalands course, the student must acquire additional credit(s) relevant to his/her plan of study to make up the difference. Courses accepted in transfer will not be included in the Cumulative Grade Point Average (CGPA).

Transfer credit for military training will be allowed in accordance with the above, provided the student provides official documentation of course completion, including the course's American Council on Education ID number. The Guide to the Evaluation of Educational Experiences in the Armed Services shall be used in evaluating the course's equivalency to Mesalands courses.

Problems regarding the transfer of credit to Mesalands Community College from other colleges or universities should first be directed to the Office of Enrollment Management. Complaints not resolved at this level should be submitted in writing to the Academic Standards and Issues Committee. Students who are attempting to transfer credit from Mesalands to other institutions and experience difficulty are encouraged to contact the Office of Enrollment Management for advice and/or assistance.

Issues regarding transfer credit between New Mexico institutions which cannot be resolved by the above processes may be directed to the New Mexico Higher Education Department, 2048 Cerrillos Road, Santa Fe, NM 87505.

Computing Grade Point Average

The grade point average (GPA) is calculated as follows, where A = 4, B = 3, C = 2, D = 1, F = 0: multiply the number of credits for a course by the points assigned to the letter grade for each class (e.g., "A" = 4 grade points x 3 credits = 12; "B" = 3 grade points x 3 credits = 9), add the total points (e.g., 12 + 9 = 21), and divide by the total number of credits (e.g., 21/6 = 3.5 = "B" average).

Grade Point Average

The following is an example of how to determine the GPA after a student takes the courses below and receives the grades as shown:

Course	Final Grade	Grade Points		Credits	Quality Points
ENG 102	A	4	x	3 =	12
MATH 101	B	3	x	3 =	9
BIO 113	C	2	x	4 =	8
SOC 101	D	1	x	3 =	3
ART 101	F	0	x	3 =	0

Total Credits = 16 Total Quality Points = 32
Quality Points divided by Credits = Grade Point Average
(32 divided by 16=2.00)

CREDIT FOR EXPERIENTIAL LEARNING

It is recognized that not all learning takes place within the confines of a college classroom. Learning which is equivalent to that acquired in a classroom may occur in a variety of settings. This learning is referred to as "experiential learning." Experiential learning may occur in non-collegiate settings such as the following:

- Employment, particularly where increasing levels of responsibility have occurred
- Military experience
- Specialized training or continuing education
- Technical or vocational training
- Trade school
- Correspondence studies
- Apprenticeships or internships
- On-the-job training
- Reading of professional publications and journals

Other accomplishments or activities, while not specifically learning activities in themselves, may be evidence of experience and/or advanced knowledge in a particular discipline. These accomplishments may include the following:

- Professional licenses/certificates
- Experience as a lecturer, instructor, mentor, or supervisor
- Personal writings or publications
- Authoring of strategic or business plans
- Development of a company or organizational budget
- Authoring of operational manuals, personnel handbooks, etc.
- Competency test results
- Awards or citations
- Participation in career-related organizations or trade associations
- Leadership role in civic, fraternal, political or religious organizations

It is important to note that simply sitting in a classroom does not guarantee a learning outcome. Likewise, neither does experience or involvement in any of the above activities automatically result in a learning environment equivalent to that which occurs in a collegiate classroom. To this end, involvement in a job or other activity for extended periods of time does not necessarily guarantee a collegiate-equivalent learning outcome.

Recognizing that adult learners may have experiences outside the college classroom that have led to the acquisition of knowledge and skills equivalent to those obtained in a traditional course, Mesalands Community College provides a mechanism for awarding college credit based upon the documentation of collegiate-equivalent learning.

Students with appropriate life experiences may petition for college credit by developing and submitting an Experiential Learning Portfolio. Up to 18 college credits may be awarded toward the Associate of Applied Science Degree in General Studies (see Plans of Study). Credit will be awarded only if appropriate experiential learning has occurred and is documented as specified in this document and the Experiential Learning Portfolio Handbook. Students who are awarded credit for experiential learning must pay the current tuition rate in order to have these credits posted to their transcript and applied toward degree requirements. Contact the Office of Enrollment Management for more information.

VICE PRESIDENT'S LIST

At the end of the fall and spring semesters, the Vice President's List is announced as the official recognition of outstanding academic accomplishments. Qualifications are as follows:

Students must maintain a grade point average of 3.5 or higher for courses taken at Mesalands Community College (excluding pre-collegiate courses). Students must successfully complete 15 or more credit hours and not receive a grade below a "C" in the given semester. Students must not have an outstanding grade of "I" during the given year.

PRESIDENT'S CITATION

At the end of the spring semester, the President's Citation is announced as official recognition of exceptional academic achievement. Qualifications are as follows: maintenance of a cumulative grade point average of 3.75 or higher (excluding pre-collegiate courses), successful completion of 30 or more credits in the fall/spring semesters, with no grade below a "C" or no outstanding grade of "I" during the given year.

ACADEMIC INTEGRITY

The integrity of an academic program rests on the principle that the grades awarded to students reflect

only their own individual efforts and achievement. Students are required to perform the work specified by the instructor and are responsible for the content of the work submitted. This includes papers, reports, and examinations.

ACADEMIC STANDARDS

Honesty in academic work is a central element of the learning environment. The presentation of another individual's work as one's own, or the act of seeking unfair academic advantage through cheating, are violations. The general descriptions below emphasize those boundaries of academic conduct which are essential to the learning environment.

The following acts of academic dishonesty are among those which may lead to College disciplinary action or possible dismissal:

CHEATING

Cheating is defined as submitting assignments, examinations, or other work which is based upon sources or activities forbidden by the instructor. Cheating includes the furnishing of materials to another person for the purpose of aiding that person to cheat. When an unfair academic advantage is gained by a person through deception or other means, that action is defined as cheating.

PLAGIARISM

Plagiarism is defined as submitting assignments, examinations, or other academic work which is not entirely the work of the student. This may include, but is not limited to, such practices as 1) quoting without giving proper credit to a source, 2) expanding someone else's work without giving proper credit, 3) adopting as one's own an actual document (including the copying of computer or other electronic media), and 4) directly using someone else's ideas without giving proper credit.

VIOLATION OF COPYRIGHT

The unauthorized copying of copyrighted material, whether print or computer media, is illegal and is considered an act of academic dishonesty; moreover, such practice makes the violator subject to legal penalty.

PENALTIES FOR ACADEMIC DISHONESTY

The following penalties may be applied in instances of academic dishonesty:

A student caught in the act of academic dishonesty on an assignment or exam shall, at the discretion of the instructor, be assigned a grade of "F" for that assignment or exam, or for the entire class.

A student found to have committed an act of academic dishonesty may be dismissed from Mesalands Community College. The length of the dismissal will depend upon the nature of the offense and may include a permanent dismissal of the student.

PROBATION AND ACADEMIC SUSPENSION

ACADEMIC STANDING

In order to be in good academic standing, students must maintain a cumulative grade point average of at least 2.0 ("C" average). Students who do not meet these standards will be placed on academic probation.

ACADEMIC PROBATION

Any student whose Cumulative Grade Point Average (CGPA) drops below 2.0 will be placed on academic probation. The student must bring the CGPA up to at least 2.0 during the following semester in order to avoid being placed on academic suspension.

ACADEMIC SUSPENSION

Students on the first semester of academic suspension are not allowed to enroll in classes except for pre-collegiate courses or to repeat one or more courses with unsatisfactory grades in order to improve the cumulative grade point average.

If a student completes such limited enrollment under academic suspension with a GPA of less than 2.0 for that semester, the student will not be allowed to enroll in any courses the following semester. If the GPA for that semester is 2.0 or higher (but the cumulative GPA is still below 2.0), the student may continue on limited enrollment while under academic suspension. If the cumulative GPA reaches 2.0 or higher, the student will be released from probation and suspension.

Students who are placed on complete academic suspension for a second time are not automatically readmitted after one semester. Instead, after one semester of suspension, the student must submit a written petition to the Academic Standards and Issues Committee requesting readmission. The committee can grant readmission at this time, or may choose to require a suspension of a full year or longer. They may also deny future readmission altogether.

Students readmitted after suspension may also be required to follow additional stipulations, including periodic meetings with an adviser or counselor, tutoring, attendance, or GPA requirements. Students readmitted after suspension who do not follow such stipulations are subject to immediate dismissal from the College.

STUDENT APPEALS

Students who wish to appeal academic probation or suspension must do so in writing to the Vice President of Academic Affairs prior to the first day of regular registration for the following semester.

STUDENT COLLEGE SUCCESS COURSE

All students pursuing a degree are required to take ACS 100 Student College Success, if they place into a pre-collegiate course, within the first 12 credit hours of enrollment. This three-hour course is designed to assist students in obtaining the skills necessary to reach their educational, career, and personal goals.

Course topics include decision-making, time management, test taking, career planning, library skills, study techniques, communication skills, and personal topics facing college students.

SUCCESS ASSESSMENT/PLACEMENT TESTING

The Success Assessment/Placement Test, which is administered through the Educational Services Center in Building A, is used to place students in appropriate math, English, reading, and computer classes. These classes help to ensure students' success while enrolled at Mesalands Community College.

All students pursuing a degree and any student enrolling in core math or English classes must complete the assessment prior to enrollment. Students must enroll in the level of math, English, and computer classes prescribed by the assessment and, if indicated, in pre-collegiate reading. Students who score below prescribed levels on the Success Assessment/Placement Test will be placed in Adult Education courses prior to enrolling in collegiate level courses.

Each one of these additional courses you place into will cost you extra time and tuition money to complete and also uses up your financial aid eligibility; therefore, students are strongly encouraged to do their very best on these placement exams. Retaking the exam to further improve your results will cost an additional fee.

Preparing yourself for the ACCUPLACER by reviewing and taking practice exams can save you significant time and money. Ask an Educational Services Center staff member for an ACCUPLACER Sample Test. You can also go to http://accuplacerpractice.collegeboard.org for either the Sample Test or a Learn as You Go app which explains the correct answers. These study apps are free of charge but you must register with ACCUPLACER.

In short, it would be in your best interest to give your very best effort when taking these exams. Take your time and plan on a minimum of two (2) hours to complete the exams.

ASSESSMENT OF STUDENT LEARNING

Assessment can be defined as the process of determining the quality and quantity of student learning in order to make improvements (Bordon and Zak, 2001). It is critical that faculty members at Mesalands Community College meaningfully capture and document what they are teaching, what students are learning, and how this information is improving the teaching-learning relationship. The College is committed to providing its students with a productive learning environment.

To that end, Mesalands Community College encourages faculty to take "ownership" of their respective programs and courses in terms of whether students are learning what faculty say they are learning as identified in the general education competencies, program objectives, and course objectives. Clearly defined general education competencies, program objectives, and course objectives are Mesalands' contract with all stakeholders and reflect those competencies that students will possess and demonstrate upon graduation. These objectives and competencies reflect the knowledge, skills, and professional dispositions valued by workplace employers and other interested parties and represent the most deeply held values of the College. They drive all that occurs at Mesalands.

Mesalands assesses student learning at all levels of the college experience, both inside and outside the classroom using both graded and ungraded measures. Assessment exists to ensure that the College fulfills its function of facilitating and documenting student learning.

Effective assessment of student learning is a matter of commitment, not a matter of compliance. To that end, Mesalands Community College is dedicated to establishing a culture of assessment embedded in every aspect of the educational process.

ADMISSION AND REGISTRATION

ADMISSION

OPEN ADMISSIONS STATEMENT

Mesalands Community College has an open admissions policy which allows students to enroll in degree and certificate programs. In accordance with the College's mission, Mesalands Community College seeks to provide instruction and services to qualified individuals. The determination of services provided is based upon the individual's ability to benefit. The ability to benefit is based on completion of high school, high school equivalency (HSE), or Success Assessment/Placement Test results.

All students who wish to be admitted to Mesalands must submit a completed application for admission to the Office of Enrollment Management. Students may also apply online at my.mesalands.edu.

Degree/Applied Science Certificate Programs

Submit an official transcript from an accredited secondary school or high school program, showing date of graduation,

And

Submit official transcripts from all prior colleges, universities and other post-secondary institutions attended.

Occupational Certificate Programs

Submit an official transcript from an accredited secondary school or high school program, showing date of graduation,

Or

Complete the Success Assessment/Placement Test, and score at a level which demonstrates an ability to benefit from the desired certificate program.
Note: these students will not qualify for Federal Financial Aid.

Admission to Full-Time Occupational Technical Programs

Students interested in applying for admission to the Wind Energy Technology Degree Program must complete the Success Assessment/Placement Test for admission. The math score must establish eligibility to enroll in MATH 107, or in the freshman year the student must take and pass MATH 101. The English score must establish eligibility to enroll in ENG 102, or in the freshman year the student must take and pass ENG 100. If the student's scores do not meet program requirements, he or she must complete all required pre-collegiate courses as prescribed by test scores with a grade of "C" or higher. Students in this program must also complete the required physical exam. All Wind Energy Technology students must enroll in courses according to the published Plan of Study. For more information, contact the Wind Energy Department at (575) 461-4413, ext. 156, or visit: mesalands.edu/wind.

Provisional Admission

Students may be provisionally admitted while requirements are pending for regular admission. If regular admission requirements have not been received by the fifth week of enrollment, a student is subject to disenrollment and may not be permitted to register for the subsequent semester. If all official college transcripts have not been received by the end of the first semester, a hold will be placed on the student's account.

Undeclared

Students who wish their major to be considered "undeclared" must conform to regular admissions requirements and state their purpose for taking a course(s) on their admissions application.

Program Admission

Mesalands Community College adheres to an open admissions policy, admitting any student to the College who is a high school graduate, HSE recipient or who has otherwise demonstrated the ability to benefit as demonstrated by the Success Assessment/Placement Test.

However, a student may be required to demonstrate certain proficiencies in math, English and reading before admission to specific programs or classes is permitted. Students who do not demonstrate a minimum proficiency will be required to successfully complete prescribed pre-collegiate programming before they may gain admission to programs or collegiate level classes.

Federal Financial Aid may not be awarded to a student enrolled exclusively in pre-collegiate courses or for enrollment in certain pre-collegiate courses with curriculum content below minimum levels as per Federal Financial Aid regulations.

International Student Admission

Mesalands Community College is authorized under Federal law to enroll non-immigrant alien students. An international student requesting admission to Mesalands must:

- Complete an application for admission from the Office of Enrollment Management.

- Submit transcripts demonstrating satisfactory grades which are the equivalent of a U.S. primary and secondary education; that is, 12 years of academic work.
- Provide verification of satisfactory performance on the Test of English as a Foreign Language (TOEFL).
- Provide documentation of adequate financial resources to cover tuition and living expenses for the duration of the student's projected enrollment.

Dual Enrollment

Mesalands Community College cooperates with a number of area high schools in a dual enrollment program which allows qualified high school students to take courses at the College, which will meet requirements for graduation from the high school while simultaneously earning credit at the College.

Individuals who are neither high school graduates nor high school equivalency (HSE) recipients must provide proof of current high school enrollment each semester to attend Mesalands. For more information on dual enrollment, contact the Vice President of Academic Affairs.

Non-Degree Status Admission

To facilitate those individuals age 18 or older who are interested in taking individual courses for the purposes of professional development or personal enrichment (who are not interested in pursuing a certificate or degree), the College will allow admission on a non-degree basis.

Students admitted to Mesalands on a non-degree status do not have to provide proof of high school graduation. However, such students are not eligible for Federal Financial Aid programs and must take the Success Assessment/ Placement Test to enroll in core math, English or reading courses. Although credit earned under non-degree status may later be applied to a plan of study, the student is not "locked in" to a the plan of study until he/she meets requirements for regular degree-seeking admission and files a plan of study with the Office of Enrollment Management (see Educational Plan of Study). *Students who anticipate ever pursuing a certificate or degree are strongly encouraged to apply for regular admissions status rather than non-degree status.*

Readmission

Students who wish to return after leaving Mesalands must contact the Office of Enrollment Management and update their admission form.

Under-age Admission

Individuals under the age of 15 who seek admission to the College should inquire at the Office of Enrollment Management regarding Under-age Admissions.

REGISTRATION

Mesalands Community College publishes an annual institutional calendar (page ii) that specifies major dates and events at the College. This information, including registration dates, is provided for fall, spring and summer semesters. Information on short courses, workshops and seminars is available from the Office of the Vice President of Academic Affairs.

Students should be aware of College policies, procedures and options regarding course registration.

Note: Students are considered fully enrolled when all tuition, fees and financial obligations have been paid, or arranged and approved through the Business Office.

STUDENT RECORDS

It is the policy of Mesalands Community College to ensure the right of privacy and access to the student of his or her educational records in accordance with the provisions of the Family Educational Rights and Privacy Act (FERPA) of 1974. See Family Educational Rights/Privacy Act in the Student Affairs Office.

ORDERING OFFICIAL TRANSCRIPTS

The Office of Enrollment Management issues official Mesalands Community College transcripts. Students must complete a written transcript request form or make a formal written request for a transcript with the required fee (see fee schedule) and allow 48 hours for processing.

Transcripts reflect only course work completed at Mesalands. Transcripts for courses completed at other colleges may be obtained by contacting the respective Enrollment Management Offices at those institutions.

MAILING ADDRESS FOR OFFICIAL TRANSCRIPTS

Official high school, college or university transcripts required for admission must be mailed directly to: Office of Enrollment Management, Mesalands Community College, 911 South Tenth Street, Tucumcari, NM 88401. Transcripts which are hand-carried to the College by the student are not considered official.

EDUCATIONAL PLANS OF STUDY

Educational Plans of Study are kept on file in the Office of Enrollment Management. An Educational Plan of Study lists specific courses which are required to earn a degree or certificate. An Educational Plan of Study may reflect changes which have occurred within the discipline.

Additional information about student records, policies, and procedures is detailed in the "Educational Requirements" section of the College catalog.

TUITION AND FEES

It is the policy of the College to provide the highest quality of instruction at the lowest possible cost. Tuition is based on a student's state of residence.

Students who wish to be classified as in-state residents for tuition purposes must conform to the New Mexico Higher Education Department standards. See the Office of Enrollment Management for guidelines.

As previously stated, tuition and fees are subject to change. Students should refer to the current semester course schedule for more current information.

PAYMENT OF FEES

Tuition and fees are due and payable in full before classes begin. Payment can be made by check, money order, cash, or credit card at the Business Office/ Cashier's window in Building A. Payment by mail may be made by check or money order payable to Mesalands Community College. For payment by credit card, please contact the Business Office. Students will be dropped from registered classes if all tuition and fees have not been paid by the end of regular enrollment.

DEFERRED PAYMENT

For an additional fee, students may pay for tuition and fees in installments. The payment plan allows up to three tuition and fees installments. Students who elect to use the deferred payment plan must complete and sign a plan agreement (available from the Business Office). If a student defaults on the deferred plan, a late fee will be applied per the agreement and this service will be denied to the student in the future.

TUITION REFUND POLICY

REGULAR SEMESTER

Students who withdraw from a course will receive a 100% tuition refund through the last day of the week of regular enrollment. The refund for students withdrawing through the last day of the first week of the semester is 75%, through the last day of the second week 50% and through the second day of the fourth week 25%. After the first day of the fourth week there is no refund for students who withdraw.
Note:

- Refund checks will not be processed for any class until after the end of the refund period.

Tuition:

State Resident: $60.00 per credit hour

Non-Resident: $110.00 per credit hour

College-wide Fees:

(The following fees are non-refundable)
- Course and Laboratory Fees -- Varies by Course
- $18 Drop/Withdrawal Fee
- $35 Dishonored Check Fee
- $30 Distance Education Site Fee (per course)
- $30 Graduation Fee, Degree or Certificate (each)
- $55 Graduation Fee, Late Charge
- $30 Deferred Payment Plan Fee
- $10 Deferred Payment Plan Fee Late Charge
- $30 Institutional Enrollment Fee
- $10 Institutional Enrollment Fee, Late Charge
- $10 Security Photo ID
- $3 Student Activity Fee (per credit hour)
- $6 Outdoor Activity Fee (per credit hour)
- $25 Success Assessment/Placement Test
- $7 Technology Fee (per credit hour)
- $5 Transcript Fee (mailed)
- $12 Transcript Fee (faxed) *and mailed to same location*
- $200 Housing Deposit

- In cases of disciplinary suspension or dismissal, the eligibility for refund will be entirely at the discretion of the College.
- Mailed notices of withdrawal must include the appropriate withdrawal fee. The rate of refund will be based upon the date the notice is received by the College.

All students who receive financial aid must go through the Financial Aid Office before withdrawing from any college course or courses.

SHORT TERM COURSES/COMMUNITY EDUCATION COURSES

There is no refund after the class begins.

CANCELLATION OF CLASS

In the event that a class is cancelled after payment is made, a refund will be issued no later than two weeks after the class would have started.

FINANCIAL AID

Students who apply for financial aid must apply each year in order to qualify for available funding. Information and forms may be obtained from the Financial Aid Office. Although applications are accepted on a revolving basis, the priority deadlines are March 31 for the fall semester

and Oct. 31 for the spring semester. For further information, contact the Financial Aid Office, which is open from 8 a.m. to 5 p.m. weekdays.

FINANCIAL AID PROGRAMS

Most financial aid programs require the completion of the Free Application for Federal Student Aid (FAFSA), which is available on the Internet at: http://www.fafsa.ed.gov/. You may qualify to receive funding from more than one of these sources:

- Pell Grant
- Federal Student Loans
- Federal Supplemental Educational Opportunity Grant (FSEOG)
- College Work Study (state and federal)
- New Mexico College Affordability Grant
- New Mexico State Student Incentive Grant (SSIG)
- New Mexico 3% Scholarship
- New Mexico Legislative Lottery Scholarship
- Legislative Endowment Scholarship
- Veteran's Benefits (Students who wish to certify for Veteran's Benefits must submit a written request to the Office of Enrollment Management prior to the beginning of each semester)

STUDENTS' RIGHTS AND RESPONSIBILITIES

Your Mesalands Community College Letter of Award is based on three things:

1. Information you submit to the Financial Aid Office
2. Estimates of available funds.
3. Anticipated number of applicants applying for financial assistance.

Students seeking financial assistance in order to meet educational expenses have specific Rights and Responsibilities accompanying their offer. These Rights and Responsibilities are identified as follows:

Rights:

As a financial aid applicant, you have the right to:

1. Be informed of financial aid deadlines for submitting the necessary applications and supporting documents.
2. Expect equitable treatment under the College's policy prohibiting discrimination on the basis of race, creed, age, sex, handicap, or national origin
3. Expect that all information reported by you and/or your family will remain confidential and cannot be released without your written consent according to FERPA.
4. Examine records in the Financial Aid Office which relate to your financial aid file according to FERPA, within two weeks of request.
5. Know on what basis your financial need was determined such as the elements considered in estimating your cost of attendance and expected family contribution.
6. Request a review of any decision you feel warrants consideration due to circumstances beyond your control.
7. Know the cost of attendance.
8. Know how much aid you are eligible for by semester and when/how it will be disbursed.
9. Be informed of financial aid programs which are available to you.
10. Be informed of the financial aid awarding procedure.
11. Know the terms of any employment programs you are offered.
12. Be informed of the College's refund policy.
13. Know Mesalands' definition and determination of Satisfactory Academic Progress.
14. Know our appeals process.

Responsibilities:

As a financial aid applicant, you have the responsibility to:

1. Acquire the necessary forms.
2. Acquire the necessary information to apply for aid, Mesalands' aid policies, and important dates by reviewing Mesalands' Financial Aid Office publications.
3. Submit all forms by the advertised deadline.
4. Read materials sent to you thoroughly.
5. Keep copies of all relevant documentation for financial aid consideration.
6. Comply with all rules governing the aid received.
7. Apply annually for each year you wish to receive financial aid.
8. Notify the Financial Aid Office of changes of information you supplied on application materials.
9. Notify the Financial Aid Office of any scholarship awards or other extended tuition aid.
10. Notify the Office of Enrollment Management of any name and/or address changes.
11. Acquire and complete job application for work study positions, if awarded.
12. Contact the Financial Aid Office for changes in enrollment status (withdrawal from the College, dropping below half-time, or transferring to another college).
13. Return all missing and incomplete documentation to the Financial Aid Office upon receiving a letter requesting the information.
14. Read and understand Mesalands' Satisfactory Academic Progress Policy.

SATISFACTORY ACADEMIC PROGRESS

Federal regulations require that students meet certain academic standards in order to be eligible for federal financial aid. To ensure financial aid recipients are making Satisfactory Academic Progress, academic transcripts are reviewed at the end of each semester to determine eligibility for the next semester. All terms

of attendance are reviewed, including periods in which the student did not receive financial aid.

Summer terms are treated the same as fall and spring semesters for the purpose of Satisfactory Academic Progress.

In order to remain in good standing for financial aid, students must meet the following standards:

- Qualitative Progress – Students must maintain a cumulative grade point average (GPA) of at least a 2.0. Withdrawals and audited classes are not used for determining GPA.
- Quantitative Progress – Maximum Time Frame Federal regulations require a student to complete all course work for their program within 150% of the published length of the educational program. This includes credit hours for transfer courses, withdrawals or repeat courses. For example, if a degree requires 66 credit hours, the student may attempt 66 credits multiplied by 150% or 99 credit hours before they are ineligible for financial aid.
- Pace of Progression – Students must complete 67% of the semester hours (registered credit hours) attempted at Mesalands Community College. Any course with a grade of Withdrawal (W), Incomplete (I), Audit (AU), or Fail (F), is not considered completed course work.

Semester	Earned/ Attempted Credit Hours	Total Earned Hours	Total Attempted Hours	Percent Completed (Cumulative)
1	10/15	10	15	66.7
2	15/18	25	33	75.8
3	6/9	31	42	73.8
4	18/18	49	60	81.7
5	18/18	67	78	85.9

If a student withdraws from a course(s) or takes an incomplete in a course, the credit hours will count as hours attempted, rather than hours completed. This may affect a student's quantitative progress, both in the maximum timeframe and pace of progress. When an incomplete grade changes, the student may request that their satisfactory academic progress be re-evaluated at that time. If there is not a request, then it will automatically be re-evaluated after the student completes the next semester.

Required pre-collegiate courses for credit do affect a student's enrollment status, GPA, and completion rates. Non-credit courses are not reflected on a student's transcripts and therefore, are not calculated into the enrollment status, GPA or completion rate. Students are allowed up to a maximum of 30 credit hours for pre-collegiate courses.

Students are allowed to repeat courses that meet prerequisite or degree requirements while they are receiving financial aid. The new grade will replace the old grade when calculating the cumulative GPA, regardless of any improvement in the grade. The credit hours for the original course and repeated course will be counted in the earned and attempted hours for completion rate calculation.

Students who transfer into a degree program at Mesalands Community College will have the transfer hours calculated with the attempted and earned hours for purposes of Satisfactory Academic Progress.

Students who change their degree program or pursue a second degree at Mesalands must request a transcript evaluation to determine how many hours will be needed to earn the new degree before they will be considered for financial aid. Once the number of remaining hours needed is determined, the student will be allowed 150% of that total to obtain the degree while being eligible for federal financial aid.

If a student fails to meet the requirements of satisfactory academic progress, he or she will be placed on Financial Aid Warning for one semester and will be able to receive financial aid the next semester. If a student fails to meet requirements during the second semester, he or she will be denied financial aid. A student may be released from Financial Aid Warning or become eligible again by reestablishing satisfactory academic progress.

Once a student has been denied financial aid for adverse academic progress, the student may submit a Petition for Reinstatement of Financial Aid if there were unusual, mitigating, or extreme circumstances beyond the student's control. Examples may include, but are not limited to, prolonged and/or severe illness under a physician's care for the student or a dependent, accidents requiring hospitalization, or death of an immediate family member. Documentation is required to support the circumstance. The petition will be presented to the Financial Aid Appeals Committee for a decision. Applications must be received ten days prior to the start of a semester for consideration.

If an appeal is denied or a student does not have unusual or mitigating circumstances, the student remains ineligible to receive financial aid. He/she may reestablish eligibility for federal and state financial aid programs by successfully meeting the Satisfactory Academic Progress requirements based on his/her cumulative hours and GPA.

The student will not be able to receive financial aid beyond the 150% of the degree program after they have reestablished other requirements of satisfactory academic progress.

If the student's petition is approved by the committee, the student will be placed on Financial Aid Probation for one semester. If the student cannot re-establish Satisfactory Academic Progress after the probationary semester, he/she will be placed on an Academic Plan until he or she has met the Satisfactory Academic Progress requirements. The

student must then follow all terms of the Academic Plan in order to continue to receive financial aid. If the student does not meet the Academic Plan requirements, the student will be denied all financial aid at the College.

RETURN TO TITLE IV FUNDS POLICY

If a student receiving federal Title IV funds completely terminates enrollment (begins the official withdrawal process) or ceases to attend classes (unofficially withdraws) before the end of a payment period, a recalculation of Federal Financial Aid is required by federal regulations to determine the earned and unearned portions of Title IV aid (Student Loans, Pell Grant and/or Federal Supplemental Educational Opportunity Grant [FSEOG]).

A student may officially withdraw from Mesalands Community College by completing a "Withdrawal Form" from the Student Affairs Office. The student must complete and sign the form. The form must then be signed by the student's faculty advisor, a staff member from the Business and Financial Aid Office. The form must then be turned into Student Affairs for processing. This process must be completed by the published withdrawal deadline on the Institutional Calendar found in the College Catalog and/or current Course Schedule. A copy of the form will be sent to Financial Aid, the instructor, and the Business Office for notification. The withdrawal date will be the date processed by Student Affairs.

Up through the 60% point in the payment period, a pro-rata schedule is used to determine the amount of Title IV funds the student has earned at the time of withdrawal. The amount of Title IV aid earned or unearned is determined by using the Return of Title IV Funds software provided by the U.S. Department of Education. All calculations are based on credit hour term programs.

After the 60% point in the payment period, a student has earned 100% of Title IV funds he or she was scheduled to receive during the period. For a student who withdraws after the 60% point, there are no unearned funds.

For students who unofficially withdraw, the 50% point of the payment period will be used for calculation. If there is proof that a student was academically involved in a class after this point, the provided date will be used in the calculation.

A letter will be mailed to students with notification of a recalculation. The amounts due to the school and/or the United States Department of Education will be included in this letter. A copy of the letter, the recalculation worksheets, and any withdrawal information will then be placed in the student's financial aid file.

The unearned aid portion due from the College is returned within 45 days of the determination of withdrawal date.

Federal regulations specify the order in which unearned funds are to be returned Funds are turned as follows:

1. Unsubsidized Federal Direct Loan
2. Subsidized Federal Direct Loan
3. Federal Pell Grant
4. FSEOG

The earned portion of the awards will be posted to the student's account, thus reflecting the new amount owed by the student. The student will be billed for the amount owed to the Title IV programs and any amount due to the College resulting from the return of Title IV funds used to cover College charges.

If a student has a credit balance after the calculation the student will be notified to pick up their check from the business office. If the check is not picked up within 14 days, the student's check will be mailed to address on file. If the check is not cashed or deposited within 365 days, a stop payment will be placed on the check and the funds will be returned to the appropriate Federal financial aid program.

VETERAN'S BENEFITS

In accordance with Title 38 US Code 3679(e), this educational institution adopts the following additional provisions for any students using U.S. Department of Veterans Affairs (VA) Post-9/11 G.I. Bill® (Ch. 33) or Vocational Rehabilitation & Employment (Ch. 31) benefits, while payment to the institution is pending from VA. This educational institution will not:

- Prevent the student's enrollment;
- Assess a late penalty fee to the student;
- Require the student to secure alternative or additional funding;
- Deny the student access to any resources (access to classes, libraries, or other institutional facilities) available to other students who have satisfied their tuition and fee bills to the institution.

However, to qualify for this provision, such students may be required to:

- Produce the VA Certificate of Eligibility (COE) by the first day of class;
- Provide a written request to be certified;
- Provide additional information needed to properly certify the enrollment as described in other institutional policies

SCHOLARSHIPS

INSTITUTIONAL SCHOLARSHIPS

Mesalands Community College is very fortunate to have a number of institutional, Foundation and community-based scholarships available for students.

Each scholarship has specific qualification requirements. Students interested in applying for scholarships should contact the Financial Aid Office for the following scholarship opportunities:

Bridge to Success and High School Equivalency (HSE) Scholarship was created for New Mexico high school graduates entering Mesalands Community College the semester following graduation. The scholarship is a stepping-stone to the New Mexico Legislative Lottery Scholarship.

Dual Enrollment Success Scholarship was created for New Mexico High School graduates who successfully complete courses at Mesalands Community College. while in high school and who choose to further their education at Mesalands Community College.

HSE Presidential Scholarship was created to benefit the recipients of the HSE through the Educational Services Center at Mesalands Community College who have a FAFSA on file in the Financial Aid Office.

Rodeo Non-Resident Grant was established for Rodeo students residing outside of New Mexico. The award is calculated as the difference between in-state and out-of-state tuition.

Rodeo Stampede Scholarship was created for students who are members of the Mesalands Community College Rodeo Team.

MESALANDS COMMUNITY COLLEGE FOUNDATION, INC., SCHOLARSHIPS

Alta McClelland Scholarship was established by her husband, Bob McClelland, Sr., in loving memory of Alta. She believed in post-secondary school education and firmly believed it was necessary for success.

Bernard Franz Fine Arts Scholarship is a scholarship established by Bernard Franczek to make it possible for others to enhance their visual and spiritual lives, as well as to spread the joy of the Fine Arts Department.

C.W. and Sara Dee McMullen Scholarship serves underrepresented, low-income or educationally disadvantaged New Mexico students. Dual enrollment in-state high school students with a minimum GPA of 2.0 may apply.

Chili Currier Endowed Scholarship Fund is a scholarship established by the New Mexico Land Title Association. It honors "Chili Currier's" long-time support of New Mexico residents seeking a college education. Applicant must be a U.S. Citizen and New Mexico resident, a New Mexico high school or HSE graduate with a 3.0 or better GPA, and must demonstrate significant financial need.

Dr. Muriel Latham-Pfeifer Scholarship for Women was established by Dr. Latham-Pfeifer as a "revolving scholarship" for women returning to college to finish their education.

G. Wilbur Jones Memorial Scholarship was established by H. Barton Jones in memory of the late G. Wilbur Jones, who founded The First National Bank of Tucumcari in 1901. As G. Wilbur Jones was a graduate of Tucumcari High School. The scholarship is offered only to Tucumcari High School graduates seeking an associates degree at Mesalands Community College.

George and Aurora Barry Memorial Scholarship was established by Dr. Phillip O. Barry and his wife April. The scholarship was established in memory of Dr. Barry's parents. Recipient must be at least 25 years of age and carry six or more credit hours per semester. Continuance is based on a minimum 2.5 GPA.

Hispanic Opportunity Grant was established by the Mesalands Community College Foundation, Inc. Annual Hispanic Scholarship Fundraiser. This grant is available for full-time (15 credits) or part-time (6 credits) freshmen at Mesalands The recipient must be a New Mexico high school or HSE graduate with a 2.0 GPA, who is of 25% or greater Hispanic descent.

Ingram Family Scholarship was established by the children and families of Herbert W. and Hazel R. Ingram to honor their memory and recognize the family's 65-year role in the life of the community of Tucumcari. The recipient must be a New Mexico resident, but preference will be given to a Quay County resident with a 2.5 GPA or higher.

Meagan McCain Memorial Endowed Rodeo Scholarship is for female rodeo students. Meagan was an outstanding student and competitor who epitomized what the Mesalands Community College Rodeo Program strives for in their student athletes. This scholarship was established to build and maintain the integrity of the Mesalands Rodeo Team.

Shrimp Boil Scholarship is general in nature and includes funds raised from the Mesalands Shrimp Boil. It is a one-year scholarship for freshmen who are full-time students (15 credits) and high school graduates with a minimum 3.0 GPA.

Mesalands Rodeo Scholarship was established for full-time (15 credits) Mesalands Community College students with previous rodeo experience and a 3.0 GPA. There is a preference for freshman students.

Murphy Scholarship in Geology and Paleontology was established by David Murphy after he visited the Mesalands Community College's Dinosaur Museum. Preference may be given to high school students who volunteer at the Museum, and who are taking dual credit courses and are Geology or Paleontology majors.

New Mexico Student Loans Endowed Scholarship was established to provide financial assistance to students who demonstrate financial need.

New Mexico Outdoor Drama Association, Inc. established a scholarship to enable students to pursue a career in Drama or the Arts. It may also be used by those pursuing an Associate of Arts degree. Preference is given first to Quay County students, then to New Mexico students, then to out-of-state students.

Shanks Family Scholarship was established by Howard and Laura Shanks to provide scholarships in Geology or Physical Sciences. The Shanks are long-time supporters of Mesalands Community College's Dinosaur Museum. Applicants must be full time students (15 credit hours), have a 2.0 or better GPA, and be a Northeastern New Mexico high school or HSE graduate.

Steve Legion Memorial Scholarship was established in memory of Steve Legion, a graduate of the Class of 1963 at Tucumcari High School. The applicant must be a graduate of Tucumcari High School with a GPA of 2.5 or better. Preference is given to students involved in athletics, student government or other activities demonstrating leadership and/or involvement.

Tex E. Haase Memorial Scholarship was established in memory of Tex. E. Haase, who served on the College's Board of Trustees. Mr Haase believed that anyone interested in pursuing an education should have the opportunity to do so. The scholarship is for a resident and a graduate of Quay County who has a 2.8 or better GPA. The recipient must maintain a minimum 2.0 GPA while attending Mesalands Community College.

THS Class of 1960 Rattler Scholarship was established to benefit low income Rattler alumni (or members of their immediate family) who wish to pursue a degree of higher education at Mesalands Community College. The recipient must maintain a 2.5 GPA or better.

Title V General Scholarship Fund was established in part by the U.S. Department of Education under the Higher Education Act, Title V, and community donations. The purpose is to serve underrepresented, low-income or educationally disadvantaged students with a 2.0 or better GPA. It may be applied for dual enrollment expenses at Mesalands Community College.

COMMUNITY-BASED SCHOLARSHIPS

Mesalands Community College works closely with many community-based organizations to provide the best resources for our students. Following is a list of those organizations and contact information.

Altrusa International Scholarship is a scholarship designed to assist with vocational study/training and is awarded on the basis of need, academic performance, leadership, and other personal factors. Contact Altrusa International at PO Box 243 in Tucumcari for further information.

Citizens Bank Scholarship Trust provides scholarships for tuition or books to citizens of Quay County who wish to attend Mesalands Community College. The applicant must be a full time student in order to be awarded this scholarship on a per semester basis. Contact the College's Office of Financial Aid for further details.

Eastern Plains Community Action Agency (EPCAA) Book Scholarship is a $100 scholarship to be used to help students purchase required books. Contact EPCAA at (575) 461-1914 for more information.

Farmers' Electric Education Foundation Scholarship Fund was created to benefit those who receive service from Farmers' Electric Cooperative, Inc. of NM and their immediate family members. Contact the Farmers' Electric Foundation at (575) 762-4466 or 1-800-445-8514.

Father Robert Hammond Scholarship was created to benefit the graduates of Tucumcari High School who attend college in New Mexico and are members of St. Anne's Catholic Church. For more information and for an application, please contact C.J. Wiegel, Tucumcari General Insurance, P.O. Box 1304, Tucumcari, NM 88401, (575) 461-1623.

House Cooperative offers a $500 scholarship for House High School seniors who are members of the House Cooperative and who plan to attend a vocational school, two-year college, or four-year university upon graduation. A separate $150 scholarship is also offered to any student interested in attending Mesalands Community College. Contact the House Cooperative at (575) 279-6477 or (877) 279-6744 for more information.

Marty Samson Scholarship was established to assist students who wish to further their education at Mesalands. It is primarily for New Mexico residents and covers up to $50 for textbooks. Contact the College's Office of Financial Aid for further details.

Ralph B. Drake Memorial Scholarship was created to provide funds for tuition, fees, or books to New Mexico residents who wish to attend Mesalands Community College. Contact the College's Office of Financial Aid for further details.

Brochures describing current assistance, grants, and scholarships are available at the Financial Aid Office.

FINANCIAL AID DISBURSEMENT

Financial Aid checks are disbursed twice each semester by the Business Office. Students who withdraw from classes after they have received financial aid may be entitled to a disbursement of their educational expenses. A portion of the disbursement may have to be returned to the financial aid programs. Students who receive Federal Title IV funds will be subject to the Federal Return of Title IV Funds Policy. Students who receive state or institutional aid will be subject to the Mesalands Community College refund policy. The calculation of the return of these funds may result in the student owing a balance to the College and/or the Federal Government. Further details and examples can be obtained at the Financial Aid Office.

FINANCIAL AID DISBURSEMENT TIMELINE FALL

Student must be enrolled in courses, complete all necessary paperwork, and be verified by Financial Aid in order to receive their disbursements as follows:

Disbursement - Mid September
Three-quarters of the student's financial aid award will be disbursed first to the student's account with any remaining credit amount to be disbursed to the student.

Students must pick up their check within 14 days of disbursement date. If check is not picked up within 14 days, the student's check will be mailed to mailing address on file. If the check is not cashed or deposited within 365 days, a stop payment will be placed on the check and the funds will be returned to the appropriate federal financial aid program.

Disbursement - Mid November
The remaining quarter of the student's financial aid award will be disbursed to the student's account with any remaining credit amount to be disbursed to the student.

Students must pick up their check within 14 days of disbursement date. If check is not picked up within 14 days, the student's check will be mailed to mailing address on file. If the check is not cashed or deposited within 365 days, a stop payment will be placed on the check and the funds will be returned to the appropriate federal financial aid program.

Students who have not completed all necessary paperwork or who have been chosen for verification will be processed as follows:

- Students completed and verified by the second week of the semester will have three-quarters of their funds disbursed mid September. The remaining quarter of their funds, will be disbursed mid November.
- Students completed and verified after the second week of the semester will have their funds disbursed mid November.

FINANCIAL AID DISBURSEMENT TIMELINE SPRING

Student must be enrolled in courses, complete all necessary paperwork, and be verified by Financial Aid in order to receive their disbursements as follows:

Disbursement - Mid February
Three-quarters of the student's financial aid award will be disbursed first to the student's account with any remaining credit amount to be disbursed to the student.

Students must pick up their check within 14 days of disbursement date. If check is not picked up within 14 days, the student's check will be mailed to mailing address on file. If the check is not cashed or deposited within 365 days, a stop payment will be placed on the check and the funds will be returned to the appropriate federal financial aid program.

Disbursement - Mid April
The remaining quarter of the student's financial aid award will be disbursed to the student's account with any remaining amount to be disbursed to the student.

Students must pick up their check within 14 days of disbursement date. If check is not picked up within 14 days, the student's check will be mailed to mailing address on file. If the check is not cashed or deposited within 365 days, a stop payment will be placed on the check and the funds will be returned to the appropriate federal financial aid program.

Students who have not completed all necessary paperwork or who have been chosen for verification will be processed as follows:

- Students completed and verified by the second week of the semester will have three-quarters of their funds disbursed mid February. The remaining quarter of their funds, will be disbursed mid April.
- Students completed and verified after the second week of the semester will have their funds disbursed during mid April.

FEDERAL DIRECT STUDENT LOANS

Subsidized: Direct subsidized loans are federally guaranteed loans based on financial need. Interest does not accrue on the loan while you are in school at least half time, or during any future deferment periods. The federal government "subsidizes" (or pays) the interest during this time. Subsidized Loans cannot exceed the Cost of Attendance.

Unsubsidized: Direct unsubsidized loans are federally guaranteed loans that are not based on financial need. Interest does accrue from the time the loan is disbursed to the school. Unsubsidized Loans cannot exceed the Cost of Attendance.

**Direct Loan Program regulations provide that a new borrower on or after July 1, 2013, is subject to a Maximum Eligibility Period which is equal to 150% of the published length of the student's academic program.

Student loans are not automatically awarded, students who are interested in receiving a student loan to assist with educational costs, must contact the Financial Aid office. Students must complete a Master Promissory Note (MPN) and Entrance Counseling prior to disbursement of funds. If student has not received federal student loan funds before, there is a mandatory 30-day waiting period, before funds can be disbursed, not prior to first regular disbursement.

To be eligible for Federal Student Loans students must meet the following criteria:

- Student must have a valid and complete financial aid file, including a current FAFSA application and necessary verification documents.
- Official high school transcript or high school equivlency transcript must be received by Student Affairs.
- Student must be making Satisfactory Academic Progress in order to be awarded a loan, and have a minimum cumulative GPA of a 2.0.
- Student cannot be in DEFAULT on a Federal Education Loan or owe a repayment of Federal Title IV aid.
- Transfer students must complete a NEW Master Promissory Note (MPN). These requirements can be completed at www.studentloans.gov.
- Deadlines to apply for federal student loans are as follows:
  - Fall Semester – October 15th
  - Spring Semester – March 15th
  - Summer Semester - June 15th

ENTRANCE COUNSELING

Students who are interested in obtaining a federal student loan to assist with educational costs must complete entrance counseling prior to disbursement of funds. Federal Government requires you to complete entrance counseling to ensure that you understand the responsibilities and obligations you are assuming.

To complete entrance counseling, visit www.studentloans.gov, you will need:

- Approximately 20-30 minutes to complete.
- An FSA ID (same as used to complete your FAFSA).
- List Mesalands Community College to be notified of counseling completion.

EXIT COUNSELING

Federal Government requires you to complete exit counseling upon leaving school, graduating or dropping below half time enrollment.

Exit counseling provides important information you need to prepare to repay your federal student loan(s). If you have received a subsidized, unsubsidized or loan under the Direct Loan Program, you must complete exit counseling each time you:

- Drop below half-time enrollment
- Graduate
- Leave School

To complete exit counseling, visit www.studentloans.gov, you will need:

- Approximately 20-30 minutes to complete.
- An FSA ID (same as used to complete your FAFSA).
- List Mesalands Community College to be notified of counseling completion.

Note: Students must log in using their own FSA ID to complete Exit Counseling. Use of another person's FSA ID constitutes fraud. Use only your own FSA ID information.

PRIVATE LOAN DISBURSEMENT

All private loans received on behalf of a student will be processed within five business of receipt.

ANNUAL LOAN LIMITS PER GRADE LEVEL

	Dependent			Independent		
	Subsidized	Unsubsidized	Total	Subsidized	Unsubsidized	Total
Freshman (0-30)	$3,500	$2,000	$5,500	$3,500	$6,000	$9,500
Sophomore (30+)	$4,500	$2,000	$6,500	$4,500	$6,000	$10,500

STUDENT AFFAIRS

STUDENT ORIENTATION

Students who have applied for admission are invited to attend an orientation session at the beginning of the fall and spring semesters. Students are provided with a substantial amount of information regarding registration, available services, policies, student organizations, and other student information. This orientation is provided as a way of keeping students informed and encouraging them to become involved in campus life.

STUDENT INFORMATION SYSTEM

The Student Information System (SIS) consists of TV monitors in all College buildings and is used to convey important and timely information to students. Postings are approved by the Vice President of Student Affairs.

COLLEGIATE ADVISING

ACADEMIC ADVISING

Mesalands Community College realizes the importance of decisions students make which affect their educational pursuits. Advisors are available to assist students in making decisions involving personal matters related to their education, assessments, skill levels, educational planning, transfer options, and career planning.

Academic advisors can assist students with resolving problems and finding alternative solutions. The adviser can also provide referrals on study skills, tutoring, stress, and adjusting to college life. These services are provided to full-time, part-time and potential students.

FACULTY ADVISING

Although some entering students may be relatively sure about their career goals, a number of others need assistance in developing educational plans. Therefore, one of the first steps Mesalands Community College implements after admission is designating a faculty adviser for each student through the Office of Enrollment Management.

Faculty advisers assist both new and returning students in choosing classes and designing degree plans. In addition, Student Affairs staff are available to provide assistance and support if students need career information, testing, etc. All students are ultimately responsible for decisions regarding their own course selections and degree plans.

EMERGENCY ALERT SYSTEM

In the event of an on-campus emergency, the College utilizes a variety of technologies to notify students and staff of the emergency and to advise them as to what actions to take.

Emergency alerts are displayed on the Student Information System screens and messages are put on campus voice mail and phone intercoms. Also, emergency alerts are sent to students' email addresses and text messages are sent to students' cell phones. Students should register to receive emergency emails and text messages at Student Affairs or at www.mesalands.edu at the beginning of each semester.

STUDENT GOVERNANCE

CAMPUS STUDENT GOVERNANCE

Students at Mesalands Community College are encouraged to voice their opinions on issues and matters of general interest to the student body. Students have the opportunity to participate in governance by joining the Student Government Association. The president of the Student Government Association is also a member of the Student Affairs Committee. Students interested in active involvement should contact a Student Affairs staff member. Student Government Association is open to all students at Mesalands Community College. One of the goals of Student Government Association is to assume the responsibilities of participatory governance in a joint effort among students, faculty, staff, and administration.

THE STUDENT AFFAIRS COMMITTEE

The Student Affairs Committee acts as a liaison between the students and the institution concerning questions, ideas, and needs. One of its functions is to make recommendations to the Vice President of Student Affairs regarding student life.

STUDENT ORGANIZATIONS

In addition to the Student Government Association, there are several other student organizations:

ORGANIZATIONS

Astronomy Club is open to all students interested in astronomy. The club sponsors worthwhile events and raises money to offset any costs of materials, conferences, or field trips.

Chi Alpha/College Christian Fellowship promotes the spiritual life of the students of Mesalands Community College by providing opportunities for worship, fellowship, discipleship, witness, and prayer. Chi Alpha meets periodically in small and large gatherings. Students assume the planning and scheduling of all meetings and special events. Chi Alpha is a non-discriminatory organization.

ENACTUS (Entrepreneurial Action Us) is a nonprofit organization that gives students the tools to learn the free enterprise system in a real work situation. Guided by faculty advisors (who are named Sam M. Walton Free Enterprise Fellows in honor of the late WalMart founder, S.I.F.E.), teams establish a variety of community outreach programs that concentrate on free enterprise. Help is given to budding entrepreneurs to get their plans off the ground. Mentors are available for at-risk students, inspiring them to reach for their dreams.

Gamers Guild was created to provide a way for people at Mesalands Community College who enjoy gaming to meet others with similar interests. "Gamers," in this case, is defined as the diverse multi-player games that are separate from traditional sports activities. These include, but are not limited to: role playing, card games, collectible trading card games, board games, multi-player computer games, and tabletop war games.

The **General Education Development (GED) Club** exists to raise and distribute funding to assist students in the Adult Education (program who need financial assistance in paying High School Equivalency test fees

Hispanic Heritage Club: ¡Amistad! is for students taking Spanish as a foreign language and also for those who speak Spanish or are interested in the cultural aspects of Spanish-speaking countries.

Horse Club has been established to attract prospective students interested in horses to enroll at Mesalands and to allow eligible students to participate in horse show competitions as a member of the National Intercollegiate Horse Show Association (IHSA) and to represent Mesalands at IHSA events. The club increases and maintains the interest of the Mesalands students in the sport of intercollegiate show, horsemanship, and sportsmanship.

Hot Metals Club is a student organization sponsored by Fine Arts/Foundry.

Mesalands Experienced Student Association (MESA) is designed to provide support and advocacy to nontraditional students at Mesalands Community College. Membership is open to any Mesalands student who fulfills membership requirements (any undergraduate student who is 24 or older, or any student under 24 who considers him or herself a nontraditional student).

Native American Club promotes increased awareness and cultural understanding of the indigenous people of America at Mesalands Community College and the respective community. Membership is open to any student of Mesalands Community College.

Natural Sciences Club provides an opportunity for students to gain knowledge of their surroundings. Innovative field trips and informative lectures with topics ranging from astronomy to paleontology are provided through the Natural Sciences Club. Hands-on experience is emphasized through cooperative work in the Mesalands Dinosaur Museum and Natural Sciences Laboratory where the scientific method is put to practical use. This organization offers students a chance to broaden their horizons while giving the community an opportunity to share in a culturally enriching experience.

Phi Theta Kappa International Honor Society membership is based on academic achievement. The Society offers students leadership opportunities, lifetime membership, opportunities for intellectual enrichment and personal development through scholarship, leadership, service and fellowship.

Robotics Club promotes increased awareness in the sciences and the field of robotics at the College and the respective community. Membership is open to any student enrolled in credit-bearing classes at Mesalands.

Rodeo Club offers students with an interest in rodeo the opportunity to develop their skills and participate in various rodeo events. The club attends and hosts rodeos, team roping competitions, and dances.

SkillsUSA Club is open to students enrolled in an Occupational Education Program. SkillsUSA is a partnership of students, teachers and industry working together to ensure a skilled American work force. The Skills USA Club offers students an opportunity to develop their job and industry skills and to participate in various related events.

Student Horseshoers Organization for Excellence (S.H.O.E.) encourages students with an interest in horses and horseshoeing to participate in the club. S.H.O.E. is a member of the New Mexico Professional Horseshoers Association and is actively involved in national farrier associations. The club attends and hosts clinics, competitions, and certifications related to horseshoeing and horses. It also sponsors recreational activities.

Wind Energy Technology Club is open to students enrolled in the Wind Energy Technology Program. The club has three areas of focus: 1) Career awareness - to increase awareness in the wind energy industry of the Wind Energy Technology Program at Mesalands Community College; 2) Educational enhancement - to gather resources that will enhance the education and training areas of the Wind Energy Technology Program; 3) Community involvement to develop local relationships through involvement in community activities and projects.

SPORTS

Intercollegiate Rodeo was introduced as Mesalands' first intercollegiate sport in the fall semester of 1998. The College is a member of the National Intercollegiate Rodeo Association and competes in the Grand Canyon Region rodeos, which include New Mexico and Arizona. The coeducational team competes in rodeos in the fall and spring. Students must meet national eligibility guidelines and be enrolled full-time in order to participate in the college rodeos throughout the region. The top athletes from the region compete in the College National Finals Rodeo in June each year.

Intramural Sports may be offered based on student interest. Each semester may include ultimate frisbee, dodge ball, volleyball, basketball, and other sports as interest is expressed by the student body. Students may inquire at the Office of Student Affairs.

STUDENTS WITH SPECIAL NEEDS

Mesalands Community College is committed to helping qualified students with special needs reach their goals. Students requesting special accommodations under the Americans with Disabilities Act must contact their instructor or Student Affairs staff who will advise them of the required process.

Documentation of disability and need for special accommodations must be provided by the student in order for a decision to be made concerning eligibility for the requested services. Approved accommodations will be implemented in a timely manner appropriate to the type of accommodation being requested. For special accommodations information, contact the Vice President of Student Affairs.

CAMPUS CENTERS OF STUDENT LIFE

The campus centers of student life are comprised of several areas in the Mesalands Community College main building: the student Commons area, the Educational Services Center, and the courtyard behind Building A.

Student Commons areas in Mesalands Community College's academic and technical buildings offer places where students meet, socialize, study together, eat, or just visit. The commons areas are designed to meet the immediate needs of students taking classes in a given building, and may provide television, magazines, newspapers, etc.

Vending machines and restrooms are nearby. Many campus-wide student meetings and receptions are held in the commons areas.

STUDENT HOUSING

STAMPEDE VILLAGE

On-campus housing is available at Stampede Village with one and two-bedroom apartments. For information regarding on-campus housing, or a listing of available off-campus housing, contact Student Affairs at (575) 461-4413, ext. 189.

ACADEMIC AFFAIRS

LIBRARY AND MEDIA SERVICES

HOURS OF OPERATION

Monday - Thursday 8:00 a.m. to 8:00 p.m.
Friday 8:00 a.m. to 5:00 p.m.

The Library is located on the main campus in Building A. The Library conforms to the accessibility requirements of the Americans with Disabilities Act. Study tables and computer stations are ADA compliant.

The mission of the Library is to provide a vital collection of materials to meet the needs of students, faculty, and staff and to offer user-oriented library services which contribute to the growth and development of its patrons.

SERVICES AND MATERIALS

The College Library offers a wide range of services and materials including computers with Internet access, Wi-Fi access, audio-visual materials, online databases and electronic books (eBooks), college catalogs, newspapers, magazines and reference material.

To augment the Library's holdings, networking relationships are established with various consortia.

Material is available via interlibrary loan from ILLiad (Interlibrary Loan Internet Accessible Database) with the New Mexico State Library. The College belongs to AMIGOS/OCLC FirstSearch, a resource-sharing network which serves more than 600 libraries in the Southwestern United States. Mesalands Community College is one of 55 library members in New Mexico.

In cooperation with the New Mexico State Library and the New Mexico Consortium of Academic Libraries (NMCAL), the College subscribes to over 70 online databases. Many of these databases contain the full-text of newspapers, magazines, scholarly journals and online films. Articles and papers not held locally are often available through these databases and may include an abstract, full-text, illustrations and/or photos. Some of the database vendors are Gale InfoTrac, EBSCOhost, Facts on File, CQ Researcher, Films on Demand, and Infobase. The Library also subscribes to nearly 200,000 eBooks. All databases and eBooks are available to Mesalands' students, faculty and staff.

The Library is open to the public for in-library use of materials. Computer workstations, available for students, faculty, and staff, are equipped with current word processing, graphics, spreadsheet, database and office systems software and Internet access. In order to check out material, students must be currently enrolled at the College and have a valid student ID.

MATH-SCIENCE LEARNING CENTER

The Math and Science Learning Center is located in Room A110. The Learning Center is a community resource dedicated to enhancing the learning of math and science through curriculum development. The Center provides student tutoring and tutor training. The Learning Center is a unique destination in our region for those interested in learning and teaching science and math. The Center seeks to support learning at all age levels and abilities.

EDUCATIONAL SERVICES CENTER

The Educational Services Center is a multifaceted department that provides a broad spectrum of learning services and resources for all qualified learners. The center provides students with opportunities to develop or expand educational skills at a number of levels. This includes the most basic areas, from literacy and citizenship, to post-graduation and career services.

PRE-COLLEGIATE SERVICES

Adult Education (AE) -- The AE program offers a variety of services for building basic skills. The program offers free materials and instruction in the following areas:

Literacy -- A program designed to help people who cannot read or write the English language.

English Language Acquisition (ELA) -- This program provides basic skills for improving spoken English. Students have access to basic, intermediate, or advanced classes to practice basic English. Students are taught basic reading, writing, and conversational skills.

Career Guidance -- Students are screened in an effort to determine basic career interests. Guidance in careers, career information, educational opportunities, and employability trends is provided. A primary focus is the selection of career interests.

High School Equivalency (HSE) Testing Service -- The High School Equivalency Testing Service offers students 16 years of age or older an opportunity to earn a high school diploma.

Students are pre-tested using the Test of Adult Basic Education (TABE), in an effort to determine specific areas which will require review and work prior to beginning the curriculum.

The High School Equivalency Test (HiSET) is paper-based and contains five tests. Each test is timed and it is recommended by the staff at the Educational Services Center, to have students split the five tests between two days. The HiSET contains five parts that include: Language Arts/Reading, Language Arts/Writing, Mathematics, Science, and Social Studies.

HSE Presidential Scholarship -- Individuals who pass the high school equivalency test (HiSET) are eligible for the High School Equivalency (HSE) Presidential Scholarship, covering tuition up to 15 credit hours, to attend Mesalands Community College the semester following the successful completion of the exam.

Students must complete a Free Application for Student Aid (FAFSA) and in the event that he or she is eligible to receive the Federal Pell Grant, the Presidential Scholarship will be used to supplement Federal funding up to the cost of tuition, required fees, and required books.

PRE-COLLEGIATE STUDIES

Pre-Collegiate Studies courses are offered at an introductory level to help students improve their academic abilities to succeed in college-level courses. The primary goal of Pre-Collegiate Studies is to help students acquire the skills and aptitude necessary for college success.

Placement in Pre-Collegiate Studies courses will be determined by scores on the Success Assessment/ Placement Test. A student must have a grade of "C" or better in the Pre-Collegiate Studies course in order to qualify for enrollment in the next sequential class in that subject.

Students testing into any pre-collegiate level courses must take at least one pre-collegiate level course per semester. Additionally, students testing into pre-collegiate reading must take reading their first semester.

Basic Grammar and Usage (ENG 099) -- Basic grammar offers intensive instruction in capitalization and punctuation, grammar and usage.

Basic Writing Skills (ENG 100) -- This course places emphasis on writing well-developed, grammatically correct essays.

Developmental Math (MATH 100) -- See course description provided.

Fundamentals of Reading and Vocabulary Development (RED 099) -- This course is designed to develop vocabulary skills and fundamental reading skills.

Basic Reading Skills (RED 100) -- This course is designed to improve reading skills and provides the student with reading practice and critical thinking skills.

COLLEGE SUCCESS SERVICES

Mesalands Community College is dedicated to helping students succeed with their college endeavors. The Educational Services Center assists in providing the following services:

Success Workshops -- Various workshops are provided each semester for the students' enrichment. Topics include note-taking skills, academic success strategies, time management and others.

Individual Instruction -- Individual instruction is available in the Educational Services Center. Students can speak with any one of the staff members to arrange a schedule.

Study Skills -- A variety of individual instructional methods on study skills are available. Audio-visual materials, software programs, and individual assistance are available for student use in the Educational Services Center.

Peer Tutoring -- Peer tutoring is available each semester. Hours are posted in the Educational Services Center. Peer tutoring provides students with additional help in specific subject areas offered through the Pre-Collegiate program. Peer tutors are qualified individuals who have progressed through their studies and are willing to help fellow students. Computer software and other learning aids are available for some programs.

Self-Paced Programs -- Self-paced programs, which are available in a number of areas, consist of computer software, audio-visual materials, learning aids, and textbooks.

Testing Services -- Testing services are available to students in the Educational Services Center. The center provides scheduled standardized testing in the following areas:

ACCUPLACER Placement Test
High School Equivalency Test (HiSET)
Test of Adult Basic Education (TABE)

Special Testing -- Testing accommodations are available for challenged students with special needs. Contact the Educational Services Center to schedule an exam. Verification must be on file in the Office of Student Affairs prior to scheduling the exam.

Make-up Exams -- Students may take make-up exams through the Educational Services Center with instructor approval.

Intervention Support -- Intervention support takes place when individual faculty members or advising staff feel that a student is in need of additional assistance in academics, basic skill building, or other related areas.

Faculty/Adviser Referral -- Referrals are initiated by faculty members or Student Affairs personnel in order to facilitate contact with a student who may need assistance in his/her class work.

CAREER SERVICES CENTER

The Career Services Center provides the following services to empower students and first-year alumni to achieve their career-related goals by identifying interests, skills, strengths, and values to explore and choose academic majors and career options through the use of personalized services, resources, and technology:

- resume and cover letter assistance and critiques
- job interview preparation
- job search strategies
- assistance with individual and group career guidance
- career interest inventories
- presentations and workshops
- on-campus recruiting events and information sessions
- career expos

COMPUTER SERVICES

Mesalands Community College maintains networked computer locations for student use to complement practical applications of techniques taught in the classroom. These systems may be found in two computer classrooms, the Science Laboratory, the Wind Energy Technology classroom, the Library, and the Educational Services Center. These labs provide students with the ability to stay in practice with application packages even after they have completed a course.

These locations provide state-of-the-art computers with high speed Internet access. In addition, all computers are equipped with current word processing, graphics, spreadsheet, database, and office systems software, which are utilized by business and industry. Each computer can print to a networked laser printer and may be accessed by any computer on campus. In addition, instructional support is provided by means of a video projection system that projects the instructor's computer screen movements on a large screen. Students may see instructional commands as they are demonstrated. This enhances the learning process. The Library features eight computer sites for student research. Each computer prints to a laser printer and has high-speed Internet access. In addition, access to a wide variety of periodicals is available via the Internet.

STUDENT EMAIL

Every student enrolled in at least one regular course receives a student email account via the mesalands.net services. This email account provides students and their instructors a consistent means of communication. Students are required to use their mesalands.net account when corresponding via email with their instructors.

HEALTH AND WELLNESS CENTER

Mesalands Community College is proud to present its state-of-the-art and Wellness Center located in the southwest corner of Building A. The and Wellness Center includes a Fitness Center, weight and exercise rooms, and locker rooms with showers.

Community members and students may access the Fitness Center 24 hours per day, seven days a week, 365 days a year. The clean and safe facility is continually monitored by video surveillance.

The 2,522 square foot Fitness Center houses a large selection of aerobic training equipment (including treadmills, elliptical cross trainers, recumbent and upright bikes, rowing machines and a stair stepper) numerous Hoist and Freemotion resistant training machines, a treadwall climbing wall, and an exercise area with wood flooring.

Group exercise courses are held in the 709 square foot specialized exercise room with state-of-the-art rubberized Mondo flooring.

A weight room including barbell and dumbell free weight equipment with two weight benches, squat rack/power rack and leg press/hack squat is available. Men and women's locker rooms with showers are also located within the Fitness Center. Lockers are available for rental on a semester-by-semester basis.

and physical education (HPE) credit courses are offered each semester. Cardio Kickboxing, Pilates-Style Mat Training, Fitness Yoga, Zumba, Body Sculpting, Circuit Training, Weight Training for Women, Fitness for Older Adults, Personal Training Assessment, and Quick Start Fitness are a few of the courses offered.

A facility of this caliber is rarely found in a small community setting. The reasonable monthly membership fee makes joining the Mesalands Fitness Center an ideal way to improve your overall and well-being.

The College also offers a significantly reduced membership rate for businesses that enroll 5 or more employees for one year.

HIGH SCHOOL STUDENTS

DUAL ENROLLMENT

Mesalands Community College works with a number of area school districts to dually enroll students in high school and college.

Qualified high school students attending these high schools can dually enroll in general education or technical courses for college credit at Mesalands Community College while also earning credit for high school graduation requirements.

COMMUNITY EDUCATION

Mesalands Community College has a consistently successful history of delivering quality service and educational programs to its community. The College considers these programs to be a substantial contribution to the economic development of the area and to the education, future employability, and higher education of the community.

The College currently offers fall and spring semesters of community education for adults, and a Summer Adventure Camp for children. A variety of classes are offered each semester. Instructors with diverse talents, skills, and knowledge are drawn from the community. Classes are developed according to demand. Most community education classes take place in the evening, while the Summer Adventure Camp is held during a two-week period in June or July. Classes and workshops are also available from the College's Small Business Development Center throughout the year.

The College has conference areas capable of seating between 50 and 400 people. In addition, break-out rooms with an average seating of 35 can accommodate most civic, community, or education groups. Non-profit organizations are not charged for these support services during regular College hours.

SUMMER JUMP START PROGRAM

Mesalands Community College offers a variety of transferable general education courses each summer. Qualifying high school students may enroll in these courses over the summer and earn college credit. Credit will apply to degrees at Mesalands and other colleges and universities, both in and out of the state.

DISTANCE LEARNING

The College provides a variety of distance learning courses. Distance Education allows students to take college courses at their own convenience. Final examinations in all distance learning courses must be proctored per the College's Distance Learning Test Proctoring Procedures. Please contact the Director of Academic Affairs for more information.

Modes of Instruction:

- Internet
- Webcast/Video Delivery
- Digital ITV
- Podcasting-Audio and Video

Internet courses are taught using the Internet and Moodle. Courses are similar to in-class courses with assignments or homework, quizzes and exams. Students have more of an opportunity to work within their own time frame. A computer with Internet access is necessary to enroll in these courses.

Webcast/Video Delivery Courses are courses delivered through the Internet via an integrated instructional system that generally includes lectures, a textbook, and a variety of other instructional materials. Course materials are picked up from the class facilitator or the Director of Academic Affairs.

Digital ITV is a digital interactive television course similar to video conferencing. This two-way video instruction has audio and visual capabilities.

Podcasting offers a new and exciting method of taking classes. Students watch professionally produced video lectures on an iPod, personal video player, personal computer, or in the College's computer lab.

ADMINISTRATIVE AFFAIRS

COLLEGE BOOKSTORE

The College provides a unique bookstore with a pleasant and relaxing atmosphere for students, faculty, staff, and community convenience. The goal of the Bookstore is to provide necessary and supplementary educational materials needed to enhance learning. Textbooks, school and office supplies, art supplies, farrier tools and sundry items are supplied by the College Bookstore. The College Bookstore also offers clothing and gift items featuring the College logo, as well as refreshments. The Bookstore is open at convenient times to benefit the campus.

DINOSAUR MUSEUM SHOP

The Museum Shop has a wide array of educational and gift items. The goal of the Museum Shop is to provide scientific educational resources, gifts and souvenirs to visitors of the Mesalands Community College's Dinosaur Museum and Natural Sciences Laboratory. The Museum Shop selection includes scientific books, rocks and fossils, replicas, school supplies, tools, and toys. Clothing and gift items with the Museum logo are also available at the Museum Shop.

SMALL BUSINESS DEVELOPMENT CENTER

The Small Business Development Center (SBDC) is housed on the campus of Mesalands Community College and provides a source for people in the community to receive assistance in the following areas:

- Business planning, marketing and financing
- International trade - import and export
- Women and minority-owned business programs
- Veterans information programs
- Young entrepreneurs programs

SBDC was created in 1986 and became affiliated with the New Mexico SBDC in 1990. The center serves a four-county area. Its mission statement reads as follows:

The mission of the NMSBDC is to provide quality direct assistance, entrepreneurial education, and resource links for potential and existing small businesses to strengthen the economy of New Mexico.

DINOSAUR MUSEUM

The creation of Mesalands Community College's Dinosaur Museum and Natural Sciences Laboratory is a strong, emerging facet of the College's goal of providing "quality community service programs responding to the diverse needs of the region and commitment to educational quality." A significant result of that process has been the forging of a reciprocal partnership between the College and the community which recognizes, owns, and promotes the geographical region's rich heritage as one of the earth's premier deposits of fossilized ancient life.

To that end, a Museum advisory committee was formed in 1997 and, in concert with the College and the Mesalands Community College Foundation, launched a major capital campaign to raise money to build the museum.

In the fall of 1997, the College launched the volunteer group Fossil Friends, whereby members of the community were invited to participate in both the development of the museum and its exhibits and in collecting and cataloguing local fossils.

Mesalands Community College's Dinosaur Museum and Natural Sciences Laboratory opened in the spring of 2000. The facility houses exhibit space, classroom, laboratory, storage, restrooms, a Museum Shop, and offices for instructors. Natural Science degree programs with an emphasis in paleontology and geology are conducted here.

The community has donated considerable time, energy, and material resources for remodeling the facility, and for establishing and improving the collection of fossils and other natural history objects. Individuals have also contributed numerous privately owned fossils, as well as whole fossil collections, to the cause. In 2006, the display area and the collection facilities were significantly improved and expanded with financial assistance from the state.

The Museum provides ideal opportunities for student interns to broaden their education in research, field and lab work, and in all aspects of museum science. Volunteers of all ages, from local schools and the community, take the opportunity to gain unique experiences.

Field research is conducted in the summer within the framework of Mesalands Community College's paleontology classes, which operate in the heart of some of the nation's most important fossil beds. Over the last few years, numerous scientifically important fossils from the Mesozoic Age of the Dinosaurs have been recovered and made available for study.

EDUCATIONAL REQUIREMENTS

GENERAL REQUIREMENTS FOR GRADUATION

EDUCATIONAL PLANS OF STUDY

Only Educational Plans of Study which have been signed by the student and adviser and filed in the Office of Enrollment Management will be honored. A student's plan of study remains valid only as long as the student remains continuously enrolled at Mesalands Community College after signing the Educational Plan of Study (at least one course per fall and spring semesters). In addition, the College does not guarantee that courses needed for completion of a given Educational Plan of Study will be offered beyond three years from the date of signing for associate degree plans, or one year beyond the date of signing for certificate plans.

Official Plans of Study which have been approved by the Curriculum Coordinating Committee and faculty council and filed with the Office of Enrollment Management supercede those in prior catalogs or other College publications.

Transfer students must complete at least 15 credits of any degree or certificate requirements in residence at Mesalands Community College.

GRADE POINT AVERAGE

To be eligible for graduation, a student must complete all Mesalands Community College courses with a CGPA of 2.00 or better.

INDEBTEDNESS TO THE COLLEGE

No degree or certificate will be awarded until all student indebtedness to Mesalands Community College has been satisfied. Library and tool inventories must be cleared, and any other obligations to the College must be satisfied. The student should obtain the appropriate sign-off signatures on the "Petition to Graduate Form" supplied by the Office of Enrollment Management.

MINIMUM REQUIREMENT FOR SUBSEQUENT DEGREES

Students may qualify for more than one Associate of Applied Science (AAS) degree by completing the requirements for the subsequent degree(s) and by earning at least 15 additional collegiate level credits after receiving the previous degree.

This applies to different degrees, not options within a degree. For example, a student may qualify for degrees in both Farrier Science and Diesel Technology, but cannot earn degrees for both Business Administration-General and Business Administration-Accounting since these are simply options under the Business Administration degree. Students may qualify for more than one certificate within a department by completing the requirements with at least 9 additional credits beyond the requirements for the first certificate.

Students may not qualify for more than one Associate of Arts (AA) degree. The AA degree is a single degree with various options and concentrations designed for students anticipating transfer to a four-year college to complete a bachelor's degree.

APPLICATION FOR GRADUATION

Students who plan to graduate should submit a completed "Application for Graduation" form to the Office of Enrollment Management prior to the deadline as listed in the institutional calendar. Students should pick up an advisement copy of their transcript, Plan of Study, current schedule, pay graduation fees, and schedule an appointment with their advisor. Graduation fees are identified under the section of this handbook entitled "Fees."

ACT NATIONAL CAREER READINESS CERTIFICATE (NCRC) TESTING

The NCRC is an industry recognized, portable, evidence-based credential that documents essential skills needed for workplace success and includes assessment of applied mathematics, workplace documents and graphic literacy. Students who plan to graduate with a degree and are enrolled in English 299, are required to take the NCRC testing when it is scheduled that semester.

GRADUATION WITH HONORS

At commencement ceremonies, students with high cumulative grade point averages who receive Associate degrees will be recognized for Graduating with Honors.

Summa Cum Laude means a student has graduated with a CGPA of 3.80 or higher. Magna Cum Laude means a

student has a CGPA of 3.50 to 3.79. Cum Laude means a student has a CGPA of 3.25 to 3.49.

GENERAL EDUCATION PHILOSOPHY

One of the goals of higher education is to help prepare students with cultural, social, and societal skills which will enable them to participate actively in society. General education courses are intended to introduce students to that body of knowledge which gives meaning and cohesion to society, thus preparing them for life-long learning.

The general education requirements are also intended to prepare the community college student with the academic background and skills to successfully pursue more advanced degrees at colleges and universities and/or to be more successful in a career. To that end, Mesalands Community College has incorporated an institutional core of general education within each degree.

General Education classes solidify the proficiencies and competencies that are essential for all college-educated adults. Offerings include the following:

Art/Music, Communications, Computers, English, History, Philosophy, Foreign Language, Natural and Physical Science, Mathematics, Anthropology, Economics, Sociology, Psychology, Political Science and Religious Studies.

Mesalands Community College recognizes General Education as the foundation for higher education and is committed to its full integration in all of its degree and Applied Science certificate programs.

Mesalands Community College's degree programs are designed to develop competencies in broad areas of general education complemented by a concentration in career and applied science courses. Upon successful completion of any degree at Mesalands Community College, a student should be able to:

Communicate effectively, including:
- present ideas orally according to standard usage
- present ideas in writing
- demonstrate application of information technology

Scientific and mathematical reasoning, including:
- demonstrate mathematical principles
- demonstrate scientific reasoning
- apply scientific methods to the inquiry process

Think critically, including:
- read and analyze complex ideas
- locate, evaluate, and apply research information
- evaluate and present well-reasoned arguments

PROGRAM OBJECTIVES

All degree and certificate programs of study have identified program objectives. Program objectives measure the competencies that students will possess and demonstrate upon graduation. These program objectives/competencies reflect the knowledge, skills, and professional dispositions valued by workplace employers and other stakeholders.

GENERAL EDUCATION CORE OFFERINGS FOR THE ASSOCIATE OF ARTS DEGREE*

COURSE NUMBER	COURSE NAME	CREDITS
COM 102	Public Speaking	3
ENG 102	English Composition	3
ENG 104	English Composition and Research	3
MATH 110 or STAT 213	College Algebra or Statistical Methods	4
Select Two Courses	Laboratory Science	8
Select Two Courses	Social/Behavioral Science	6
Select Two Courses	Humanities/Fine Arts	6
	Total Core*	33

*Refer to degree plans for specific General Education requirements
*Computer competency assessment required

GENERAL EDUCATION CORE OFFERINGS FOR THE ASSOCIATE OF APPLIED SCIENCE DEGREE*

COURSE NUMBER	COURSE NAME	CREDITS
COM 102	Public Speaking	3
ENG 102	English Composition	3
MATH 101 or higher	Basic Algebra or higher	4
CIS 101	Introduction to Computers	4
Select One Course	Laboratory Science	4
Select One Course	Social Science/Humanities	3
	Total Core*	21

* Refer to degree plans for specific General Education requirements.
* ACS 100 Student College Success (Required for students testing into pre-collegiate courses).

MESALANDS COMMUNITY COLLEGE CURRICULUM REQUIREMENTS

Degrees and Certificates	Program Length	General Education Credits	Field of Study Credits	Total Credits
Associate of Arts Degree	2 Years or 4 Semesters	33	27-30	63
Associate of Applied Science Degree	2 Years or 4 Semesters	21	39-40	61
Applied Science Certificate	1 Year or 2 Semesters	9-13	23-31	32-44
Occupational Certificate	1 Semester	0	6-23	6-23

EDUCATIONAL PROGRAMS

Mesalands Community College is authorized by the New Mexico Higher Education Department to offer programs leading to Associate of Arts and Associate of Applied Science degrees.

The College also offers programming that leads to certificates. The educational goals emphasize preparing students for transfer to a four-year, degree-granting institution, gainful employment, and to allow them to upgrade their skills and knowledge for career advancement. These goals promote an interest in life-long learning for the student. The following table denotes the degree and/or certificate awarded by each program:

Program	Degree	Certificate
Agri-Business	X	
Allied	X	
Nurse's Aide		X
Phlebotomy		X
Animal Science	X	
Artistic Silversmithing		X
Building Trades	X	
Business Administration		
General Business	X	
Business Office Technology		
General Office	X	
Education		
Bilingual	X	
Early Childhood Education	X	
Elementary	X	
Secondary	X	
Farrier Science	X	X
Fine Arts		
New Media/Graphic Design	X	
2-Dimensional	X	
3-Dimensional	X	
Metal Casting		X

Program	Degree	Certificate
General Studies		
Occupational Option	X	
Human Services		
Criminal Justice	X	
Social Work	X	
Liberal Arts		X
Communications	X	
University Studies	X	
Natural Sciences		
Geology	X	
Paleontology	X	
Physical Science		
Pre-Engineering	X	
Pre-Medical Arts		X
Pre-Dentistry	X	
Pre-Medicine	X	
Pre-Veterinary	X	
Pre-Nursing		X
Public Administration		
Law Enforcement	X	
Technical and Professional Writing		X
Wind Energy Technology	X	X

PLANS OF STUDY: ASSOCIATE OF ARTS

BUSINESS ADMINISTRATION

The Business Department at Mesalands Community College offers the Associate of Arts Degree with a General Business option. Associate of Arts Degrees are awarded to students who complete the degree plan requirements in our Business Administration programs.

GENERAL BUSINESS OPTION

The Business Administration program (General Business option) provides the means for students to acquire skills in accounting, business communications, business law, computers, economics, and management. These skills will enable students to enter the business world. This program is designed to provide the first two years of business courses for those students who plan to pursue a four-year degree. Graduates of the Business Administration program are exposed to a variety of disciplines through their course work, and are given the opportunity to improve and enhance their interpersonal, critical thinking and problem solving skills.

FIRST YEAR

FALL		CREDITS
ACCT 202	Principles of Accounting I	3
BUS 101	Introduction to Business	3
ENG 102	English Composition	3
	Humanities/Fine Arts Requirement	3
	Social/Behavioral Science Requirement	3
	CREDITS	**15**

SPRING		CREDITS
ACCT 210	Principles of Accounting II	3
BUS 221	Business Communications	3
ENG 104	English Composition and Research *Prerequisite: ENG 102*	3
MATH 110/ STAT 213	College Algebra or Statistical Methods	4
	Science Requirement	4
	CREDITS	**17**

SECOND YEAR

FALL		CREDITS
BUS	Business Elective	3
COM 102	Public Speaking	3
ECON 251	Macro Economics	3
	Humanities/Fine Arts Requirement	3
MGT 212	Principles of Management	3
	CREDITS	**15**

SPRING		CREDITS
BLAW 202	Introduction to Business Law	3
ECON 252	Micro Economics	3
	Science Requirement	4
	Social/Behavioral Science Requirement	3
ENG 299	Capstone Portfolio Course	1
	CREDITS	**14**

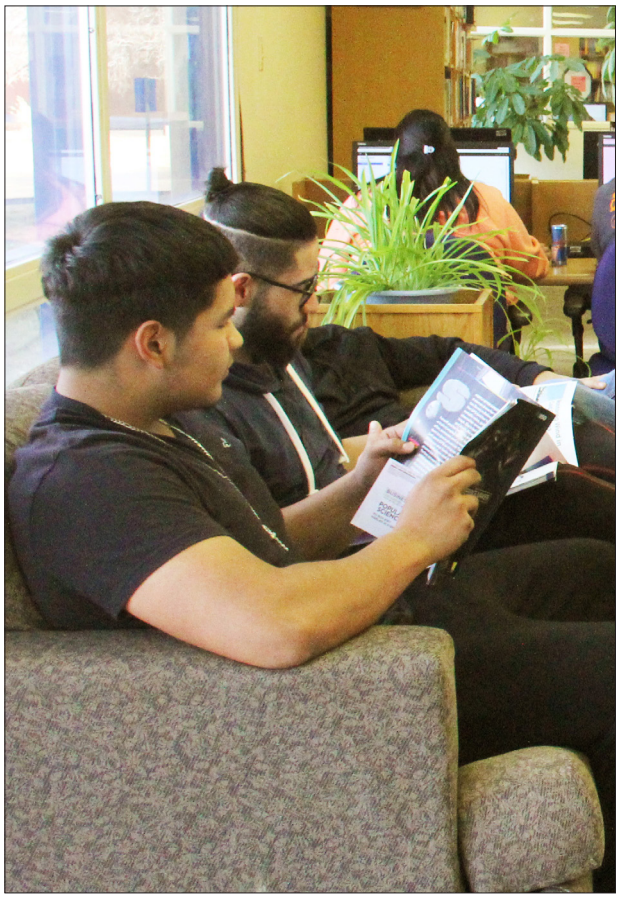
TOTAL CREDITS **61**

EDUCATION

The Education options provide a stimulating, challenging forum wherein scholars and practitioners interact in the discovery and mastery of the science and art of educational endeavors. This balanced approach, in which research and practice are viewed as essential and complementary, enables the College to produce superior educators.

BILINGUAL OPTION

The Bilingual option is an internationally significant field that crosses many disciplines. Students will be provided with opportunities to become teachers and educational leaders who work with children to develop a democratic and pluralistic society.



FIRST YEAR

FALL		CREDITS
EDU 110	Introduction to Education	3
ENG 102	English Composition	3
HPE 127	Introduction to and Wellness	1
	Humanities/Fine Arts Requirement	3
	Science Requirement	4
	CREDITS	**14**

SPRING		CREDITS
COM 102	Public Speaking	3
ENG 104	English Composition and Research	3
	Prerequisite: ENG 102	
	Science Requirement	4
	Social/Behavioral Science Requirement	3
SPAN 101	Beginning Spanish	3
	CREDITS	**16**

SECOND YEAR

FALL		CREDITS
ENG	English 200 level elective	3
HPE	HPE Elective	1
	Humanities/Fine Arts Requirement	3
PSY 104	Growth and Development	3
SPAN 102	Beginning Spanish II	3
	Social/Behavioral Science Requirement	3
	CREDITS	**16**

SPRING		CREDITS
EDU 222	Structured Observations in Teaching	3
HIST 203	New Mexico History	3
HIST	History Elective	3
MATH 110/ STAT 213	College Algebra or Statistical Methods	4
ENG 299	Capstone Portfolio Course	1
	CREDITS	**14**
	TOTAL CREDITS	**60**

EARLY CHILDHOOD OPTION

The Early Childhood option provides opportunities for students to bring together subject matter knowledge, appropriate strategies, and interpersonal skills essential to provide successful learning experiences for children. Students will be versed in individualized instruction and sensitive to developmental and sociocultural issues involving the learner.

FIRST YEAR

FALL		CREDITS
ECE 104	Child Growth, Development, and Learning	3
ECE 106	Family and Community Collaboration	3
ENG 102	English Composition	3
	Humanities/Fine Arts Requirement	3
	Social/Behavioral Science Requirement	3
	CREDITS	**15**

SPRING		CREDITS
ECE 113	Safety and Nutrition	2
ECE 265	Guiding Young Children	3
ENG 104	English Composition and Research *Prerequisite: ENG 102*	3
	Humanities/Fine Arts Requirement	3
	Science Requirement	4
	CREDITS	**15**

SECOND YEAR

FALL		CREDITS
ECE 103	Professionalism	2
ECE 111	Curriculum Development through Play - (Birth Through Age Four)	3
ECE 112	Practicum (Birth Through Age 4)	2
ECE 207	Assessment of Children and Evaluation of Program	3
	Science Requirement	4
	Social/Behavioral Science Requirement	3
	CREDITS	**17**

SPRING		CREDITS
COM 102	Public Speaking	3
ECE 209	Introduction to Language, Literacy and Reading	3
ECE 214	Curriculum Development and Implementation (Age 3 through Grade 3)	3
ECE 215	Practicum (Age 3 through Grade 3)	2
MATH 110/ STAT 213	College Algebra or Statistical Methods or	4
MATH 261	Math for Elementary Teachers	3
ENG 299	Capstone Portfolio Course	1
	CREDITS	**15/16**
	TOTAL CREDITS	**62/63**

ELEMENTARY OPTION

The Elementary Education option provides opportunities for students to explore a variety of subjects in the humanities, social sciences and natural sciences. Students also learn appropriate strategies and the interpersonal skills essential to provide successful learning experiences for children in a diverse society.

FIRST YEAR

FALL		CREDITS
EDU 110	Introduction Education	3
ENG 102	English Composition	3
HPE 127	Introduction to and Wellness	1
	Humanities/Fine Arts Requirement	3
	Social/Behavioral Science Requirement	3
	CREDITS	**13**

SPRING		CREDITS
ENG 104	English Composition and Research *Prerequisite: ENG 102*	3
HIST	History 101 or History 102	3
	Humanities/Fine Arts Requirement	3
	Science Requirement	4
	Social/Behavioral Science Requirement	3
	CREDITS	**16**

SECOND YEAR

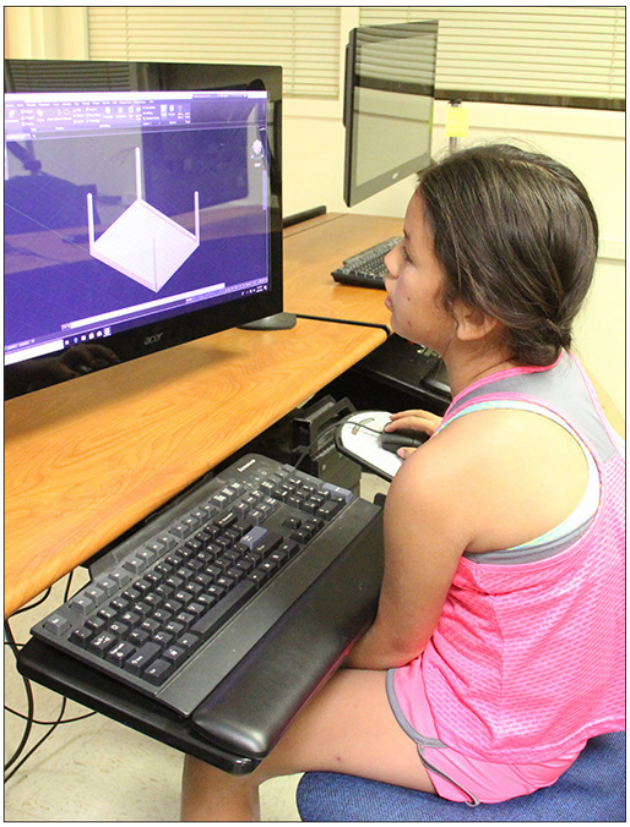
FALL		CREDITS
ENG	English 200 level elective	3
HIST	History 121 or 122	3
HPE	HPE Elective	1
MATH 261	Math for Elementary Teachers	3
PSY 104	Growth and Development	3
	Science Requirement	4
	CREDITS	**17**

SPRING		CREDITS
COM 102	Public Speaking	3
EDU 222	Structured Observations in Teaching *Prerequisite: See Instructor*	3
HIST 203	New Mexico History	3
MATH 101	Basic Algebra	4
ENG 299	Capstone Portfolio Course	1
	CREDITS	**14**

TOTAL CREDITS 60

SECONDARY OPTION

The Secondary Education option provides students with the opportunity and experience to work with children from a broad range of cultural, ethnic, and economic backgrounds. Students will be prepared for career roles as teachers of science, social sciences, humanities, educational leaders, researchers, media, and computer specialists.



FIRST YEAR

FALL		CREDITS
ENG 102	English Composition	3
HIST	HIST 101 or HIST 102	3
HPE 127	Introduction to and Wellness	1
	Humanities/Fine Arts Requirement	3
	Social/Behavioral Science Requirement	3
	CREDITS	**13**

SPRING		CREDITS
EDU 110	Introduction to Education	3
ENG 104	English Composition and Research	
	Prerequisite: ENG 102	3
	Humanities/Fine Arts Requirement	3
	Social/Behavioral Science Requirement	3
	Science Requirement	4
	CREDITS	**16**

SECOND YEAR

FALL		CREDITS
ENG	English 200 Level Elective	3
HIST	HIST 121 or HIST 122	3
HPE	HPE Elective	1
PSY 104	Growth and Development	3
	Science Elective	4
	CREDITS	**14**

SPRING		CREDITS
COM 102	Public Speaking	3
EDU 222	Structured Observations in Teaching	
	Prerequisite: See Instructor	3
HIST 203	New Mexico History	3
HIST	History Elective	3
MATH 110/	College Algebra or	4
STAT 213	Statistical Methods	
ENG 299	Capstone Portfolio Course	1
	CREDITS	**17**

TOTAL CREDITS 60

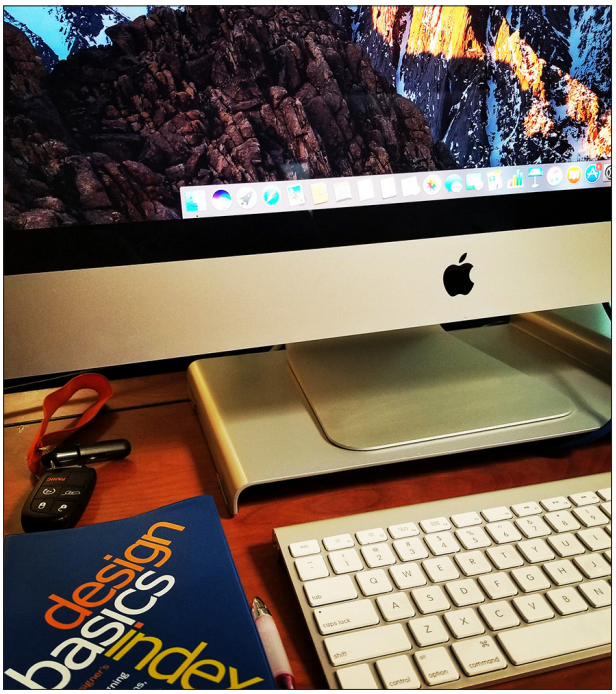
FINE ARTS

NEW MEDIA/GRAPHIC DESIGN OPTION

In the current design world of Integrated Marketing Concepts (IMC), corporate branding identities and design for a global audience, it is imperative that beginning designers develop a visual vocabulary that effectively uses the elements and principles of good design to convey ideas to broad target markets. It is equally important that new designers learn to problem solve in fresh, memorable and creative ways so that their work can effectively convince, persuade, inform and sell.

The Graphic Design Option offers Associate of Arts degree and the course of study allows students to become adept at using the elements and principles of design to create work that effectively communicates an idea. Through the course of study, the student will also become proficient at using the industry standard computer applications needed to see their work through to completion.

The course of study will allow the student to engage creatively to solve both simple and complex visual design problem as well as to help them learn to bring conceptual ideas to fruition in solid, usable, visual forms.



FIRST YEAR

FALL		CREDITS
ART 103	Basic Design (2D)	3
ART 112	Drawing 1	3
ENG 102	English Composition	3
MATH 108	A Survey of Mathematics	3
	Social/Behavioral Science Requirement	3
	CREDITS	**16**

SPRING		CREDITS
ART 104	3-D Concepts	3
ART 222	Drawing 2	3
	Prerequisite: ART 112	
ENG 104	English Composition and Research	3
	Prerequisite: ENG 102	
	Science Requirement	4
	Social/Behavioral Science Requirement	3
	CREDITS	**16**

SECOND YEAR

FALL		CREDITS
ART 123	Digital Media I	3
	Prerequisite: Instructor Approval	
	Humanities/Fine Arts Requirement	3
	Science Requirement	4
ART/CIS 216	Digital Photography and	3
	the Digital Darkroom3	
	Prerequisite: Instructor Approval	
HPE 127	Introduction to and Wellness	1
	CREDITS	**14**

SPRING		CREDITS
ART 153	Digital Media II	3
	Prerequisite: ART 123	
ART	Painting/Printmaking	3
	Refer to Prerequisite	
ART 261	Art History	3
COM 102	Public Speaking	3
HPE	HPE Elective	1
ENG 299	Capstone Portfolio Course	1
	CREDITS	**14**

TOTAL CREDITS 60

THREE-DIMENSIONAL OPTION

The studio option with three-dimensional emphasis offers the student the opportunity to study various 3D studio media. The spacious laboratories at Mesalands Community College will provide students with access to professional-quality equipment, including a full metal fabrication shop, woodshop, 3D printers, ceramic kilns, electric pottery wheels and the historic metal-casting foundry.

Students have the opportunity to participate in the annual Mesalands Hot Iron Pour, focusing on sand casting processes as well as ceramic shell for metal casting.. The visiting artist program also exposes students to the works of current professional artists and showcases student work in both open and juried student shows. Instruction in the studio processes is done with an emphasis on creativity, craftsmanship, application and understanding of design principle, and safety. Instructors are nationally-recognized, practicing artists, who are dedicated to helping you explore, research and practice the visual arts.

FIRST YEAR

FALL		CREDITS
ART 103	Basic Design (2D)	3
ART 112	Drawing I	3
ENG 102	English Composition	3
MATH 110/	College Algebra or	4
STAT 213	Statistical Methods	
	Social/Behavioral Science Requirement	3
	CREDITS	**16**

SPRING		CREDITS
ART 104	3D Concepts	3
	2D Elective – Painting/Printmaking/ Drawing II	3
	Prerequisite: ART 112	
ENG 104	English Composition and Research	3
	Prerequisite: ENG 102	
	Science Requirement	4
	Social/Behavioral Science Requirement	3
	CREDITS	**16**

SECOND YEAR

FALL		CREDITS
ART 114	Sculpture I	3
	Prerequisite: ART 104	
ART/CIS 216	Digital Photography and the Digital Darkroom	3
	Humanities/Fine Arts Requirement	3
	Science Requirement	4
HPE 127	Introduction to and Wellness	1
	CREDITS	**14**

SPRING		CREDITS
ART	3D Elective – Sculpture II/Ceramics	3
	Refer to Prerequisite	
ART 225	Foundry	3
ART 261	Art History	3
COM 102	Public Speaking	3
HPE	HPE Elective	1
ENG 299	Capstone Portfolio Course	1
	CREDITS	**14**

TOTAL CREDITS 60

TWO-DIMENSIONAL OPTION

The studio option with two-dimensional emphasis, offers the student the opportunity to study various 2D studio media. The two-dimensional option encourages experimentation within drawing and painting, while also familiarizing students with critical and technical skills necessary to sustain an artistic practice.

The spacious laboratories will provide students with access to professional-quality equipment, including a full printmaking laboratory, lithography press, takach press, woodshop, 3D laser engraver, digital photo, and painting laboratory

For non-art majors, the program offers courses that satisfy the degree requirements for other fields of study. Art courses are also open to non-degree seeking students who are interested in art. Students will work with the College's renowned art faculty, all of whom are practicing artists, to discover new materials, concepts, and projects that will help students take their work in unexpected directions.

FIRST YEAR

FALL		CREDITS
ART 103	Basic Design (2D)	3
ART 112	Drawing I	3
ENG 102	English Composition	3
MATH 110/	College Algebra or	4
STAT 213	Statistical Methods	
	Social/Behavioral Science Requirement	3
	CREDITS	**16**

SPRING		CREDITS
ART 104	3D Concepts	3
ART 222	Drawing II	3
	Prerequisite: ART 112	
ENG 104	English Composition and Research	3
	Prerequisite: ENG 102	
	Science Requirement	4
	Social/Behavioral Science Requirement	3
	CREDITS	**16**

SECOND YEAR

FALL		CREDITS
	2D Elective – Printmaking/Painting	3
	Refer to Prerequisite	
ART/CIS 216	Digital Photography and	3
	the Digital Darkroom	
	Prerequisite: Instructor Approval	
	Humanities/Fine Arts Requirement	3
	Science Requirement	4
HPE 127	Introduction to and Wellness	1
	CREDITS	**14**

SPRING		CREDITS
ART	2D Elective – Printmaking/Painting	3
	Prerequisite: ART 112	
ART	2D Elective	3
	Prerequisite: ART 202/203/260	
ART 261	Art History	3
COM 102	Public Speaking	3
HPE	HPE Elective	1
ENG 299	Capstone Portfolio Course	1
	CREDITS	**14**

TOTAL CREDITS 60

METAL CASTING

Contemporary artists need strong practical technical proficiency in order to convey conceptual ideas through visual material reality. The Fine Arts program emphasizes the important aesthetic correlation of appropriate media manipulation with manifestation of a desired affective outcome.

The program offers hands-on creative experience with a variety of media applications to visual problem solving in casting. There is an equal emphasis upon student development of appropriate technical manipulation, individual creative initiative, and conceptual awareness and intent.

Bronze sculpture has a strong tradition in the College's foundry.

OCCUPATIONAL CERTIFICATE

CREDITS

ART 105	Basic Casting Techniques	3
ART 114	Sculpture I	3
ART 205	Modeling Sculpture and Mold making	3
ART 215	Casting Wax and Bronze	3
ART 225	Foundry	3
ART 230	Studio	3
	TOTAL CREDITS	**18**

HUMAN SERVICES

CRIMINAL JUSTICE OPTION

The Criminal Justice Program offers an Associate of Arts degree. The field of Criminal Justice offers a career of unending challenge and public service. At no time in this nation's history has there been a greater need for qualified, well-educated and dedicated criminal justice professionals.

FIRST YEAR

FALL		CREDITS
CRJU 102	Introduction to Criminal Justice	3
ENG 102	English Composition	3
HPE 127	Introduction to and Wellness	1
	Social/Behavioral Science Requirement	3
SPAN 101	Beginning Spanish I	3
	CREDITS	**13**

SPRING		CREDITS
CRJU 141	Criminal Investigation	3
ENG 104	English Composition and Research	3
	Prerequisite: ENG 102	
	Humanities/Fine Arts Requirement	3
	Social/Behavioral Science Requirement	3
SOC 101	Introductory Sociology	3
	CREDITS	**15**

SECOND YEAR

FALL		CREDITS
COM 102	Public Speaking	3
CRJU 202	Criminal Law	3
	Science Requirement	4
SOC 212	Contemporary Social Issues	3
MATH 110/ STAT 213	College Algebra or Statistical Methods	4
	CREDITS	**17**

SPRING		CREDITS
HPE	Elective	1
	Humanities/Fine Arts Requirement	3
PSCI 202	State and Local Government	3
	Science Requirement	4
	Social/Behavioral Science or Human/Fine Arts Elective	3
ENG 299	Capstone Portfolio Course	1
	CREDITS	**15**

TOTAL CREDITS 60

SOCIAL WORK OPTION

The Social Work Program provides the student with an introduction to the field of social work and the social welfare system, the human behavior content required of human services workers, and social welfare policy analysis skills. The curriculum may serve as a preparatory foundation for those interested in continuing their study at the Bachelor of Social Work level.

FIRST YEAR

FALL		CREDITS
ENG 102	English Composition	3
HPE 127	Introduction to and Wellness	1
	Science Requirement	4
	Social/Behavioral Science Requirement	3
SPAN 101	Beginning Spanish I	3
	CREDITS	**14**

SPRING		CREDITS
ENG 104	English Composition and Research	3
	Prerequisite: ENG 102	
	Humanities/Fine Arts Requirement	3
	Science Requirement	4
	Social/Behavioral Science Requirement	3
	Social/ Behavioral Science or Humanities/Fine Arts Elective	3
	CREDITS	**16**

SECOND YEAR

FALL		CREDITS
COM 102	Public Speaking	3
MATH 110/ STAT 213	College Algebra or Statistical Methods	4
SOC 212	Contemporary Social Issues	3
SOC 215	Marriage and the Family	3
SW 218	Introduction to Social Welfare	3
	CREDITS	**16**

SPRING		CREDITS
PSY 104	Growth and Development	3
HPE	HPE Elective	1
PSCI 202	State and Local Government	3
	Social/Behavioral Science Requirement	3
SW 290	Internship in Social Welfare	3
	Prerequisite: SW 218	
ENG 299	Capstone Portfolio Course	1
	CREDITS	**14**

TOTAL CREDITS 60

LIBERAL ARTS

COMMUNICATIONS OPTION

The Communications option provides opportunities for students to explore interests and develop proficiencies in general communications, writing, computer use, and publishing software while gaining a background in liberal arts studies. Graduates of the program complete course work that explores a variety of academic disciplines. Students who intend to use the Communications option as a basis for transfer should make certain that their course selection meets the requirements of the applicable degree at the college or university to which they plan to transfer.

FIRST YEAR

FALL		CREDITS
COM 101	Interpersonal Communication	3
ENG 102	English Composition	3
HPE 127	Introduction to and Wellness	1
	Humanities/Fine Arts Requirement	3
	Social/Behavioral Science Requirement	3
	CREDITS	**13**

SPRING		CREDITS
COM 102	Public Speaking	3
ENG 104	English Composition and Research	3
	Prerequisite: ENG 102	
	Science Requirement	4
	Social/Behavioral Science Requirement	3
	Humanities/Fine Arts Requirement	3
	CREDITS	**16**

SECOND YEAR

FALL		CREDITS
BUS 221	Business Communications	3
CIS 210	Graphics Applications	4
ENG 233	Professional and Technical Writing	3
	Additional COM -or- ENG Elective	3
	Science Requirement	4
	CREDITS	**17**

SPRING		CREDITS
CIS 222	Desktop Publishing	4
ENG 235	Advanced Composition	3
HPE	HPE Elective	1
MATH 108	A Survey of Mathematics	4
	Transferable Liberal Arts Elective	3
ENG 299	Capstone Portfolio Course	1
	CREDITS	**16**

TOTAL CREDITS 62

UNIVERSITY STUDIES OPTION

The University Studies option provides opportunities for students to explore studies in areas of student interest while developing proficiencies in the liberal arts and the selected areas of interest. Graduates of the program, however, are strongly encouraged to complete coursework in which the academic disciplines (transferable electives) demonstrate a common area of interest. Students intending to use the University Studies option as a basis for transfer should make certain that their course selection meets the requirements of the applicable degree at the college to which they plan to transfer.

FIRST YEAR

FALL		CREDITS
ENG 102	English Composition	3
HPE 127	Introduction to and Wellness	1
	Humanities/Fine Arts Requirement	3
	Social/Behavioral Science Requirement	3
	Transferable Liberal Arts Elective	3
	CREDITS	**13**

SPRING		CREDITS
ENG 104	English Composition and Research	3
	Prerequisite: ENG 102	
	Humanities/Fine Arts Requirement	3
	Science Requirement	4
	Social/Behavioral Science Requirement	3
	Transferable Liberal Arts Requirement	3
	CREDITS	**16**

SECOND YEAR

FALL		CREDITS
COM 102	Public Speaking	3
	Science Requirement	4
	Transferable Liberal Arts Elective	3
	Transferable Liberal Arts Elective	3
	Transferable Liberal Arts Elective (200 level)	3
	CREDITS	**16**

SPRING		CREDITS
HPE	HPE Elective	1
MATH 110/ STAT 213	College Algebra or Statistical Methods	4
	Transferable Liberal Arts Elective	3
	Transferable Liberal Arts Elective	3
	Transferable Liberal Arts Elective (200 level)	3
ENG 299	Capstone Portfolio Course	1
	CREDITS	**15**
	TOTAL CREDITS	**60**

*Note:
At least two of the transferable liberal arts electives must be at the 200 level

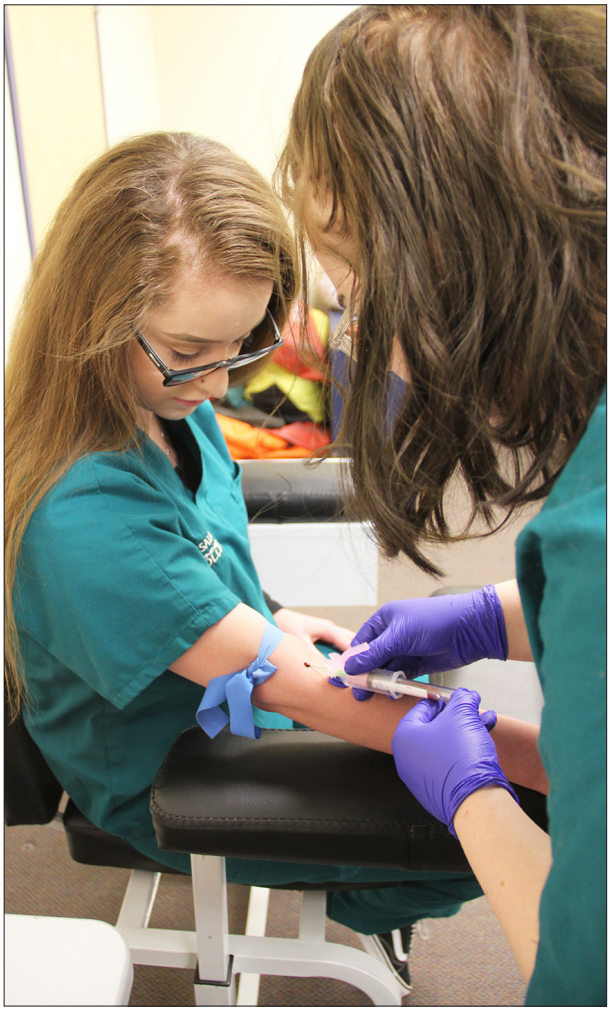
LIBERAL ARTS CERTIFICATE

The Liberal Arts Certificate program is designed to provide students with the opportunity to explore areas of interest in the liberal arts. Graduates of the program will complete coursework that explores a variety of academic disciplines. Students must choose at least one course from each area of study, for a total of 21-23 credit hours. Students who intend to use the Liberal Arts Certificate option as a basis for transfer should make certain that their course selections meet the requirements of the applicable degree at the college or university to which they plan to transfer.

		CREDITS
COMMUNICATIONS		
Choose one or more:		
ENG 102	English Composition	3
ENG 104	English Composition and Research	3
ENG 233	Professional and Technical Writing	3
COM 101	Interpersonal Communications	3
COM 102	Public Speaking	3
CIS 101	Introduction to Computers	4
MATHEMATICS		
Choose one or more:		
MATH 110	College Algebra	4
MATH 112	Trigonometry	3
MATH 141	Elements of Calculus I	3
MATH 142	Elements of Calculus II	3
MATH 162	Calculus I	3
MATH 163	Calculus II	3
STAT 213	Statistical Methods	4
LABORATORY SCIENCE		
Choose one or more:		
BIOL 113	Introduction to Biology	4
BIOL 222	Microbiology	4
CHEM 113	General Chemistry	4
CHEM 115	Introduction to Chemistry I	4
CHEM 116	Introduction to Chemistry II	4
GEOL 141	Introduction to Environmental Science	4
GEOL 151	Physical Geology	4
GEOL 152	Historical Geology	4
PHYS 115	Introduction to Physics	4
PHYS 120	Introduction to Astronomy	4
PHYS 201	College Physics I	4
PHYS 202	College Physics II	4
SOCIAL/BEHAVIORAL SCIENCES		
Choose one or more:		
ANTH 101	Introduction to Archaeology	3
ANTH 201	Introduction to Cultural Anthropology	3
CRJU 102	Introduction to Criminal Justice	3
ECON 251	Macroeconomics	3
ECON 252	Microeconomics	3
PSCI 102	American Politics	3
PSCI 202	State and Local Government	3
PSY 101	Introductory Psychology	3
SOC 101	Introductory Sociology	3
SOC 212	Contemporary Social Issues	3
SOC 215	Marriage and the Family	3
HUMANITIES AND FINE ARTS		
Choose one or more:		
ART 101	Art Appreciation	3
ART 261	Art History	3
ENG 201	Types of Literature	3
ENG 211	Introduction to Literature	3
ENG 221	British Literature Survey I	3
ENG 270	Southwest Literature	3
ENG 271	Women in Literature	3
ENG 275	The Motion Picture	3
HIST 101	Survey of American History to 1877	3
HIST 102	Survey of American History Since 1877	3
HIST 121	Survey of Western Civilization I	3
HIST 122	Survey of Western Civilization II	3
MUS 101	Music Appreciation	3
PHIL 201	Introduction Philosophy	3
PHIL 202	Ethics	3
SPAN 101	Beginning Spanish I	3
SPAN 102	Beginning Spanish II	3
SPAN 201	Intermediate Spanish I	3
SPAN 202	Intermediate Spanish II	3
TOTAL CREDITS		**21-23**

PRE-NURSING CERTIFICATE

The pre-nursing certificate enables students to fulfill the transfer requirements to enter two or four-year nursing programs at other institutions. Students take non-nursing academic courses in science, mathematics, and the humanities for possible matriculation into a professional nursing program. The courses taken will allow the student to build a foundation for nursing courses to be completed after transfer to a professional nursing program.



CERTIFICATE

FALL		CREDITS
ACS 100	Student College Success	3
AHS 103	Medical Terminology	3
AHS 110	Fundamentals of Nutrition	3
BIOL 211	Human Anatomy and Physiology I	4
MATH 101	Basic Algebra	4
PSY 104	Human Growth and Development	3
	CREDITS	**20**

SPRING		CREDITS
BIOL 212	Anatomy and Physiology II	4
BIOL 222	Microbiology	4
COM 101	Interpersonal Communications -or-	
COM 102	Public Speaking	3
ENG 102	English Composition	3
PSY 101	Introductory to Psychology	3
	Elective applicable to future Nursing Program	3
	CREDITS	**20**
	TOTAL CREDITS	**40**

Note:

Mesalands Community College does not offer a nursing program, nor does completion of this certificate program guarantee acceptance into any nursing program or qualification for a specific medical occupation. This curriculum does contain some of the more common general education courses required in many nursing programs.

For specific information on requirements for a particular nursing program, students should consult the articulation guide for that program or contact that particular institution. Some substitutions may be authorized if applicable to the nursing program for which the student is seeking admission. Inquire at Office of Enrollment Management for details.

In addition to the above classes, some nursing programs require that the applicant complete a Nurse Aid or Nurse Assistant program prior to acceptance.

NATURAL SCIENCES

The Natural Sciences program at Mesalands Community College awards an Associate of Arts degree for students completing the degree plan requirements in either the Geology or Paleontology options.

GEOLOGY OPTION

The Earth has been important to the inhabitants of New Mexico from the beginning: early Native Americans collected chert to make arrowheads, the Spanish mined copper and gold, and Anglo settlers extracted silver and uranium.

The tradition continues. The field of geology continues to be an important component of the economy of New Mexico, from the oil companies of Roswell and Farmington to the copper mines of Silver City, the coal mines of Gallup, the potash mines of Carlsbad, to the hydrogeologists who try to find enough water for the major cities of the state. This program provides a primary education in the natural sciences. Students will be exposed to the fundamentals of geology, biology, and computer science. The geology program emphasizes practical knowledge through field trips and laboratory work. Courses take advantage of the rich natural resources of the mesa country of eastern New Mexico, a state-of-the-art, computer-interactive science laboratory, and the College's natural history museum, the Mesalands Dinosaur Museum.

FIRST YEAR

FALL		**CREDITS**
ENG 102	English Composition	3
GEOL 151	Physical Geology	4
	Humanities/Fine Arts Requirement	3
PHYS 115	Introduction to Physics	4
CREDITS		**14**

SPRING		**CREDITS**
ENG 104	English Composition and Research *Prerequisite: ENG 102*	3
GEOL 152	Historical Geology *Prerequisite: GEOL 151*	4
GEOL 190	Internship in Geoscience	2
GEOL	GEOL Elective	4
	Social/Behavioral Science Requirement	3
	CREDITS	**16**

SECOND YEAR

FALL		**CREDITS**
CHEM 115	Introduction to Chemistry I	4
COM 102	Public Speaking	3
GEOL 230	Environmental Geology Prerequisite: GEOL 151	4
GEOL 235	Research in Natural Sciences I	2
	Humanities/Fine Arts Requirement	3
	CREDITS	**16**

SPRING		**CREDITS**
GEOL 210	History of Life *Prerequisite: GEOL 151 or BIOL 113*	4
GEOL 236	Research in Natural Sciences II	2
MATH 110/ STAT 213	College Algebra or Statistical Methods	4
	Social/Behavioral Science Requirement	3
ENG 299	Capstone Portfolio Course	1
	CREDITS	**14**

TOTAL CREDITS 60

PALEONTOLOGY OPTION

Since Ice Age cave dwellers collected ancient sea shells and sharks' teeth, fossils have fascinated us all. The scientific study of fossils is about as old as this country. Fossils are now important sources of information in biology and geology.

New Mexico is blessed with a rich record of fossils. Many types and ages of fossils are present in this state, from dinosaur footprints to mammoth skeletons, and from mighty dinosaur skeletons to sea shells.

This program provides a primary education in the earth and biological sciences with an emphasis on paleontology. Students will be exposed to the fundamentals of geology, biology, and paleontology. The paleontology option emphasizes practical knowledge of fossils through field trips and laboratory work, including week-long summer classes where students can learn about excavating fossil vertebrates. Courses take advantage of the rich natural resources of the mesalands country of eastern New Mexico, a high technology science laboratory, and the College's paleontology museum, the Mesalands Dinosaur Museum.

The Paleontology option emphasizes fossils, particularly their collection, preparation, and study.

FIRST YEAR

FALL		CREDITS
BIOL 113	Introduction to Biology	4
ENG 102	English Composition	3
GEOL 151	Physical Geology	4
	Humanities/Fine Arts Requirement	3
	CREDITS	**14**

SPRING		CREDITS
ENG 104	English Composition and Research *Prerequisite: ENG 102*	3
GEOL 152	Historical Geology *Prerequisite: GEOL 151*	4
GEOL 190	Internship in Geoscience	2
	Geology or Biology Elective	4
	Social/Behavioral Science Requirement	3
	CREDITS	**16**

SECOND YEAR

FALL		CREDITS
ART 112/ ART 114	Drawing I or Sculpture I	3
CHEM 115	Introduction to Chemistry I	4
COM 102	Public Speaking	3
GEOL 205	Theory and Praxis of Museum Science	4
GEOL 235	Research in Natural Sciences I	2
	CREDITS	**16**

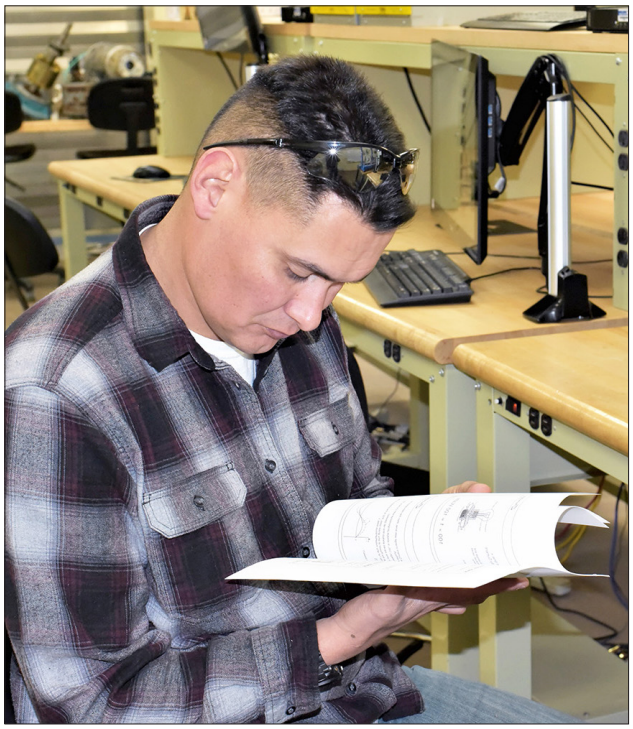
SPRING		CREDITS
GEOL 210	History of Life *Prerequisite: GEOL 151 or BIOL 113*	4
GEOL 236	Research in Natural Sciences II	2
MATH 110/ STAT 213	College Algebra or Statistical Methods	4
	Social/Behavioral Science Requirement	3
ENG 299	Capstone Portfolio Course	1
	CREDITS	**14**

TOTAL CREDITS 60

PHYSICAL SCIENCE

PRE-ENGINEERING OPTION

The physical sciences concentration (pre-engineering) program of the Associate of Arts (A.A) degree is designed for students who plan to pursue further study in physical sciences (Chemistry, Geology, or Physics) and/or Engineering. Graduates of the program will have well-developed critical thinking and problem-solving skills. The coursework in the pre-engineering degree program has a heavy emphasis on mathematics courses (through second semester Calculus) and physical science courses. These courses and laboratory time will prepare students to continue on to a bachelor's degree in physical science and/or an engineering field of their choice.



FIRST YEAR

FALL		CREDITS
CHEM 115	Introduction to Chemistry I	4
ENG 102	English Composition	3
MATH 110/	College Algebra or	4
STAT 213	Statistical Methods	
PHYS 115	Introduction to Physical Science	4
	CREDITS	**15**

SPRING		CREDITS
CHEM 116	Introduction to Chemistry II	4
ENG 104	English Composition and Research	3
	Prerequisite: ENG 102	
MATH 112	Trigonometry	3
	Humanities/Fine Arts Requirement	3
	Social/Behavioral Science Requirement	3
	CREDITS	**16**

SECOND YEAR

FALL		CREDITS
COM 102	Public Speaking	3
MATH 162	Calculus I	4
PHYS 201	College Physics I	4
	Social/Behavioral Science Requirement	3
	CREDITS	**14**

SPRING		CREDITS
CIS	Computer Science elective	3
	Humanities/Fine Arts Requirement	3
MATH 163	Calculus II	4
PHYS 202	College Physics II	4
ENG 299	Capstone Portfolio Course	1
	CREDITS	**15**

TOTAL CREDITS 60

PRE-MEDICAL ARTS

PRE-DENTISTRY OPTION

The goals of a dentist are to care for and preserve natural teeth and periodontium, provide prosthetics when necessary, and educate people about oral and hygiene to prevent tooth decay and periodontal disease. This degree program is designed to introduce students to the field of dentistry. The curriculum emphasizes fundamentals of science, math, social behavior and verbal and written communication skills.

FIRST YEAR

FALL		CREDITS
BIOL 113	Introduction to Biology	4
COM 102	Public Speaking	3
ENG 102	English Composition	3
HPE 127	Introduction to and Wellness	1
	Social/Behavioral Science Requirement	3
	CREDITS	**14**

SPRING		CREDITS
CHEM 115	Introduction to Chemistry I	4
	Humanities/Fine Arts Requirement	3
ENG 104	English Composition and Research	3
	Prerequisite: ENG 102	
MATH 110/	College Algebra or	4
STAT 213	Statistical Methods	
	CREDITS	**14**

SECOND YEAR

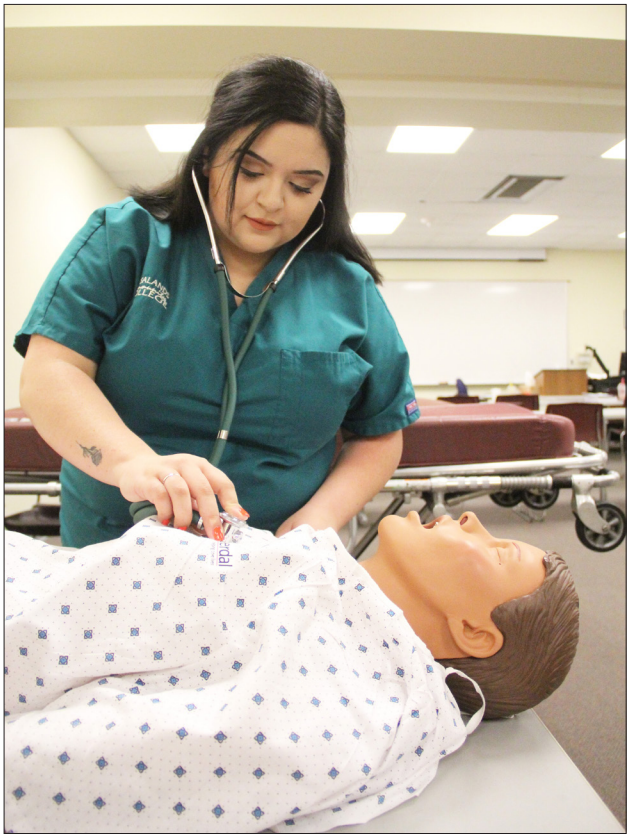
FALL		CREDITS
HPE	HPE Elective	1
HS 101	Introduction Sciences	3
MATH 112	Trigonometry	3
PHYS 115	Introduction to Physics	4
	Science Requirement	4
	CREDITS	**15**

SPRING		CREDITS
HS 212	Dental Career Exploration	3
	Humanities/Fine Arts Requirement	3
	Science Requirement	4
	Social/Behavioral Science Requirement	3
	Social/Behavioral Science -or-	3
	Humanities/Fine Arts Elective	
ENG 299	Capstone Portfolio Course	1
	CREDITS	**17**

TOTAL CREDITS 60

PRE-MEDICINE OPTION

This program consists of the first two years of course work that will enable students to transfer to a four-year institution for the completion of pre-medicine. The program is offered with concentrations in physics, chemistry, and biology.



FIRST YEAR

FALL		CREDITS
BIOL 113	Introduction to Biology	4
COM 102	Public Speaking	3
ENG 102	English Composition	3
HPE 127	Introduction to and Wellness	1
	Social/Behavioral Science Requirement	3
	CREDITS	**14**

SPRING		CREDITS
CHEM 115	Introduction to Chemistry I	4
	Humanities/Fine Arts Requirement	3
ENG 104	English Composition and Research	3
	Prerequisite: ENG 102	
MATH 110/	College Algebra or	4
STAT 213	Statistical Methods	
	CREDITS	**14**

SECOND YEAR

FALL		CREDITS
HS 101	Introduction to Sciences	3
MATH 112	Trigonometry	3
PHYS 115	Introduction to Physics	4
	Science Requirement	4
	CREDITS	**14**

SPRING		CREDITS
HPE	HPE Elective	1
HS 211	Medical Career Exploration	3
	Humanities/Fine Arts Requirement	3
	Science Requirement	4
	Social/Behavioral Science Requirement	3
	Social/Behavioral Science Requirement or Humanities/Fine Arts Elective	3
ENG 299	Capstone Portfolio Course	1
	CREDITS	**18**

TOTAL CREDITS 60

PRE-VETERINARY OPTION

The goals of veterinary medicine are to practice preventive medicine to keep animals in good , to diagnose and treat sick animals, and to counsel owners, community leaders and the public to maintain the public . The Pre-veterinary Medicine curriculum follows a curriculum similar to that for pre-medicine. Emphasis is on courses in animal science, comparative vertebrate anatomy, animal physiology, and biochemistry. Hands-on or practical experience in a veterinary clinic is often desirable.

FIRST YEAR

FALL		CREDITS
BIOL 113	Introduction to Biology	4
COM 102	Public Speaking	3
ENG 102	English Composition	3
HPE 127	Introduction to and Wellness	1
	Social/Behavioral Science Requirement	3
	CREDITS	**14**

SPRING		CREDITS
ANSC 150	Anatomy and Physiology of Domestic Animals	3
CHEM 115	Introduction to Chemistry I	4
	Humanities/Fine Arts Requirement	3
ENG 104	English Composition and Research *Prerequisite: ENG 102*	3
MATH 110/ STAT 213	College Algebra or Statistical Methods	4
	CREDITS	**17**

SECOND YEAR

FALL		CREDITS
HS 101	Introduction to Sciences	3
MATH 112	Trigonometry	3
PHYS 115	Introduction to Physics	4
	Science Requirement	4
	CREDITS	**14**

SPRING		CREDITS
HPE	HPE Elective	1
HS 213	Veterinary Career Exploration	3
	Humanities/Fine Arts Requirement	3
	Science Requirement	4
	Social/Behavioral Science Requirement	3
ENG 299	Capstone Portfolio Course	1
	CREDITS	**15**

TOTAL CREDITS 60

PLANS OF STUDY: ASSOCIATE OF APPLIED SCIENCE DEGREES AND CERTIFICATES

AGRI-BUSINESS

Agri-Business is a major part of the United States economy. The Agri-Business field involves those businesses and professions involved in producing, processing, marketing, and distributing goods and/or services related to agriculture. Businesses from farming and ranching to banking and marketing are part of Agri-Business.

The Agri-Business Associate of Applied Science degree combines business courses with animal science and general education courses. The Agri-Business degree at Mesalands is designed to prepare students for transfer to a four-year college or university. Students may also gain entry-level employment upon completion of the degree.

FIRST YEAR

FALL		CREDITS
ACCT 202	Principles of Accounting	3
ANSC 100	Introduction to Animal Science	3
CIS 101	Introduction to Computers	4
ENG 102	English Composition	3
FIN 101	Personal Finance	3
	CREDITS	**16**

SPRING		CREDITS
BUS 101	Introduction to Business	3
CIS 108/ CIS 201	Spreadsheet Applications or Word Processing Applications	4
COM 102	Public Speaking	3
	Science Requirement	4
	CREDITS	**14**

SECOND YEAR

FALL		CREDITS
ABM 264/ ECON 252	Agriculture Economics or Microeconomics	3
BLAW 202	Introduction to Business Law	3
MATH 101	Basic Algebra or Higher	4
MGT 212	Principles of Management	3
RGSC 100	Introduction to Plant Science	3
	CREDITS	**16**

SPRING		CREDITS
ABM 265 MKT 216	Agriculture Marketing or Principles of Marketing	3
ANSC	Animal Science Elective	3
BUS 221	Business Communications	3
HPE 127	Introduction to and Wellness	1
	Social/Behavioral Science or Humanities/Fine Arts Requirement	3
ENG 299	Capstone Portfolio Course	1
	CREDITS	**14**
	TOTAL CREDITS	**60**

ALLIED HEALTH SCIENCES

The Allied Health program at Mesalands Community will prepare students for a career in healthcare. The Applied Health Program offers an Associate of Applied Science (AAS) degree in Allied Health , as well as certificates in Nursing Assistant and Phlebotomy.

FIRST YEAR

FALL		CREDITS
AHS 101	Introduction to Allied Health Sciences	3
AHS 103	Medical Terminology	3
AHS 125	Nurses Aide	5
AHS 218	BLS for Healthcare Providers	1
CIS 101	Introduction to Computers	4
	CREDITS	**16**

SPRING		CREDITS
AHS 110	Fundamentals of Nutrition	3
COM 101	Interpersonal Communications	3
COM 102	Public Speaking	3
ENG 102	English Composition	3
MATH 108	A Survey of Mathematics	4
PSY 101	Introduction to Psychology	3
	CREDITS	**16**

SECOND YEAR

FALL		CREDITS
BIOL 211	Human Anatomy and Physiology I	4
CHEM 115	Introduction to Chemistry I	4
PSY 104	Growth and Development	3
	Social/Behavioral Science or Human/Fine Arts Requirement	3
	CREDITS	**14**

SPRING		CREDITS
AHS	Elective	3
BIOL 212	Human Anatomy and Physiology II	4
BIOL 222	Microbiology	4
HPE 127	Introduction to Health and Wellness	1
HPE	HPE Elective	1
ENG 299	Capstone Portfolio Course	1
	CREDITS	**14**

TOTAL CREDITS 60

NURSE'S AIDE CERTIFICATE

This program prepares students to enter the nursing profession as an entry-level nursing assistant. Upon successful completion of this certificate, the student will meet all federal certification standards for a nursing assistant and be prepared to sit for the New Mexico Nurse's Aide Registry exam.

Prospective students who have been convicted of a felony are advised to contact the appropriate state board of nursing prior to admission to determine their eligibility for licensure. Fingerprinting for background checks, drug testing, and proof of recommended vaccinations are required for the Nurse Aide class. All students must meet the state requirements for each assigned clinical site to qualify for placement.

FIRST YEAR

FALL		**CREDITS**
AHS 218	BLS for Healthcare Providers	1
AHS 125	Nurse Aide	5
	Total Credits	**6**

*Note:
The following course is a pre-requisite and/or corequisite:

AHS 101 Introduction to Allied Health Sciences (3 credits)
AHS 103 Medical Terminology (3 credits)

PHLEBOTOMY CERTIFICATE

This program is designed to provide students with the necessary skills for gainful employment as a phlebotomist. Working under the supervision of a clinical laboratory supervisor, the phlebotomist is responsible for the proper collection, processing and testing of blood specimens and various other medical samples in accordance with OSHA safety regulations and standards. Upon successful completion of this program, the student will be eligible for the application to the national licensing examination through the American Society for Clinical Pathology (ASCP).

FIRST YEAR

FALL		**CREDITS**
AHS 218	BLS for Healthcare Providers	1
PHLB 113	Introduction to Phlebotomy*	3
PHLB 115L	Clinical Phlebotomy I	3
PHLB 116L	Clinical Phlebotomy II	3
PHLB 117L	Special Practices in Phlebotomy	3
	TOTAL CREDITS	**13**

*Note:
The following courses are pre-requisites: and/or corequisites:

AHS 101 Introduction to Allied Health Sciences (3 credits)
AHS 103 Medical Terminology (3 credits)

ANIMAL SCIENCE

A variety of careers are available in the field of Animal Science. From feed sales and nutritionist to buyer, handler and manager, the field of Animal Science offers a variety of career options.

The Animal Science program at Mesalands Community College focuses on the management, biology and of production livestock animals. The combination of courses in this degree provides a comprehensive educational experience that covers the anatomy and physiology, nutrition, food production and management of all major livestock species that benefit mankind. Students will gain classroom instruction as well as hands-on experience from local ranchers, farmers and other livestock producers.

An associate degree in Animal Science at Mesalands Community College can be transferred to a four-year institution, or it can also be used to gain internships and careers in many fields. Students may also choose to take the knowledge and experience gained back to family ranching or farming operation.

FIRST YEAR

FALL		CREDITS
ANSC 100	Introduction to Animal Science	3
ENG 102	English Composition	3
FAS 121	Horseshoeing Lab	3
RGSC 294	Range Management	3
	CREDITS	**12**

SPRING		CREDITS
ABM 265	Agriculture Marketing	3
ANSC 150	Anatomy and Physiology of Domestic Animals	3
ANSC 275	Principles of Nutrition	3
CIS 101	Introduction to Computers	4
MATH 101	Basic Algebra or higher	4
TSC 100	Welding I	1
	CREDITS	**18**

SECOND YEAR

FALL		CREDITS
ART	Silversmithing Elective	4
ANSC 230	Animal and Diseases	3
ANSC 245	Animal Breeding	3
	Social/Behavioral Science -or- Humanities/Fine Arts Requirement	3
	Science Requirement	4
	CREDITS	**17**

SPRING		CREDITS
ANSC 190	Internship in Animal Science	3
ANSC 270	Meat and Carcass Evaluation	4
COM 102	Public Speaking	3
	Elective (ABM, ART, or FAS)	3
ENG 299	Capstone Portfolio Course	1
	CREDITS	**14**

TOTAL CREDITS 61

ARTISTIC SILVERSMITHING

The Artistic Silversmithing Certificate program is designed to enable students in the acquisition of skills necessary for self-employment or employment with a major manufacturer in the field of traditional western culture arts. Western culture arts include custom designing, fabricating, and the engraving of bits, spurs, various buckles, bracelets and pendants worn and used in traditional western culture.

APPLIED SCIENCE CERTIFICATE

FALL		CREDITS
ART 141	Beginning Spur Making	4
ART 101	Art Appreciation	3
ART 142	Engraving I	4
ART 143	Bit Making	4
ART 207	Jewelry Making	3
TSC 100	Welding I	1
	CREDITS	**19**

SPRING		CREDITS
	General Education Requirement	4
ART 145	Signal Bit Design and Fabricastion	4
ART 242	Engraving II	4
ART 264	Advanced Engraving Techniques	3
ART 290	Silversmithing Studio	3
ART 299	Capstone Engraving Project	4
	CREDITS	**19**

TOTAL CREDITS 38

OCCUPATIONAL CERTIFICATE

		CREDITS
ART 141	Beginning Spur Making	4
ART 142	Engraving I	4
ART 143	Bit Making	4
ART 207	Jewelry Making	3
TSC 100	Welding I	1

TOTAL CREDITS 16

BUILDING TRADES

The Building Trades program provides a broad education towards entry-level employment opportunities in the construction field. First year courses concentrate on basic techniques including carpentry, construction safety, blueprint reading, and job site etiquette. Second year courses build on this foundation, including interior and exterior finishing, Computer Aided Design (CAD) and project management.

The National Center for Construction Education and Research (NCCER) issues nationally recognized certificates of achievement to all students completing the competency-based training and performance testing.

FIRST YEAR

FALL		CREDITS
BT 105	Introduction to Building Trades and Safety	3
BT 111	Construction Technology I	3
COM 102	Public Speaking	3
MATH 108	A Survey of Mathematics	4
	CREDITS	**13**

SPRING		CREDITS
BT 112	Construction Technology II	3
BT 116	Blueprint Interpretation	3
BT 201	Exterior Finishing	4
ENG 102	English Composition	3
	Social/Behavioral Science Requirement	3
	C**REDITS**	**16**

SECOND YEAR

FALL		CREDITS
ACCT 202	Principles of Accounting	3
BT 121	Construction Technology III	3
BT 122	Interior Finishing	3
BT 250	Computer Aided Design	4
CIS 101	Introduction to Computers	4
	CREDITS	**17**

SPRING		CREDITS
BT 190	Internship in Building Trades	2
BT 202	Construction Technology IV	4
BT 260	Project Management	4
	Science Requirement	4
ENG 299	Capstone Portfolio Course	1
	CREDITS	**15**

TOTAL CREDITS **61**

*Note:
Currently not available on campus.

BUSINESS

The Business Department at Mesalands Community College offers students a wide range of programs toward an Associate degree. Associate of Applied Science degrees are awarded to students who complete the degree plan requirements in the Business Administration and Business Office Technology programs.

BUSINESS ADMINISTRATION

GENERAL OPTION

The Business Administration program provides the means for students to acquire skills in accounting, business communications, business law, computers, economics, and management. These skills will enable students to enter the business world. This program is designed to provide the first two years of business courses for those students who plan to pursue a four-year degree. Graduates of the Business Administration program are exposed to a variety of disciplines and are given the opportunity to improve and enhance their interpersonal, critical thinking, and problem-solving skills.

FIRST YEAR

FALL		**CREDITS**
ACCT 202	Principles of Accounting I	3
BUS 101	Introduction to Business	3
BUS 103	Business Mathematics	3
CIS 101	Introduction to Computers	4
ENG 102	English Composition	3
	CREDITS	**16**

SPRING		**CREDITS**
ACCT 210	Principles of Accounting II *Prerequisite: ACCT 202*	3
BUS 221	Business Communications	3
MATH 108	A Survey of Mathematics	4
	Science Requirement	4
	Social/Behavioral Science or	3
	Humanities/Fine Arts Requirement	3
	CREDITS	**17**

SECOND YEAR

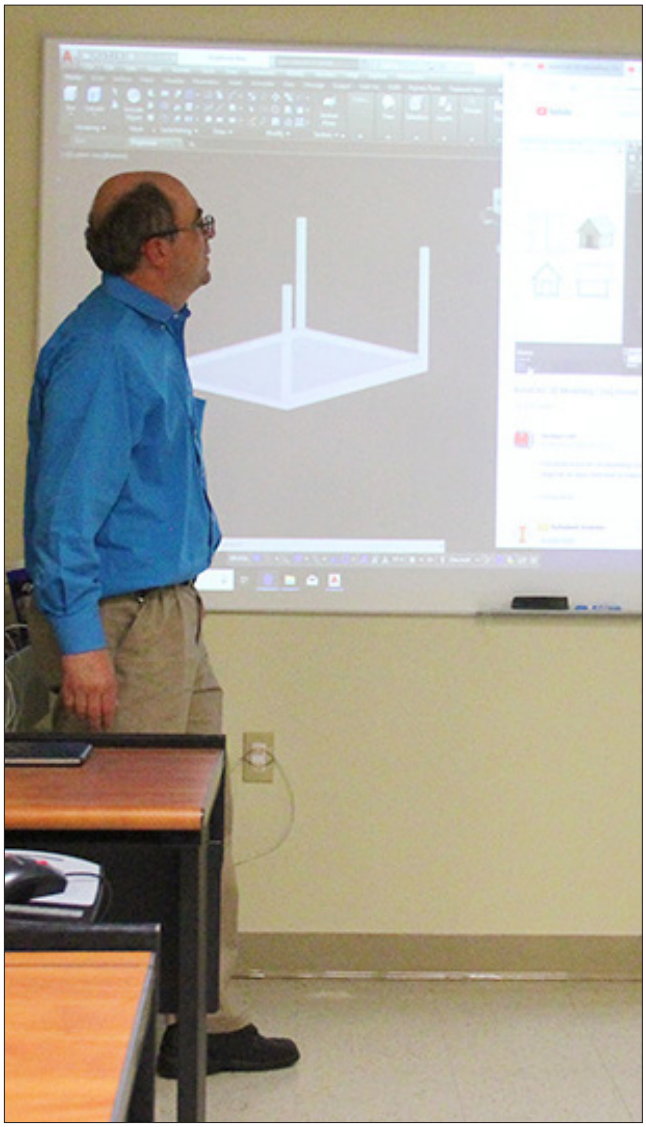
FALL		**CREDITS**
BUS	Business Elective	3
BUS	Business Elective	3
COM 102	Public Speaking	3
ECON 251/	Macroeconomics -or-	3
ECON 252	Microeconomics	
MGT 212	Principles of Management	3
	CREDITS	**15**

SPRING		**CREDITS**
BLAW 202	Introduction to Business Law	3
BUS	Business Elective	3
BUS	Business Elective	3
MGT 253	Business Policy	3
ENG 299	Capstone Portfolio Course	1
	CREDITS	**13**
	TOTAL CREDITS	**61**

*Note:
MATH 101 may not meet degree requirements at some colleges.

BUSINESS OFFICE TECHNOLOGY

Advances in technology have increased the need for highly-skilled office employees who have the necessary training and confidence required to work with computer hardware, software, and office equipment. The Business Office Technology program has two options: General Office and Software Applications Specialist.



GENERAL OFFICE OPTION

FIRST YEAR

FALL		CREDITS
ACCT 202	Principles of Accounting I	3
BUS 101	Introduction to Business	3
BUS 103	Business Mathematics	3
CIS 101	Introduction to Computers	4
ENG 102	English Composition	3
	CREDITS	**16**

SPRING		CREDITS
BUS 110	Records Management	3
BUS 221	Business Communications	3
CIS 161	Intermediate Computing	4
MATH 108	A Survey of Mathematics	4
	CREDITS	**14**

SECOND YEAR

FALL		CREDITS
BUS 203	Office Systems	3
CIS 201	Word Processing Applications	4
CIS 211	Advanced Computing	4
COM 102	Public Speaking	3
HPE	HPE Elective	1
	CREDITS	**15**

SPRING		CREDITS
BUS	BUS Elective	3
CIS 202	Advanced Word Processing	4
	Science Requirement	4
	Social/Behavioral Science or Human/Fine Arts Requirement	3
ENG 299	Capstone Portfolio Course	1
	CREDITS	**15**

TOTAL CREDITS **60**

COWBOY ARTS/WESTERN SILVERSMITHING AND FABRICATION

The Artistic Silversmithing Certificate program is designed to enable students in the acquisition of skills necessary for self-employment or employment with a major manufacturer in the field of traditional western culture arts. Western culture arts include custom designing, fabricating, and the engraving of bits, spurs, various buckles, bracelets and pendants worn and used in traditional western culture.

FIRST YEAR

FALL		CREDITS
CIS 101	Introduction to Computers	4
ART 141	Beginning Spur Making	4
ART 142	Engraving I	4
ENG 102	English Composition	3
TSC 100	Welding I	1
	CREDITS	**16**

SPRING		CREDITS
ART 143	Bit Making	4
ART 242	Engraving II	4
MATH 101	Basic Algebra or Higher	4
	Social/Behavioral Science or Hum/Fine Arts Requirement	3
	CREDITS	**15**

SECOND YEAR

FALL		CREDITS
ART 144	Silversmithing	4
ART 243	Engraving III	4
COM 102	Public Speaking	3
	Science Requirement	4
	CREDITS	**15**

SPRING		CREDITS
ART 145	Signal Bit Design and Fabrication	4
ART 246	Advasnced Project Design	2
ART 298	Capstone Portfolio Project	3
ART 299	Capstone Engraving Project	4
ENG 299	Capstone Portfolio Course	1
	CREDITS	**14**

TOTAL CREDITS 60

FARRIER SCIENCE

The Farrier Science program at Mesalands Community College offers an Associate of Applied Science degree as well as an Occupational Certificate.

Farrier Science is primarily a self-employed field; therefore, farriers must be knowledgeable and skilled in all facets of the business. The Farrier Science degree program offers hands-on practical experience in horsemanship, trimming and shoeing, and forging and welding. Instruction in anatomy and physiology, business management, and other aspects of horseshoeing are provided in the classroom.

The degree program also offers an in-depth study of therapeutic and pathological shoeing, including the physiology, forging and application of shoes.

FIRST YEAR

FALL		CREDITS
ANSC 151	Equine Anatomy	3
CIS 101	Introduction to Computers	4
ENG 102	English Composition	3
FAS 111	Horseshoeing Theory I	3
FAS 121	Horseshoeing Laboratory I	3
FAS 131	Blacksmithing I	3
	CREDITS	**19**

SPRING		CREDITS
FAS 112	Horseshoeing Theory II	3
	Prerequisite FAS 111	
FAS 122	Horseshoeing Laboratory II	3
	Prerequisite FAS 121	
FAS 132	Blacksmithing II	3
	Prerequisite FAS 131	
MATH 108	A Survey of Mathematics	4
	Social Behavioral Science or	3
	Humanities/Fine Arts Requirement	
	CREDITS	**16**

SECOND YEAR

FALL		CREDITS
COM 102	Public Speaking	3
FAS 223	Farrier Science Therapeutics	3
	Prerequisite FAS 121	
FAS 253	Lameness Physiology	3
	Prerequisite: ANSC 151	
	Science Requirement	4
	CREDITS	**13**

SPRING		CREDITS
ANSC 275	Principles of Nutrition	3
FAS 224	Farrier Science Specialty	4
	Prerequisite: FAS 122	
FAS 233	Farrier Craftsmanship Therapeutics	3
	Prerequisite FAS 131	
FAS 289	Independent Study in Farrier Science	2
ENG 299	Capstone Portfolio Course	1
	CREDITS	**13**

TOTAL CREDITS 61

FARRIER SCIENCE CERTIFICATE

The Farrier Science Certificate is designed to give students hands-on experience in horseshoeing and blacksmithing as well as familiarize students with the principles and theories of trimming and balancing horses according to their conformation and use. The certificate program is comparable to those offered in private horseshoeing schools. Students spend class time trimming and shoeing horses, forging tools and specialty (corrective) horseshoes and studying horseshoeing. Students also receive instruction in anatomy and physiology, entrepreneurial business and welding. Students who wish to gain advanced knowledge in Farrier Science should consider the College's degree program.

FIRST YEAR

FALL		**CREDITS**
ABM 162	Entrepreneurial Business	3
ANSC 151	Equine Anatomy	3
FAS 111	Horseshoeing Theory I	3
FAS 121	Horseshoeing Laboratory I	3
FAS 131	Blacksmithing I	3
FAS 171	Speciality Horeshoeing I or	3
FAS 190	Internship in Farrier Science	
TSC 100	Welding I	1
	CREDITS	**19**

GENERAL STUDIES

OCCUPATIONAL OPTION

For those with a substantial focused occupational history, the experiential learning program allows two options for students to apply work experience and training toward an Associate of Applied Science degree.

A). It is a way for students to earn course credits at Mesalands for completed on-the-job training and courses where certificates are given.

B). Experiential learning allows qualified students to improve upon a previously earned certificate and obtain an Applied Science degree. Obvious programs that may qualify for experiential learning credits are in certificate programs like Diesel Technology, Farrier Science and other similar areas of study.

Students must complete a questionnaire and a brief interview with an advisor before enrolling in this degree plan or ENG 210, the Experiential Portfolio course. Students who have had applicable training, previous vocational, or military experience may petition for college credit by submitting an Experiential Learning Portfolio. Students who Up to 18 college credits may be awarded toward the Associate of Applied Science Degree in General Studies. Credit is awarded only if appropriate experiential learning has occurred and is documented in the Experiential Learning Portfolio Handbook

FIRST YEAR

FALL		CREDITS
ENG 102	English Composition	3
ENG 210	Experiential Learning Portfolio	1
	Social/Behavioral Science or Humanities/Fine Arts Requirement	3
	Field of Study Requirement	3
	Credit for Experiential Learning*	3
	CREDITS	**13**

SPRING		CREDITS
ENG 104	English Composition and Research *Prerequisite: ENG 102*	3
MATH 108	A Survey of Mathematics	4
	Science Requirement	4
	Credit for Experiential Learning*	3
	Field of Study Requirement	3
	CREDITS	**17**

SECOND YEAR

FALL		CREDITS
CIS 101	Introduction to Computers	4
HPE 127	Introduction to Health and Wellness	1
COM 102	Public Speaking	3
	Social/Behavioral Science or Humanities/Fine Arts Requirement	3
	Credit for Experiential Learning*	3
	CREDITS	**14**

SPRING		CREDITS
	Credit for Experiential Learning*	3
	Credit for Experiential Learning*	3
	Credit for Experiential Learning*	3
	Field of Study Requirement (200 Level)	3
	Field of Study Requirement (200 Level)	3
ENG 299	Capstone Portfolio Course	1
	CREDITS	**16**

	TOTAL CREDITS	**61**

*Note:
Credit for Experiential Learning or Additional Courses from Field of Study.

PUBLIC ADMINISTRATION

LAW ENFORCEMENT OPTION

(New Mexico Corrections Department Training Academy)

The Law Enforcement Option offers an Associate of Applied Science degree. The field of study offers the student an inside look at the functions of law enforcement, how evidence is gathered and analyzed, and how suspects are identified, apprehended, and prosecuted. Careers in the various professions associated with Law Enforcement offer unique and exciting challenges.

Police Academy Transfer Credits: Up to 30 credits

Upon documentation of completion of the New Mexico Police Academy, students pursuing the AAS Degree in Public Administration (Law Enforcement) may receive 30 credits toward the completion of this degree. This transfer credit will only be awarded and applied to the student's transcript when all other course requirements for the degree have been met.

FIRST YEAR

FALL		**CREDITS**
CIS 101	Introduction to Computers	4
ENG 102	English Composition	3
PSCI 102/ PSCI 202	American Politics or State and Local Government	3
SPAN 101	Beginning Spanish I	3
	CREDITS	**13**

SPRING		**CREDITS**
CRJU 202	Criminal Law	3
MATH 108	A Survey of Mathematics	4
	Science Requirement	4
	Social/Behavioral Science or Humanities/Fine Arts Requirement	3
	CREDITS	**14**

SUMMER		**CREDITS**
COM 102	Public Speaking	3
ENG 299	Capstone Portfolio Course	1
	CREDITS	**4**

	POLICE ACADEMY TRANSFER CREDITS	**30**
	TOTAL CREDITS	**61**

TECHNICAL AND PROFESSIONAL WRITING

The Technical and Professional Writing Occupational Certificate program provides students with a selection of courses designed to enhance professional opportunities in a variety of communication fields. The program is intended to develop written, verbal, and digital communication skills to advance students in their fields of study. Taken alone, the Certificate serves as a basis for entry-level positions in administrative or communication industries. Students will participate in a capstone project to create a deliverable product which illustrates their technical and professional communication skills.

OCCUPATIONAL CERTIFICATE

CREDITS

ENG 102	English Composition	3
ENG 104	English Composition and Research *Prerequisite: ENG 102*	3
ENG 207	Portfolio Design	3
ENG 233	Professional and Technical Writing	3
ENG 268	Workshop in English: Grants	3
ENG 293	Special Topics in English: Capstone	3
	Elective	3
	TOTAL CREDITS	**21**

WIND ENERGY TECHNOLOGY

The Wind Energy Technology program at Mesalands Community College offers training to meet the growing demand for qualified wind energy technicians to provide maintenance on wind turbines. The Associate of Applied Science Degree in Wind Energy Technology at Mesalands Community College provides instruction in wind turbine technology, turbine placement and construction, turbine operations and maintenance, monitoring and communications technology, tower safety mechanical systems, electrical theory, power generation and distribution, hydraulics, and digital electronics. Students in these programs will be prepared for rewarding and profitable careers in this growing field.

FIRST YEAR

FALL		**CREDITS**
AHS 118	Adult CPR/First Aid	.5
HPE 128	Individual and Conditioning	3
WET 101	Introduction to Wind Energy	3
WET 106	Electrical Theory for Renewable Energy	4
WET 115	Field Safety and Experience	3
WET 120	OSHA 10	1
WET 140	Wind Turbine Climbing and Safety I	1
	CREDITS	**15.5**

SPRING		**CREDITS**
CIS 101	Introduction to Computers	4
GEOL 141	Introduction to Environmental Science	4
WET 121	Wind Turbine Mechanical Systems *Prerequisite: WET 101, WET 106 WET 115, WET 140*	3
WET 141	Wind Turbine Climbing and Safety II	1
WET 204	Introduction to Hydraulics *Prerequisite: WET 115*	3
	CREDITS	**15**

SECOND YEAR

FALL		**CREDITS**
ENG 102	English Composition	3
MATH 108	A Survey of Mathematics	4
WET 116	Introduction to Motors and Generators *Prerequisite: WET 101, WET 106, and WET 115*	3
WET 219	Wind Turbine Operation, Maintenance and Repair *Prerequisites: WET 106, WET 121, and WET 204*	4
WET 240	Wind Turbine Climbing and Safety III	1
	CREDITS	**15**

SPRING		**CREDITS**
COM 102	Public Speaking	3
ENG 233	Professional and Technical Writing	3
ENG 299	Capstone Portfolio Course	1
WET 217	Wind Turbine Siting, Erection, Generation, and Distribution *Prerequisite: WET 116*	3
WET 218	Wind Turbine Electronics *Prerequisite: WET 106, WET 116, and WET 219*	4
WET 241	Wind Turbine Climbing and Safety IV	1
	CREDITS	**15**

TOTAL CREDITS **60.5**

WIND ENERGY TECHNOLOGY CERTIFICATE

The Wind Energy Technology Certificate program is designed to give students a selection of courses to enhance professional opportunities in the growing field of wind energy. The Wind Energy Technology Certificate provides instruction in turbine maintenance, electrical theory, monitoring and communications technology, safety, motors, generators, and mechanical systems. Students who complete these courses will be prepared to ease the shortage of trained wind energy technicians.

APPLIED SCIENCE CERTIFICATE

FALL		CREDITS
AHS 118	Adult CPR/First Aid	.5
WET 101	Introduction to Wind Energy	3
WET 106	Electrical Theory for Renewable Energy	4
WET 115	Field Safety and Experience	3
WET 120	OSHA 10	1
WET 140	Wind Turbine Climbing and Safety I	1
	CREDITS	**12.5**

SPRING		CREDITS
CIS 101	Introduction to Computers	4
ENG 102	English Composition	3
GEOL 141	Introduction to Environmental Science	4
WET 121	Wind Turbine Mechanical Systems *Prerequisite: WET 101, WET 106, and WET 115, WET 140*	3
WET 141	Wind Turbine Climbing and Safety II *Prerequisite: WET 140*	1
WET 204	Introduction to Hydraulics *Prerequisite: WET 115*	3
	CREDITS	**18**
	TOTAL CREDITS	**30.5**

OCCUPATIONAL CERTIFICATE

CREDITS		
WET 101	Introduction to Wind Energy	3
WET 106	Electrical Theory for Renewable Energy	4
WET 115	Field Safety and Experience	3
WET 121	Wind Turbine Mechanical Systems	3
WET 204	Introduction to Hydraulics	3
WET 140	Wind Turbine Climbing and Safety	1
	TOTAL CREDITS	**17**

REFERENCE LIST FOR REQUIRED AND ELECTIVE COURSES

LABORATORY SCIENCE

Courses available to fulfill REQUIREMENTS

BIOL 113	BIOL 222	CHEM 113	CHEM 115
CHEM 116	GEOL 141	GEOL 151	GEOL 152
PHYS 115	PHYS 120	PHYS 201	PHYS 202

Courses available to fulfill ELECTIVES (includes courses li sted above)

BIOL 211	BIOL 212	BIOL 250	GEOL 111
GEOL 120	GEOL 122	GEOL 125	GEOL 175
GEOL 190	GEOL 205	GEOL 210	GEOL 220
GEOL 230	GEOL 235	GEOL 236	GEOL 270
GEOL 280	GEOL 285	GEOL 289	GEOL 290
GEOL 291	GEOL 293	MET 115	

SOCIAL/BEHAVIORAL SCIENCES

Courses available to fulfill REQUIREMENTS

ANTH 101	ANTH 201	CRJU 102	ECON 251
ECON 252	PSCI 102	PSCI 202	PSY 101
SOC 101	SOC 212	SOC 215	

Courses available to fulfill ELECTIVES (includes courses listed above)

CRJU 141	CRJU 202	ECE 101	ECE 104
ECE 106	ECE 108	ECE 210	ECON 100
ECON 261	FIN 101	FIN 114	GEOG 101
GEOG 110	GEOG 293	MGT 113	MGT 115
MGT 201	MGT 213	MGT 253	PSY 102
PSY 104	PSY 134	PSY 200	PSY 202
SOC 103	SOC 105	SOC 217	SOC 218
SOC 223	SW 218	SW 290	

HUMANITIES/FINE ARTS

Courses available to fulfill REQUIREMENTS

ART 101	ART 261	COM 101	COM 102
ENG 201	ENG 211	ENG 221	ENG 270
ENG 271	ENG 275	HIST 101	HIST 102
HIST 121	HIST 122	MUS 101	PHIL 201
PHIL 202	SPAN 101	SPAN 102	SPAN 201
SPAN 202	THTR 101		

Courses available to fulfill ELECTIVES (includes courses listed above)

ART 103	ART 104	ART 105	ART 108
ART 110	ART 112	ART 113	ART 114
ART 202	ART 203	ART 204	ART 205
ART 215	ART 222	ART 225	ART 230
ART 293	COM 134	ENG 235	ENG 268
ENG 289	ENG 290	ENG 291	ENG 293
FR 101	FR 102	HIST 203	HIST 160
REL 101	REL 103	REL 211	REL 231
SPAN 100	SPAN 293	THTR 121	

ADDITIONAL ELECTIVES

"Electives" also include courses listed in core requirements and all of the above.

ACS 100	ACS 200	ACCT 110	ACCT 111
ACCT 210	ACCT 211	ACCT 213	ACCT 221
ACCT 222	AHS 110	BLAW 202	BUS 101
BUS 103	BUS 110	BUS 113	BUS 190
BUS 203	BUS 221	BUS 225	BUS 289
BUS 290	BUS 293	CIS 101	CIS 103
CIS 104	CIS 106	CIS 107	CIS 108
CIS 116	CIS 120	CIS 150	CIS 155
CIS 161	CIS 201	CIS 202	CIS 203
CIS 210	CIS 211	CIS 221	CIS 222
CIS 224	CIS 245	CIS 295	CS 150
CS 160	CS 205	CS 210	CS 215
CS 216	CS 220	CS 225	CS 230
CS 235	CS 240	CS 245	CS 246
CS 247	CS 256	CS 257	CS 295
EDU 110	EDU 202	EDU 203	EDU 204
EDU 205	EDU 206	EDU 207	EDU 222
ENG 233	HS 101	HS 211	HS 212
HS 213	LBS 200	LBS 250	MKT 115
MKT 120	MKT 215	STAT 213	

*Note: This list is not inclusive of all "additional electives."

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Course Descriptions

New Mexico Common Course Number and Transfer Module Area is listed parenthetically following course description (if applicable). See Transfer Among New Mexico Higher Education Institutions on page 4 - 5 of this catalog.

Academic Career Studies

ACS 100 Student College Success (3)
This course is designed to enhance student success in college. Topics include career and life planning, decision making, time management, test-taking, communication skills, study techniques, question-asking skills, money management, and personal issues that face many college students.

ACS 200 Planning for Career Success (3)
Planning for Career Success will familiarize students with concepts, ideas and activities designed to develop individual motivation and self-esteem to achieve future career success and satisfaction. The student will be introduced to methods of self-assessment, interest assessment, career exploration, job skills, life skills, and work/career readiness. The students will be engaged in dynamic and interesting activities.

Accounting

ACCT 110 Office Accounting (3)
An investigation of the basic principles of accounting as they pertain to petty cash, payroll, a service enterprise, bank reconciliation, and preparation of financial statements. This course will provide students with a basic understanding of accounting procedures for administrative support staff.

ACCT 202 Principles of Accounting I (3)
This course introduces basic accounting principles as applied to proprietorships and partnerships. The concepts and methods underlying the development and preparation of the income statement and balance sheet will be emphasized. Topics covered are income measurement; accounting for current assets, current liabilities, and property, plant, and equipment; and information-processing systems

ACCT 210 Principles of Accounting II (3)
A continuation of the study of accounting as an information system with an emphasis on corporate financial accounting and managerial uses of accounting data. This course will include accounting for corporate equity, long-term liabilities, and long-term investments; preparation and analysis of financial statements; managerial and cost accounting; and budgeting and cost analysis. Prerequisite: ACCT 202.

ACCT 211 Personal Income Tax (3)
This course familiarizes the student with the Internal Revenue codes as they pertain to the individual. Topics include individual tax computation, income, deductions, capital gains and losses, credits and alternative tax methods. The course includes preparation of tax returns and accounting procedures for individuals. Prerequisite: ACCT 111.

ACCT 213 Managerial Accounting (3)
Managerial Accounting is designed to give students knowledge and appreciation of the ways accounting can help managers in decision making. Topics to be covered include cost accounting, systems design, segment reporting, budgeting, standard costs and variance analysis, and decision making skills. Prerequisite: ACCT 222.

ACCT 222 Intermediate Accounting I (3)
This course presents techniques of analysis as they pertain to the fundamentals of accounting theory, as well as an overview of financial accounting fundamentals and a more in-depth analysis of balance sheet accounts. Appropriate theories and practice for the determination of asset values, liabilities and related problems of income determination are covered. Prerequisite: ACCT 210.

Agri-Business

ABM 162 Entrepreneurial Business (3)
This course is designed to introduce business management principles used in a proprietorship. Setting up a business, record keeping, customer relations, and marketing strategies are among the topics covered in this course. Students planning to start their own business should benefit from this course.

ABM 190 Internship in Agri-Business (3)
This course is designed to provide the student with the opportunity to gain on the job experience. Students gain this experience by working under the direct supervision of an agri-business expert. Exposure to technical skills, business management, and customer relations are the content of this course. The internship can be done fall or spring semester or during the summer session.

ABM 264 Agriculture Economics (3)
This course provides students with an introduction to the basic concepts and issues in economics. Topics will include the microeconomic forces influencing the decisions of producers and consumers in the market place. Additionally, this course introduces factors affecting industry and firms' demand, supply, cost, and pricing and output policies.

ABM 265 Agriculture Marketing (3)
This course explores the principles of marketing agriculture products and commodities. Instruction in the techniques of marketing services provided to agriculture related fields is also provided in this course. Development, analysis and decision making associated with marketing of agricultural products and services are studied.

ABM 266 Agriculture Finance (3)
Characteristics of agriculture in relation to financial costs, risks and returns are reviewed; Practices and procedures of agricultural credit institutions are also considered. The principles of financial management in agriculture are also covered.

ABM 290 Internship in Applied Agri-Business (3)
This course is designed to provide on the job work experience. Students gain hands-on work experience by working with an expert in agri-business. Knowledge of technical skills, business management, and customer relations are realized in this course. The Internship can be done in the fall or spring semester or during the summer session.

Allied Health Sciences

AHS 101 Introduction to Allied Health Sciences (3)
This course introduces students to various health professions and the common knowledge, skills, and professional dispositions necessary for success in the health care field. Students will explore basic concepts in anatomy and physiology, medical terminology, human growth and development, cultural diversity, legal and ethical issues, components of the health care delivery system, roles and responsibilities of health care professionals and educational requirements as they relate to the health care field.

AHS 103 Medical Terminology (3)
This course involves an integrated anatomy and physiology system approach for teaching medical terminology to the health care student. This assists students to learn terminology and to incorporate this knowledge through an understanding of anatomy and physiology. In this way beginning students discover the purpose and use of medical terms they are learning and using. This course assists students who are learning medical terminology for the first time as well as providing a broader knowledge of terminology as related to anatomy and physiology.

AHS 110 Fundamentals of Nutrition (3)
Included in this course are the six essential nutrients and their functions; meal planning using ChooseMyPlate.gov as well as the U.S. Government's Dietary Guidelines; food customs and their origins; and nutritional needs during pregnancy and lactation, childhood and adolescence, as well as young, middle, and late adulthood. Specific nutritional concerns relating to each age group are discussed.

AHS 118 Standard First Aid and Adult CPR/AED (0.5)
Prepare your staff with the knowledge and skills necessary to prevent, recognize, and provide basic care for injuries and sudden illnesses until advanced medical personnel arrive and take over. This course covers standard first aid, adult CPR and AED training and leads to American Red Cross Certification.

AHS 125 Nurses Aide (5)
Upon successful completion of this certificate, the student will meet all federal certification standards for a nursing assistant and be prepared to sit for the New Mexico Nurses Aide Certification Evaluation Service. Included are basic principles related to body systems, rehabilitation needs, personal care skills, safety and the special needs of families, children, and the elderly.

AHS 141 Fundamentals of Cardiac Monitoring (3)
This course provides an understanding of the functions of the circulatory system and its related diseases. Emphasis is placed on cardiovascular pharmacology,

basic reading of EKG's, and in identifying specific arrhythmias. This course may be used as a preparatory course for the Advanced Cardiac Life Support certification.

AHS 190 Internship in Allied Health (6)
This course provides the student an opportunity to gain practical experience in a health care setting. Possible locations for healthcare internships could include a hospital, nursing home health care, hospice, community clinic, and Public Health office. Students will identify learning objectives at the beginning of the internship to be evaluated at the end of the semester.

AHS 218 BLS for Healthcare Providers (1)
In this basic life support (BLS) course, students will learn the skills of CPR for victims of all ages and will practice CPR in a team setting. Students will also learn how to use an automated external defibrillator (AED) and how to relieve choking (foreign-body airway obstruction). The skills learned in this course will enable students to recognize emergencies such as sudden cardiac arrest and how to respond to them.

EMT 101 First Responder (3)
The First Responder course trains students to become an important part of the emergency care team. Students will be introduced to the correct knowledge and practical skills to render appropriate lifesaving emergency care such as: airway and respiratory intervention, cardiopulmonary resuscitation, bleeding control, special wound care, stabilization of spinal injuries, and splinting of fractures.

EMT 102 First Responder/EMT Basic Refresher (2)
The First Responder/EMT-Basic Refresher course is designed to review and update the material taught in the First Responder and EMT-Basic curriculums. The EMS Academy and the University of New Mexico, Health Sciences Center is the parent program under whose auspices this course is conducted.

EMT 123 Emergency Medical Technician - Basic (6)
The Emergency Medical Technician - Basic is designed specifically for emergency medical personnel who have access to specialized vehicles equipped with specialized items of equipment. The course content trains emergency medical personnel to recognize and stabilize patients with life-threatening emergencies at the scene and in transport, utilizing the specialized items of equipment.

Animal Science

ANSC 100 Introduction to Animal Science (3)
Introduction to Animal Science is an orientation and survey of the livestock industry in the United States. The course serves as an introduction to breeding, feeding, marketing, and management practices for producing and selling farm animals. This course for animal science majors is also of interest to students who desire an introduction to livestock practices.

ANSC 141 Horsemanship (3)
This course is designed to familiarize students with the basic horsemanship concepts and skills. Safety in handling horses (catching, holding, tying, and restraining) and assessment of horses are introduced. Tack and equipment used in the care, handling, and riding of horses are also covered. Students must provide their own horse and tack.

ANSC 150 Anatomy and Physiology of Domestic Animals (3)
This course is designed to provide for the study of various systems within the bodies of animals. The structure and function of these systems is the content of this course. Various farm animals are studied, including the cow, horse, sheep and pig. Other animals are included in certain sections.

ANSC 151 Equine Anatomy and Physiology (3)
This course presents to students a broad based approach of horse anatomy and physiology with emphasis on the foot and lower leg. A comprehensive look at hoof and leg dissection is also covered in this course. The biomechanics of these structures are also presented.

ANSC 170 Livestock Evaluation (3)
This course provides the student with instruction on the selection, classification, grading and judging of livestock. Evaluation areas include beef cattle, hogs, sheep, horses, and carcass. Students gain valuable experience in these processes through hands-on practice of selection and judging. Students' oral communication skills are enhanced through practice in giving oral reasons.

ANSC 170L Livestock Evaluation Lab (1)
This course is designed for students wishing to gain additional hands-on experience in judging livestock. This practicum based course addresses livestock selection, grading, evaluation, and placing. Corequisite: ANSC 170.

ANSC 171 Oral Livestock Reasons (4)
This is an introductory livestock judging course which offers instruction in oral reasons in livestock judging. Many types and styles of oral reasons in defense of placing cattle, swine, sheep, and horses along with livestock carcasses of each species will be covered.

ANSC 190 Internship in Animal Science (3)
This course is designed to provide the student the opportunity to gain on the job experience. Students gain this experience by working under the direct supervision of an animal science expert. Exposure to technical skills, business management, and customer relations are the content of this course. The internship can be done in the fall or spring semester or during the summer session.

ANSC 224 Equine Management (3)
This course provides a review of history, breeds, careers and other segments of the horse industry. Overview study of acceptable management procedures, welfare issues, equine health, nutritional and reproductive management are also in this course. An overview of facility design is provided.

ANSC 230 Animal Health and Disease (3)
This course provides an overview of animal health and the diseases which lead to unhealthy animals. The primary focus is on diseases common to farm animals. The diagnosis, management and control of animal diseases, treatment and prevention are also included.

ANSC 245 Animal Breeding (3)
This course presents the fundamental principles of reproduction, variation, breeding systems and their application to domestic species. Reproductive anatomy and physiology will be covered. Various systems and their application, including artificial insemination, will be presented.

ANSC 255 Beef Production (3)
This course is designed for students planning a career in some segment of the beef cattle industry. Students will be instructed on management and marketing practices of beef cattle, including selection, breeding, nutrition and reproduction. Production and management of beef cattle in all segments of the industry with a holistic approach are also studied. Prerequisite: ANSC 245.

ANSC 270 Meat Animal and Carcass Evaluation (4)
This is an advanced Animal Science course which provides instruction in both classroom and lab for meat and animal carcass evaluation to consistently evaluate beef, lamb, and pork carcasses. This course is designed to prepare students with the knowledge and skills to evaluate carcasses according to current industry standards. Students will also gain live animal evaluation experience relative to projected carcass value. Prerequisite: ANSC 170.

ANSC 271 Advanced Livestock Evaluation (4)
This is an advanced Animal Science course which offers the student an opportunity to study the differences in breeds of livestock, relationships between form and function of livestock, and serves as a preparation for national livestock judging competition. Extensive time will be spent on judging and presenting oral reasons. Prerequisite: ANSC 171.

ANSC 275 Principles of Nutrition (3)
This course provides an introduction to nutrients and their function. The relationship of the anatomy of the digestive tract of animals and their ability to utilize feedstuffs is presented. Classification, digestion, absorption, transport and metabolism of major nutrients required by animals for maintenance, growth and production are studied.

ANSC 285 Ruminant Nutrition (3)
This is an advanced nutrition class focusing on ruminant farm animals: cattle, sheep and goats. Energy, nitrogen and mineral nutrition of ruminants with special emphasis on digestive physiology and metabolism of non-protein nitrogen compounds are covered. Prerequisite: ANSC 275.

ANSC 290 Internship-Applied Animal Science (3)
This course is designed to provide on-the-job work experience. Students gain hands-on work experience with an expert in animal science. Knowledge of technical skills, business management, and customer relations are realized in this course. The internship can be done fall or spring semester or during the summer session. Prerequisite: ANSC 190.

Anthropology

ANTH 101 Introduction to Archeology (3)
Introduction to Archaeology provides students with an overview of archeological fundamentals and how these can be utilized to understand ancient societies. The course emphasizes the analysis of modern societies as a method of reconstructing the past. There is a detailed case study of the Maya site of Copan.

ANTH 201 Introduction to Cultural Anthropology (3)
This course provides an introduction to the diversity of human cultures and their adaptations. Students will learn about the underlying themes of linguistics, economics, politics and religion that link all human cultures. This course will provide a survey of the world's diverse cultures and how they relate to the natural environment and to each other.

ANTH 210 Pre-History of the American Southwest (3)
Anthropology 210 endeavors to trace the history of the cultures that existed in the American Southwest before contact with Europeans in the 16th century. This course will document the cultural paths of the Native groups that lived in this distinct geographical and climatic region from approximately 11,000 BC (the Clovis Culture) up to contact with the Spanish in the mid 1500s (Pueblo IV). Subjects will consist of: the first Americans, the paleoenvironment, subsistence patterns, the advent of agriculture and sendentarism, the emergence and waning of regional alliances, relations and trade with local and distant groups, the influence of Mesoamerican cultures, and the abandonment and eventual restructuring of cultural groups.

Art

ART 100 Principles of Fabrication (3)
This course presents the principles and techniques of fabricating buckles. Students gain skills in welding, hard and soft soldering, riveting, and overlay. Students also acquire skills necessary in designing buckles along with understanding form and function.

ART 101 Art Appreciation (3)
Students will study the visual language of art and apply that knowledge to major historical art movements. The elements and principles of design will be used to view, evaluate and understand art. The importance and the context of art within the formation of culture will be considered. How a visual style/movement functions as a pro-active force influencing and revealing its social structure will be studied. Major project will be to design a soda can in the style of an artist from the text book with a well written and researched biography of the artist. Written report will include forces in the artist life that influenced artwork artist produced. (ARTS 1113 - Area V)

ART 103 Basic Design (3)
Students will gain a foundational working knowledge of primarily two-dimensional design on which to build the visual thinking skills, knowledge of historical and contemporary art forms, technical approach to materials and the methods for channeling creative energies that enable a life time of personal artistic expression.

ART 104 3-D Concepts (3)
Students will thoroughly examine the formal elements of three-dimensional form through hands-on personal experience, through observing the work of others in the studio environment exploring a broad repertoire of media possibilities and through critical analysis of produced works.

ART 105 Basic Casting Techniques (3)
Basic Casting Techniques is an introduction to fundamental foundry practices. Students will model several small sculptures and reliefs. At least one project may be chosen to be poured in bronze. Elementary wax chasing, sprueing, and metal chasing will be experienced through practical application. Elementary design will be considered.

ART 107 Artistic Silversmithing (3)
This laboratory-oriented course is designed for either farriers or artistic blacksmiths who have a desire to enhance their forging skills. Students are allowed to select and practice the forging or blacksmithing skill of their own choosing.

ART 108 Engraving I (3)
This course is designed for introductory level engraving on precious and non-precious metals. This course consists of understanding the theory and practice of hand and power-assist engraving on spurs and jewelry.

ART 109 Bit and Spur Making (3)
This course is designed for intermediate level spur making including the overlay and engraving of silver. This course consists of understanding the theory and practice metal cutting, shaping and welding in order to build one pair of spurs. Lab will consist of design and completion of a pair of spurs.

ART 112 Drawing I (3)
Students will investigate a variety of media techniques, descriptive and expressive possibilities with an emphasis on black and white. They will build perceptual skills in terms of drawing from studio set-ups. They will also gain basic knowledge of the elements of art to lead to their deliberate manipulation for different types of spatial illusion, compositions, and expressive meaning.

ART 113 Painting I (3)
Students will investigate a variety of media techniques, descriptive and expressive possibilities with an emphasis on color. They will build perceptual skills in terms of painting from studio set-ups. They will also gain basic knowledge of color theory for different types of compositions, and expressive meaning. Prerequisite: ART 112.

ART 114 Sculpture I (3)
Sculpture I will introduce the student to practical application of three basic methods of manipulating form: subtractive-carving, additive-modeling, and construction--the fastening together of materials. The relationship between intention, content and formal expression will be addressed. A brief introduction to the developmental history of sculpture will be presented to augment the understanding of sculpture as an expressive language.
Prerequisite: ART 104.

ART 123 Digital Media I (3)
Students will survey a variety of 2D and 3D media programs in order to manipulate and create unique designs. The projects will range from 2D Flatworks, Full Motion Video, 3D Rendering and Vector graphic construction. Students will be briefly introduced to the MAC OS and The Adobe Creative Suite. Proficiency in computer operations, browser navigation and program interfaces are highly recommended before attempting this course. Prerequisite: Instructor approval

ART 141 Beginning Spur Making (4)
This course is designed for introductory level spur making including the overlay of silver. This course will enable students to gain the skills necessary in fabricating the band, shank, hangers and rowels required in making a pair of spurs. Students will also acquire an understanding of the theory and practice of metal cutting, shaping, welding, and finishing of one pair of spurs. Lab will consist of design and completion of a pair of spurs.

ART 142 Engraving I (4)
This course is designed for introductory level engraving on precious and non-precious metals. This course consists of understanding the theory and practice of hand and power assist engraving on spurs and jewelry. Students will learn the basic cuts involved in beginning bright cut engraving.

ART 143 Bit Making (4)
This course is designed for entry level bit making. The following topics will be covered: leverage, purchase, leverage-purchase ratio, Mullen and mouthpiece design and placement. Students will also be introduced to tig welding techniques. By course end, students will have made one Bayer's style leverage bit, one loose jaw leverage bit and one snaffle bit.

ART 144 Silversmithing (4)
This course is designed for students to gain mastery in fabricating high end silver products. This course will enable students to gain the skills in layout and design, high temp soldering, manufacturing dies to form various silver pieces, and placing and soldering of borders. Lab will consist of design and completion of a ranger buckle set. Prerequisites: ART 141 and ART 143.

ART 145 Signal Bit Design and Fabrication (4)
This course is designed for students in their final semester. In this course, students will be required to make a California style spade bit. After successful course completion, students will be able to fabricate j-boxes, braces, cricket roller, spoon mouth piece, slobber bar, rein chains, purchase length and leverage. Students will also refine tig welding skills and acquire advanced fabricating skills. Prerequisites: ART 144 and ART 243

ART 153 Digital Media II (3)
Students will survey a variety of 2D and 3D hardware in order to apply and construct 2D and 3D design

prototypes. The student will have the opportunity to utilize all the software manipulation learned in Digital Media I and apply it to the projects presented. Students will have the opportunity to focus on specific processes or survey all the processes presented to complete individual assignments. Additional tools and techniques inherent to the Adobe Creative Suite will be covered in this course. Proficiency in computer operations, browser navigation and program interfaces are highly recommended before attempting this course. Passing grade of C or above in Digital Media I and Instructor Approval needed. Prerequisite: Instructor Approval and ART/CIS 123

ART 160 Print Making I (3)
Students will investigate a variety of printmaking techniques with access to a printing press. They will continue to build skills in drawing and color theory.

ART 172 Ceramics: Introduction to Hand Building (3)
Introduction to ceramic design and methods including hand building techniques and use of the potter's wheel. Explores clays, glazing, and firing techniques including stoneware and raku. Corequisite: Enrollment in additional art course

ART 202 Figure Drawing (3)
Figure drawing introduces the student to drawing the human form with an emphasis upon critical inquiry and analytical observation. The study of skeletal and muscular structure will be covered in this course. Critical analysis of personal and of fellow students' art work is an important element of this course. Prerequisite: ART 112.

ART 203 Painting II (3)
Students will investigate a variety of media techniques, descriptive and expressive possibilities with an emphasis on color. They will build perceptual skills in terms of painting from studio set-ups. They will also gain basic knowledge of color theory for different types of compositions, and expressive meaning. Prerequisite: ART 113.

ART 204 Sculpture II (3)
In Sculpture II, students will choose their media and method of sculpture personally. Students will present a written proposal of what they plan to accomplish during the semester, how they plan to accomplish it, and why. A series of three sculptures which share and carry forward that stated conceptual basis will be completed. Evaluation of personal and fellow students' work is important in the course. Prerequisite: ART 114.

ART 205 Modeling Sculpture and Moldmaking (3)
This course is designed for students in their final semester. In this course, students will be required to make a California style spade bit. After successful course completion, students will be able to fabricate j-boxes, braces, cricket roller, spoon mouth piece, slobber bar, rein chains, purchase length and leverage. Students will also refine tig welding skills and acquire advanced fabricating skills. Prerequisites: ART 144 and ART 243

ART 206 History of Video Games and Interactive Media (3)
Students will investigate the medium of video games, the history of video games, the present industry landscape, and possible future developments in technology, design, industry organization and the cultural role of games. The central question that serves as a guideline throughout the course is the extent to which, and what, how we play says something about society.

ART 207 Jewelry Making (3)
This course is designed for students who are interested in fabricating jewelry items such as rings, bracelets, pendants, ear rings etcetera. By course end, students will know how to solder both high and low temperature, fabricate bezel cups, and set stones.

ART 208 Artistic Silversmithing – Engraving (3)
This course is designed for mid-level engraving on precious and non-precious metals. This course consists of understanding the more advanced methods of hand and power assist engraving on spurs and jewelry.

ART 215 Casting Wax and Bronze (3)
In this course, students will cast wax patterns from molds created in a previous course (Modeling Sculpture and Mold making). Those wax patterns will continue through the entire bronze casting process, including finishing and patination of the sculpture. The student will personally perform each step in the process.

ART 216 Digital Photography and the Digital Darkroom (3)
Students will gain a working understanding of the equipment and materials used in digital photography, how to create digital images and how to 'develop' and print digital images. Students will also learn studio lighting techniques as well as how to shoot with ambient or available light. Students will learn how to 'see' better photographs in order to produce and print better photographs.

ART 222 Drawing II (3)
Students will continue to investigate a variety of media techniques, descriptive and expressive possibilities. They will build perceptual skills in terms of drawing from studio setups. They will also gain basic knowledge of the elements of art to lead to their deliberate manipulation for different types of spatial illusion, compositions, and expressive meaning. Prerequisite: ART 112.

ART 225 Foundry (3)
Foundry students will demonstrate skill and technical comprehension of each phase of the foundry process. Students will create sculptures, the number of which will be determined by the size and complexity of each work and shall successfully translate each piece into cast metal. Demonstration of competent critical analysis, both technically and conceptually is an important part of this course. Prerequisite: ART 215.

ART 230 Studio (3)
This course provides the student who is enrolled in another art course the opportunity for additional working time to complete projects required for those courses. No work originating outside of a current course may be worked on in the course. All safety practices and precautions relating to processes and procedures performed must be observed at all times. Corequisite: Enrollment in another art course.

ART 242 Engraving II (4)
This course is designed for intermediate level engraving on precious and non-precious metals. This course consists of understanding the theory and practice of more advanced scroll designs and refining techniques learned in ART 142. Students will learn how to draw and design interlocking scrolls, 2 & ½ scrolls, and the incorporation of positive and negative space to create pleasing design patterns. Prerequisite: ART 142

ART 243 Engraving III (4)
This course is designed for the more advanced level engraver. This course will require greater graver control than previous classes and will consist of creating a three dimensional effect through the use of single point line placement.. Students will master the techniques involved in creating high tones, mid tones, base tones and high lights to create different effects. Students will also learn the techniques involved in relief of backgrounds. Advanced scroll design from ART 242 will be used but students will be taught how to properly design and engrave complex acanthus leaf structures within these scroll structures. Prerequisites: ART 142 and ART 242

ART 246 Advanced Project Design (2)
This course is designed for students in their final semester. After successful course completion students will be able to fabricate a project that requires use of a metal lathe and milling table. Students will also refine tig welding skills and other advanced fabricating techniques. Students will design and fabricate a California style spur. Prerequisites: ART 144 and ART 243.

ART 250 Drawing III (3)
Students will utilize all the knowledge and experience acquired in their previous art courses, in order to create a body of work that demonstrates expertise in drawing. They will further refine and develop drawing techniques and concepts, as well as understanding of basic human anatomy for the purpose of artistic expression. Linear perspective, compositional structure, figure/ground integration, spatial perception, and analytical skills will be emphasized extensively.

ART 260 Printmaking II (3)
Exploration of ideas using various printmaking media and techniques. This course builds upon Printmaking I fundamentals and introduces additional print processes and combinations of those processes to allow individual expression. Prerequisite: ART 160.

ART 261 Art History (3)
This course in art history examines the works of art that define the Western visual tradition, from ancient Greece to the present day, and how they reflect the prevailing attitudes of the society in which they were created. Both the form and content of major works of art will be examined in relation to their social and cultural context. (ARTS 2113 - Area V)

ART 262 Advanced Bit Design (3)
This course is designed for advanced level engraving on precious and non-precious metals. This course consists of understanding the more advanced methods of hand and power assist engraving on spurs and jewelry. Prerequisite: FAS 208.

ART 263 Advanced Jewelry Fabrication (3)
This course presents the principles and techniques of fabricating Western style jewelry. Students gain skills in welding, hard and soft soldering, riveting, stone setting, and overlay. Students also acquire skills necessary in correctly designing jewelry items along with understanding form and function. Prerequisites: ART 107and ART 109.

ART 264 Advanced Engraving Techniques (3)
This course is designed for advanced level engraving on precious and non-precious metals. This course consists of understanding the more advanced methods of hand and power assist engraving on spurs and jewelry. Prerequisite: ART 208.

ART 265 Introduction to 3D Modeling (4)
Throughout this course the student will learn the general concept of 3D solid modeling using SolidWorks. Students will receive an overview of SolidWorks commands, techniques associated with 3D solid modeling. This course will include modeling of mechanical component parts to apply commands and concepts. The processes learned will include part model creation, assembly model creation, part drawing documents, and other modeling features and commands related to 3-D solid modeling. The student will be guided through using a step-by-step approach with examples and detailed instructions on each task to be completed.

ART 290 Silversmithing Studio (3)
This course is designed for students who have taken a previous Western Arts class and would like to use the lab areas to work on personal projects, further refine existing skills or receive instruction in areas of weakness. Students may work in both the fabrication lab and the engraving lab. Prerequisite: Any previous Western Arts class.

ART 293 Special Topics in Art (1-10 credits)
Special Topics is a format through which an instructor may occasionally present unusual but relevant art-related issues, useful processes, technical procedures, or practical experiences that may benefit the contemporary need of art students. Prerequisite: Consent of the instructor.

ART 293A Special Topics: Iron Pour (3)
In this course students will cast patterns in resin bonded sand molds. Those molds will be cast in iron which will be melted in a cupola that the students will build in class. The students will take part in each step of the process.

ART 293D Special Topics: Cast Wax and Bronze (3)
In this course students will cast patterns from molds and wax. Those patterns will continue through the entire bronze casting process, including finishing and patination of the sculpture. The student will personally perform each step in the process.

ART 293H Printing and Casting (1)
Printing and Casting is an introduction to fundamental print making and foundry practices. Students will carve one tile relief in sand molds which will be cast in metal. Print making basics will be addressed and students will produce at least 2 different types of prints. Elementary design will be considered.

ART 293I Special Topics: Silversmithing (3)
This course is a week-long class from 8 AM to 9 PM with two one hour breaks taught by multiple instructors designed for intermediate to advanced level engravers. This course consists of understanding the theory and practice of more advanced scroll designs, leaf structures, single and multiple wire inlay and styles of scrolls. Students are required to spend a total of at least 15 lab hours prior to the class fabricating a project to work on during class and another 10 after the class on completing the engraving. The final project must be submitted pictorially to instructors for final approval. Prerequisite: ART 242 or instructor approval

ART 294 Special Topics: Fabrication (3)
This course is a comprehensive study in fabricating of the many ornamental trappings used in western culture. Fabricating rope borders, three piece buckle sets, advanced conchos and other such items will be taught. Students will also gain knowledge in tig welding and high temperature solders and the subsequent cleanup of fabricated items. Upon course completion, students will have gained all the necessary skills in the fabrication of all high-end ornaments and devices used and worn by individuals in western culture.

ART 298 Capstone Portfolio Project (3)
This course is designed for students in their final semester. In this course, students will be required to fabricate one pair of spurs, one bit and two other projects of choice. In this class, students will further refine skills acquired in previous classes. At semester end students will have a portfolio book of all projects fabricated throughout the semester including projects from ART 145, 246 and 299. This portfolio will be evidence of skills acquired by graduates that will showcase their skill set to future employers. Prerequisites: ART 144 and ART 243

ART 299 Capstone Engraving Project (4)
This course is designed for students in their final semester. In this course, students will be required to fabricate a project large enough to engrave an advanced pattern. After successful course completion, students will be able to design and engrave a project that incorporates 2 ½ scrolls down to ¾ scrolls, interlocking scrolls, relief background and metered borders. Prerequisites: ART 144 and ART 243

Automotive Technology

AMT 100 Automotive Basics (2)
This course is a comprehensive study of basic automotive systems. Topics include the study of shop safety, proper use of hand tools, fasteners, gaskets, seals and sealants, measuring tools and an introduction to engine operating systems including electrical, ignition, fuel, cooling and lubrication. This will be a Corequisite course for any new incoming students taking any Automotive and Diesel courses.

AMT 101 Brakes, Steering, Suspension, Alignment Theory (3)
This course covers the basics of tire and wheel construction, theory of component function and operation of brake, suspension, and steering systems. Topics include principles of hydraulics, suspension geometry, alignment angles, and wheel balance. Emphasis is placed on preventive maintenance, system diagnosis and failure analysis. The course involves discussion and demonstration of proper operation of brake lathes, wheel balance and alignment machines. Safety will be emphasized in the use of all specialized shop tools and equipment and will follow standards set by the Council of Automotive Service Excellence (A.S.E.).

AMT 102 Brakes, Steering, Suspension, Alignment Lab (3)
This course includes diagnosis of brake system problems, repair and service of brake systems using the proper procedures, methods, tools and equipment. Students receive practical shop experiences analyzing and correcting various suspension and steering problems, front-end and rear-end alignment, and steering systems repair. Corequisite: AMT 101.

AMT 111 Electrical Systems Theory (3)
This course is the study of basic electricity, automotive circuitry, and wiring diagrams. Students will receive complete coverage of the batteries, starting, charging and accessory systems including application, testing, diagnosis, and repair. Corequisite: AMT 112.

AMT 112 Electrical Systems Lab (3)
This course involves practical application, analysis and repair of areas and systems covered in the electrical systems theory class. It also involves use of This course involves practical application, analysis and repair of areas and systems covered in the electrical systems theory class. It also involves use of proper methods, tools, specifications and equipment. Corequisite: AMT 111.

AMT 121 Electrical Tune-Up and Fuel Systems Theory (3)
This course covers ignition systems including standard, transistorized and electronically controlled systems. Basic fuels, fuel delivery and carburetion as well as electronic fuel injection and multi-port fuel injection are discussed. Students gain knowledge of emission control component theory of operation and diagnosis. Prerequisite: AMT 111.

AMT 122 Electrical Tune-Up and Fuel Systems Lab(C) (3)
This course involves practical application, repair and diagnosis of ignition, carburetion and emissions systems. Hands-on experience is provided through the use of customer vehicles. Corequisite: AMT 121.

AMT 131 Auto Electronics Theory (3)
Automotive Electronics Theory is the study of the complete electronics system, which includes microprocessors, sensors and actuators of the computerized ignition, fuel injection and emission control systems.

The course provides students with coverage of the circuits, application, operation, testing and diagnosis of the above systems. Prerequisite: AMT 121.

AMT 132 Automotive Electronics Lab (3)
Lab experiences in Automotive Electronics Lab correspond to the material covered in AMT 131. The course includes the proper use of tools, scanners and other test equipment to diagnose the computers, sensors and actuators, along with the repair and adjustment of the computerized ignition, fuel and emission systems. Corequisite: AMT 131.

AMT 190 Internship in Automotive Technology (3)
Students in this course receive on-the-job experience in a dealership, national chain service facility or independent repair facility under the direct supervision of the program instructor. Students utilize the skills and knowledge acquired in the previous year. Students will be able to base future employment decisions on the experience received. Note: Students who complete two full semesters of automotive courses and are not employed, may sign up for this course and take it as a Capstone Lab or a combination of each. Prerequisite: Successful completion of first and second semesters of automotive technology or approval of the program director.

AMT 201 Clutch, Manual Transmission/ Transaxle, Drive Shaft, and Differential Theory (3)
This course provides instruction in automotive clutch purposes, design and function, along with the workings of the various modern three-, four-, and five-speed standard transmissions and transaxles. Topics include discussion of drive shaft assemblies along with differential and front wheel drive types. Prerequisite: AMT 100.

AMT 202 Clutch, Manual Transmission/ Transaxle, Drive Shaft, and Differential Lab (3)
This course Involves lab work relative to the clutch, manual transmission/transaxle, driveshaft, and differential. It includes use of correct diagnostic, reconditioning and/or overhaul procedures. Corequisite: AMT 201.

AMT 211 Automatic Transmissions/ Axle Theory (3)
This course provides the fundamentals of hydraulics, planetary gears, holding devices, and their application to automatic transmissions. Students are introduced to the various components and their functions, along with rebuilding the power flows of various present-day automatic transmissions, including four speed over-drives and front wheel drive systems. Prerequisites: AMT 100, AMT 201 and AMT 202.

AMT 212 Automatic Transmissions/ Transaxle Lab (3)
This lab includes complete servicing and adjustment procedures, troubleshooting, diagnosis, repair and overhaul of various present-day automatic transmissions in a live shop. It provides maximum supervision and guidance for completion of this very complex and exacting work. Corequisite: AMT 211.

AMT 221 Major Engine Theory (3)
This course includes the complete theory and techniques of rebuilding, servicing, and diagnosing of the internal combustion engine and its related parts and systems.

AMT 222 Major Engine Lab (3)
This course consists of practical application in the techniques of rebuilding and servicing the automotive and light truck engines and their related systems, using the proper procedures, tools and testing equipment.. Corequisite: AMT 221.

AMT 231 Auto Environmental System Theory (3)
This course covers principles of evaporation, heat transfer, temperature and pressure. Students become familiar with various systems in regard to circuits, components and their operation in each application. The course includes an explanation of heating and air conditioning systems as presently used in today's automobiles, including integrated and isolated installation, and their corresponding control systems. Students are provided with instruction on the proper use of refrigerant recovery/recycling/recharging equipment. Prerequisite: AMT 111.

AMT 232 Automotive Environmental Systems Lab (3)
This lab includes diagnosis, service, repair, installation, and overhaul of live environmental systems. It covers custom, factory, and automatic systems of the popular makes and models used in present-day automobiles. Personal safety is stressed. Corequisite: AMT 231.

AMT 290 Internship in Applied Automotive Technology (3)

AMT 290 is a continuation of AMT 190 Internship in Automotive Technology. This course provides students with additional hands-on experience under the direction of the program instructor. Prerequisite: AMT 190.

AMT 293 Advanced Lab for Applied Automotive (3)

AMT 293 is a continuation of AMT 190 and AMT 290 Internship in Automotive Technology. This lab course provides students with additional hands-on experience under the direction of the program instructor. Prerequisites: AMT 190 and AMT 290.

Biology

BIOL 113 Introduction to Biology (4)

This course presents an overview of life on Earth, its structure, function and diversity. Students will explore the basic structure and functions of biological systems, the basic features of the theory and the process of evolution and the fundamentals of behavior and ecology. Laboratory exercises will be included. (BIOL 1114 - Area III)

BIOL 119 Introduction to Genetics (4)

This course introduces the student to the basics of genetics and heredity, and proceeds with an in-depth examination of genetic diseases, population genetics, stem cell research, genetic engineering, gene therapy and reproductive technology. Each topic will be accompanied by extensive lab work, experiments, semester projects and writing assignments, as well as an introduction to the most common biotechnological procedures.

BIOL 124 Introduction to Forensic Science (4)

This course introduces the student to Forensic science as a practical application of science to matters of the law. In this class the student will study the basic techniques of forensic science, such as DNA fingerprinting, the classification of illicit drugs, the preservation of evidence, crime scene investigation and many other laboratory and field techniques such as the detection of art forgery, investigation of fire and explosions, and ballistic. Each subject is accompanied by practical exercises and lab work.

BIOL 211 Human Anatomy and Physiology I (4)

This course is a survey of the anatomy and physiology of the human body beginning at the cellular level and includes the integumentary, skeletal, and muscular systems. The lecture portion of the course introduces the student to the physiology of these systems while the laboratory portion of the course allows the student the opportunity to electronically explore structures and functions. It is recommended that students have a basic knowledge of biology and/or chemistry before enrolling in this course.

BIOL 212 Human Anatomy and Physiology II (4)

This course is a continuation of Human Anatomy and Physiology I. The following systems of the human body are covered: nervous, endocrine, blood, cardiovascular, lymphatic, digestive, respiratory, urinary and reproductive. The lecture portion of the course introduces the student to the systems of the human body while the laboratory portion of the course allows the student the opportunity to electronically explore the structure and function of these systems. Prerequisite: BIOL 211.

BIOL 222 Microbiology (4)

Microbiology provides the student with the basic scientific principles of microorganisms. The course is a study of microorganisms with an emphasis on bacteria and viruses: morphology, physiology, genetics, culturing techniques, identification, control, disease, and disease resistance of microbes. This course is designed to provide the student with general knowledge of microbiology to apply to other science and medical courses. (BIOL 2514 - Area III)

BIOL 250 Comparative Vertebrate Anatomy (4)

This course presents an introduction to the anatomy of vertebrate animals. Students will explore the basic structure and functions of vertebrates including the skeleton, musculature and physiological systems. Laboratory exercises will emphasize the skeleton of mammals including humans, birds, and reptiles using real specimens and will include examination of fossil vertebrates and virtual dissections on computers. Prerequisite: BIOL 113, or ANSC Course or FAS course (or consent of instructor).

Building Trades

BT 105 Introduction to Building Trades and Safety (3)
Topics in this course are the history of the building trades and how they each fit into the building process. Students will be introduced to employability of the employee in the building trades. Students will be introduced to safety in the trades and on the building site. They will also be introduced to and instructed in the use of basic hand and power tools.

BT 111 Construction Technology I (3)
Topics in this course are site layout, distance measurement and leveling, handling and placing concrete. Concrete reinforcement and methods and materials for reinforcement Students will be introduced to Masonry, the history of Masonry materials and the materials that are in use today. Students will learn about Masonry units and installation techniques.

BT 112 Construction Technology II (3)
Topics in this course are site layout, distance measurement and leveling, and handling and placing concrete. Students will be introduced to the construction of floor systems, wall, ceiling, and roof framing, and will learn how the various trades fit into the building process. Prerequisite: BT 111.

BT 115 Fundamentals of Framing (3)
This course is a hands-on study of basic framing. Topics will include wood as a building material, engineered lumber, engineered panel products, framing methods, floor framing, wall and ceiling framing, roof framing, rafter types, trusses and roof assembly. Other topics include framing of windows, exterior doors and basic stair layout. Prerequisites: BT 103 and BT 111

BT 116 Blueprint Interpretation (3)
This course introduces students to the skills necessary for reading blueprints. Students will explore projections and views, technical sketching, and the use of blueprints in construction. Instruction will also include information on graphic and pictorial representation, working drawings and structured building details.

BT 118 Introduction to Electrical (3)
Topics in this course are safety on the job-site when working with electricity, common job-site hazards, and working safely with electrical. Students will learn about calculating circuit size including volts, amperes, and wattage, working with different gauges or size of electrical wiring to wire the circuit with the proper size. Students will follow the NEC (National Electrical Code) for proper location and ratings of duplex plugs, light fixtures, and other electrical appliances. Students will receive hands on experience as they wire a new residential home.

BT 121 Construction Technology III (3)
Topics in this course include roof framing and roofing applications and coverings, such as asphalt shingles and rolled roofing. Stair layout and construction methods for installing and finishing. Students will learn how these various trades fit into the building process. Prerequisite: BT 112.

BT 122 Interior Finishing (3)
Topics in this course are Drywall installation, Drywall finishing, Door installation, and door hardware. Students will learn how these various trades fit into the building process. Prerequisite: BT 115.

BT 190 Internship in Building Trades (3)
This course offers 3 credits in a supervised work program. The first-year student is employed in an approved business occupation. Students will be supervised and rated by the employer and instructor. Students will meet in a weekly class and/or report on a variety of films, readings, or seminars.

BT 201 Exterior Finishing (4)
Topics in this course are Thermal and Moisture protection and different types of exterior finishes. Different types of coatings such as paints and stucco will be covered. Students will learn how these various trades fit into the building process.

BT 202 Construction Technology IV (3)
Topics in this course build on Construction Technology III. Students will become skilled at advanced construction techniques including site layout, floor systems, wall and ceiling framing, roof framing, roofing applications, exterior finishing, and basic stair layout. They will learn how the various trades fit into the building process as they participate in "hands-on" training on the project house. Prerequisite: BT 112.

BT 215 Construction Supervision (4)
Topics in this course include pre-construction planning, project management, contracts, and fiduciary responsibilities. Students will learn the basics of project preparation, scheduling, project documentation, accountability and the pros and cons of a well-organized project. Prerequisite: BT 202.

BT 250 Computer Aided Design (4)
This is a beginning course providing instruction in mastering fundamental AutoCAD Lite commands and drawing techniques. Typical applications of AutoCAD are presented with basic drafting and design concepts. The topics are covered in an easy to understand sequence and progress in a way that allows students to become comfortable with the commands as their knowledge builds.

BT 260 Project Management (4)
Topics in this course include pre-construction planning, project management, contracts, and fiduciary responsibilities. Students will learn the basics of project preparation, scheduling, project documentation, accountability and the pros and cons of a well-organized project.

BT 290 Internship in Building Trades II (3)
This course offers three credits in a supervised work program. The second-year student is employed in an advanced, approved business occupation. Students will be supervised and rated by the employer and instructor. Students will meet in a weekly class and/or report on a variety of films, readings, or seminars. Prerequisite: BT 190

Business

BLAW 202 Introduction to Business Law (3)
This course is meant to provide a general introduction to the legal environment that affects individuals, businesses, and business transactions. In addition to providing a general introduction to the American legal system, this course will focus on specific legal topics such as contracts and the Uniform Commercial Code.

BUS 100 Principles of Keyboarding (3)
This course is recommended for students with no previous instruction in typing. Instruction includes alphabetic and numeric keyboard fingering, as well as the use of proofreading marks. Emphasis is placed on speed building using specialized computer software.

BUS 101 Introduction to Business (3)
This course is designed to give the student an overview of business principles, practices and procedures. Topics include marketing, management, economics, finance, accounting, business ethics and the international environment. Methods and practices used in business are surveyed.

BUS 103 Business Mathematics (3)
All areas of business math are covered in this course, from basic math to business statistics. The students are exposed to payroll, taxes, investments, depreciation and more. This course gives a student a well-rounded sense of math that is used in business today.

BUS 110 Records Management (3)
This course is an introduction to the principles, methods and procedures for the selection, operation and control of records management training on a microcomputer with emphasis on filing methods used in the business environment.

BUS 120 Applied Business Ethics (3)
This course will provide tools useful in thinking through the countless ethical dilemmas faced in the workplace. Through real-world business examples, students will evaluate ethical situations and express solutions.

BUS 190 Internship in Business (3)
This course offers 1-3 credits in a supervised work program. The first-year student is employed in an approved business occupation. Students will be supervised and rated by the employer and instructor. Students will meet in a weekly class and/or report on a variety of films, readings, or seminars. Prerequisite: Consent of the instructor.

BUS 203 Office Systems (3)
This course provides an overview of the business office from a management viewpoint. Topics include management of information systems, principles of office organization, office functions, and office physical environment, as well as staff orientation and training, forms design and control, job analysis, and work measurement and standards. Prerequisite: BUS 100 or equivalent.

BUS 212 Advanced Keyboarding (3)
This course is recommended for students with previous typing experience. Students in this course will develop speed and accuracy as well as practice in the use of mailable business letters, advanced tables, business forms, reports and memorandums. Emphasis is placed on increasing speed and accuracy. Prerequisite: BUS 100

BUS 221 Business Communications (3)
This course introduces the fundamentals of writing both formal and informal reports and other forms of business communication. Included is the study of interpersonal communication and worldwide business communication. Students are encouraged to take ENG 102 prior to taking this course.

BUS 289 Independent Study in Business (1-3)
This is an individual, directed study arrangement with the instructor. Prerequisite: Consent of the instructor.

BUS 290 Internship in Applied Business (1-3)
This course offers 1-3 credits in a supervised work program. The first-year student is employed in an approved business occupation. Students will be supervised and rated by the employer and instructor. Students will meet in a weekly class and/or report on a variety of films, readings, or seminars. Enrollment requires consent of the instructor.

BUS 293 Special Topics in Business (1-3)
This course is related to a special topic in the field of business. The topic will be identified in the course schedule. The course may be repeated with a content change.

ECON 100 Applied Economics/ Governmental Roles (3)
This course is an introduction to economics. Subtitles may vary by semesters. This class will focus on a combination of any of the following economic concepts: A. Producing, B. Exchanging, C. Consuming, D. Saving, E. Investing. This course will integrate contextual learning into the study of economics and will be a very "hands-on", interactive course including group projects and observation of economic concepts operating in a variety of fields.

ECON 251 Macroeconomics (3)
This course introduces economic theory in areas of national income, employment price stability and growth. Money and banking is studied from the perspective of its role in generating full employment at an income level which results in price stability. Additional topics such as international trade and economic development are discussed. Prerequisite: MATH 101. (ECON 2113 - Area IV)

ECON 252 Microeconomics (3)
This course provides students with an introduction to the basic concepts and issues in economics. Topics will include the macroeconomic forces influencing the decisions of producers and consumers in the market place. Additionally, this course introduces factors affecting industry and firms' demands, supply, costs, and pricing and output policies. (ECON 2123 - Area IV)

ECON 261 International Economics (3)
This course explores the prominent forces and core concepts of international economics and the relationships of nations and economic policy. It offers fresh perspectives on major world events of the last 40 years and recent economic milestones, such as the European Economic Community and the economic transformation of Russia and Eastern Europe.

FIN 101 Personal Finance (3)
This introductory course in finance includes information on all the financial decisions the average person faces to include: budgeting, buying, home ownership, income tax, investments, insurance, wills, and trusts. The course is designed for both business and non-business majors.

FIN 114 Principles of Finance (3)
This course introduces the basic elements of business finance: institutions and markets, review of financial statements, financial analysis of forecasting, working capital management, capital budgeting, cost of capital, long term financing, investing, and international business finance. Prerequisite: ACCT 111.

MGT 115 Small Business Management (3)
This course is designed to introduce business management principles used in a proprietorship. Setting up a business, record keeping, customer relations, and marketing strategies are among the topics covered in this course. Students planning to start their own business should benefit from this course.

MGT 201 Business Management (3)
Topics in this course include the market survey to determine demand, factors of location, financing, legal forms, purchasing and inventory control, compilation of financial statements, budgeting and cash flow control, marketing and merchandising, pricing and promotion, business risk and insurance, the use of computers in business, and the business plan. Prerequisites: ACCT 111 and MGT 113.

MGT 212 Principles of Management (3)
This course provides a fundamental orientation to management with an emphasis on current trends and issues. Topics include the management process and the decision-making process, as well as the art and science of management. Emphasis is placed on the functions of management.

MGT 213 Human Resource Management (3)
This course focuses on the principles, policies, and practices of human resources planning, job analysis and design, recruitment, selection, training and development, employee and labor relations, compensation, and occupational health and safety in organizations. Prerequisite: MGT 212.

MGT 253 Business Policy (3)
This capstone course explores the operations of various organizations. An emphasis is placed on the integration and formulation of the major functional areas within an organization. The case method is used to provide practical experience in evaluating, analyzing, and solving organizational problems. Prerequisite: Sophomore Standing; BUS 101, MGT 212, ACCT 210, BLAW 202, BUS 221 and ECON 251 or ECON 252 (Corequisite).

MKT 120 Advertising and Promotion (3)
This course is designed to introduce the student into the field of advertising and promotion. The emphasis will be on the role of advertising and promotion in the marketing communications program of an organization. Topics include coverage of functional areas, such as direct marketing, sales promotion, publicity, print and electronic media advertising, and marketing on the Internet. Coverage will also include the processes of planning, developing, and implementing the promotional program.

MKT 215 E-Commerce (3)
Any electronic exchange of information used in conducting business, including buying and selling goods and services and distributing information is called electronic commerce (E-Commerce). In this course students will gain hands-on skills necessary to gather corporate or personal information, make a purchase online, develop an effective company Web site, or find a global trading partner. Basic computer literacy is required for this course.

MKT 216 Principles of Marketing (3)
This study of marketing principles emphasizes all functional areas and institutions of marketing, including channels, promotion, consumer behavior, pricing and retailing. Marketing research, industrial buying and international implications are covered. Emphasis is placed on marketing today and global marketing.

Chemistry

CHEM 113 General Chemistry (4)
This course explores all the realms of basic chemistry. Students will examine and explore such topics as the periodic table, the structure of atoms and molecules, chemical properties, chemical reactions, chemical equations, bonding, chemical equilibrium and scientific laboratory procedures. Laboratory exercises are included. Prerequisite: MATH 101 or MATH 108 with a grade of "C" or better, or an appropriate score on the Mathematics Placement Assessment Test. (CHEM 1114 - Area III)

CHEM 115 Introduction to Chemistry I (4)
This course is the first of a sequence of two surveying the principles that underlie all chemistry. Topics will include: measurement and problem solving, matter and energy, elements and the periodic table, atomic and molecular structure, nomenclature, chemical equations and formulas, the mole, chemical reactions in solution, modern atomic theory, periodic trends of the elements, bonding, and molecular structure. Laboratory included. Prerequisite: MATH 101 or MATH 108 with a grade of "C" or better, or an appropriate score on the Mathematics Placement Assessment Test. (Physics 1114 - Area III)

CHEM 116 Introduction to Chemistry II (4)
This course is the second of a sequence of two surveying the principles that underlie all chemistry. Topics will include: solutions, chemical kinetics and equilibrium, acidic and basic solutions, electrochemistry, chemical thermodynamics, nuclear chemistry and an introduction to organic chemistry. Laboratory included. Pre-

requisite: CHEM 115 with a grade of "C" or better, or consent of the instructor. (CHEM 1224 - Area III)

MET 115 Metallurgy And Materials of Industry (4)

This course presents an overview of metals, alloys, ceramics and composites and their properties, including their physical, chemical, and thermodynamic properties. Students will study the structure, phase diagrams, properties, and the resulting metallographic features. Metals of particular interest include iron and steel, and copper alloys. Metal alloy formation will be studied by casting and welding techniques. Laboratory exercises using the facilities of the College will be included.

Communications

COM 101 Interpersonal Communication (3)

This course provides an opportunity for development of communication skills necessary for effective interactions on an interpersonal level and in small groups. Theoretical dimensions of interpersonal communication are explored. This course provides opportunities for practical application in personal and professional settings. (COMM1213 - Area I)

COM 102 Public Speaking (3)

Public Speaking is a course designed to acquaint students with rhetorical skills necessary to effectively communicate orally. The communication process is studied, including intrapersonal, interpersonal, small group, and public communication. The student will be required to present a variety of speeches, including informative, entertainment, demonstrative, impromptu, and persuasive. (COMM1113 - Area I)

COM 134 Introduction to Journalism (3)

This course is a practical introduction to journalism which emphasizes journalistic conventions as well as gathering and writing news for the print and broadcast media. Students will learn proven, as well as new, and less conventional, journalistic techniques and writing styles.

COM 190 Internship in Journalism (3)

This course offers three credits in a supervised work program. The first-year student is employed in an approved journalism occupation. Students will be supervised and rated by the instructor. Students will have one-on-one consultations with the instructor and/or employer.

Computer Information Systems

CIS 100 Computers for Beginners (3)

Students who have never been exposed to a computer often choose this course. This course is designed to introduce students to the computer and to let them get comfortable with the equipment. Students learn the basics of Windows and keyboarding and are given a brief tour of word processing software. This course may be nontransferable.

CIS 101 Introduction to Computers (4)

This course is designed to provide an introduction to computers and information processing for students desiring to learn what a computer is, how a computer functions, and how a computer is controlled. Word-processing, spreadsheet, database, and presentations software are introduced. Students are also introduced to computer-related occupations and learn how a computer is applied to the solution of business and related problems in a modern society. Out-of-class computer work is required.

CIS 103 Computer Concepts (3)

Students will start with some basic terminology used in the computer industry. Students will explore the history of the computer and try to look to the future of the computer. Students will also take notice of how the computer impacts our everyday lives.

CIS 104 Introduction to the Internet (4)

This course will introduce students to the World Wide Web (www) and inform them of the advantages and disadvantages of accessing the Internet. Students will learn how to do searches on the web and how to use a browser. Finally, the students will be shown how to make their own home page. Out-of-class computer work is required.

CIS 106 BASIC Programming (4)

Students are provided with a comprehensive understanding of the Visual BASIC programming language as used with the microcomputer. Proficiency is developed as student's code, test, and debug several Visual BASIC programs in the interactive and batch modes. In addition to learning graphics, students will deal with files and array processing. Out-of-class computer work is required. Prerequisite: CIS 101.

interactive and batch modes. In addition to learning graphics, students will deal with files and array processing. Out-of-class computer work is required. Prerequisite: CIS 101.

CIS 107 Database Applications (4)
Students are provided with a working knowledge of a popular database package. They will learn to create a database, do sorts, and create reports. Students will also learn to create queries and to understand the techniques used in modifying the database. Out-of-class computer work is required.

CIS 108 Spreadsheet Applications (4)
Students are provided with a working knowledge of a popular spreadsheet package. Students will learn to create worksheets, charts, and graphs. Reporting techniques that add pizzazz to reports will be discussed. Database techniques are covered in order to allow the student full use of spreadsheet software. Out-of-class computer work is required.

CIS 116 Windows (4)
In this course students are provided with a working knowledge of Windows. Students will learn how to perform commands that were done in DOS. Details of the use of Windows will be discussed in order for students to receive maximum advantage of Windows. Out-of-class computer work is required.

CIS 120 Computer Finance (4)
Students are provided with a working knowledge of a popular financial packages. Students will learn to create accounts registers. Reporting techniques that add assist the student in tracking finances will be discussed. Students will learn how to use a financial package for both home and business. Out-of-class computer work is required.

CIS 123 Digital Media I (3)
Students will survey a variety of 2D and 3D media programs in order to manipulate and create unique designs. The projects will range from 2D Flatworks, Full Motion Video, 3D Rendering and Vector graphic construction. Students will be briefly introduced to the MAC OS and The Adobe Creative Suite. Proficiency in computer operations, browser navigation and program interfaces are highly recommended before attempting this course. Instructor Approval needed. Prerequisite: Instructor approval

CIS 125 Introduction to Illustrator (4)
In this course the student will learn to apply the basics of print, multimedia, and online graphics. Students will learn about how to design custom graphics. Students will learn multimedia concepts through hands on activities. Out-of-class computer work will be required. Student should have a basic knowledge of the Windows operating system.

CIS 129 Moodle Orientation (1)
Students are provided with a working knowledge of the Web courses. Students in this class learn to utilize the terms used in Web course in order to allow successful completion of the Mesalands Community College Internet classes. Students also learn how to use the Web instruction to submit homework, use the class discussion board and send email within Web courses. Out-of-class computer work is required.

CIS 131 Fundamentals of Computers (1)
This course is designed to provide an introduction to computers and information processing for students desiring to learn what a computer is, how a computer functions, and how a computer is controlled. Word processing, spreadsheet, and presentations software are introduced. Out-of-class computer work is encouraged.

CIS 132 Basics of Windows (1)
This course provides a brief overview of the Windows operating system. Students will learn basic Windows commands which will enable them to maneuver easily within a Windows operating environment. This course is designed to provide students with basic knowledge, as well as hands-on experience to allow students to become computer literate in Windows.

CIS 133 Basics of Excel (1)
This course is designed as an introduction to the electronic spreadsheet -- specifically how to use, design and edit spreadsheets for use in a variety of personal and business applications; Microsoft Excel will be the specific software application students are exposed to. Out-of-class computer work is encouraged.

CIS 135 Basics of Internet I (1)
This course provides a basic overview of the Internet and the World Wide Web (WWW). Students will learn the basics of the Internet. The advantages and disadvantages of using the Internet for business and person-

al reasons will also be explored. This course is designed to provide students with basic knowledge as well as hands-on experience to allow students to become computer literate in using the Internet as a resource.

CIS 136 Internet Basics II (1)
This course provides a basic overview of the Internet and the World Wide Web (WWW). Students will gain additional insight on the workings of the Internet. This course is designed to provide students with basic knowledge as well as hands-on experience to allow students to become computer literate in using the Internet as a resource. Prerequisite: CIS 135.

CIS 137 Basics of WordPerfect (1)
This course provides a brief overview of the word processing application package, WordPerfect. Students will learn to create basic documents such as letters and memos. This course is designed to provide students with basic knowledge as well as hands-on experience to allow students to become computer literate in WordPerfect.

CIS 138 Basics of Word (1)
This course provides a brief overview of the word processing application package, Word. Students will learn to create basic documents such as letters and memos. This course is designed to provide students with basic knowledge as well as hands-on experience to allow students to become computer literate in Word.

CIS 139 QuickBooks Pro (1)
This course is designed for students who are computer literate, but are not familiar with the proper business application of QuickBooks Pro. Students will be involved in activities that provide opportunity for the basic understanding and use of QuickBooks Pro. A sample business will be used as a demonstration model, and then students will input actual business data in all areas required to meet their business needs.

CIS 140 Quicken (1)
This course provides a brief overview of the financial accounting application package, Quicken. Students will learn the basics of bookkeeping and financial reporting in a computerized environment. This course is designed to provide students with basic knowledge as well as hands-on experience to allow students to become computer literate in Quicken.

CIS 141 Basics of Database (1)
This course provides a brief overview of the database application package. Students will learn the basics of creating a database, performing sorts, and creating reports. This course is designed to provide students with basic knowledge as well as hands-on experience to allow students to become computer literate in database applications.

CIS 142 Basics of Desktop Publishing (1)
In this course, students will learn to use several of the leading desktop publishing software packages. Students will learn how to set up templates, do layouts and work with a variety of fonts and styles in order to prepare documents that are copy ready. Students will also learn to place graphics and wrap text around the graphics. Out-of-class computer work may be required.

CIS 143 Basics of Graphics Application (1)
In this course, students will learn to use several of the leading presentation software packages. Students will learn how to set up templates, do layouts and work with a variety of fonts and styles in order to prepare documents that are copy ready. Students will also learn to place graphics and wrap text around the graphics. Out-of-class computer work may be required.

CIS 144 Basics of Outlook (1)
This course provides a brief overview of the Microsoft Outlook. Students will learn to work and manage with e-mail, work and manage calendar appointments, manage contacts, keep journal entries, and manage folders. This course is designed to provide students with basic knowledge as well as hands-on experience to allow students to become computer literate in Microsoft Outlook.

CIS 145 Basics of Photoshop (1)
This course provides a brief overview of the Photoshop application. Students will learn to create and manipulate basic images. This course is designed to provide students with basic knowledge as well as hands-on experience to allow students to understand Photoshop's basic tools.

CIS 146 Basic of PageMaker (1)
In this course the student will learn the basic tools and uses of PageMaker. Creation of single page and multi-page documents, placement of art, type manipulation and the use of color will be addressed. Out-of-class computer work will be required.

CIS 147 Basics of Computer Drawing (1)
In this course the student will learn to use FreeHand as a graphic image creation and manipulation tool. Students will learn about the various tools and features of FreeHand and how to create original artistic images using the computer with this software. Students will learn how to work with type and apply special effects to type. Out-of-class computer work will be required.

CIS 148 Basics of Web Design (1)
In this course the student will learn the basics of Web design. The student will be given the terminology necessary to understand the components that make up an effective Web Site. Student examples give the student a real world look at Web Design.

CIS 150 Introduction to Digital Photography (3)
In this course, the student will learn about the use of digital photographic equipment and its relationship to computer image manipulation. Fundamental photographic techniques showing how to successfully capture images will be demonstrated and comparisons of different types of digital cameras and their unique nomenclature will be discussed.

CIS 153 Digital Media II (3)
Students will survey a variety of 2D and 3D hardware in order to apply and construct 2D and 3D design prototypes. The student will have the opportunity to utilize all the software manipulation learned in Digital Media I and apply it to the projects presented. Students will have the opportunity to focus on specific processes or survey all the processes presented to complete individual assignments. Additional tools and techniques inherent to the Adobe Creative Suite will be covered in this course. Proficiency in computer operations, browser navigation and program interfaces are highly recommended before attempting this course. Passing grade of C or above in Digital Media I and Instructor Approval needed. Prerequisite: Instructor Approval and ART/CIS 123

CIS 155 Introduction to Photoshop (4)
In this course the student will learn to use Photoshop as an image creation and manipulation tool. Students will learn about the Photoshop tools, menus and palettes and how to employ these features in the manipulation of images. Students will also learn how to create original artistic images using the computer with this software. Students will learn how to work with type and apply special effects to type. Out-of-class computer work will be required.

CIS 161 Intermediate Computing (4)
This course is a continuation of CIS 101 Introduction to Computers. This is the second course in a series of three that prepare the student to become Microsoft Office User Specialist (MOUS) certified. Word processing, spreadsheet, database, and presentations software are continued with intermediate skills being obtained. Out-of-class computer work is required. Prerequisite: CIS 101.

CIS 201 Word Processing Applications (4)
Students are provided with a working knowledge of a popular word processing package. Students will create documents and learn several techniques that can be used to enhance a document's appearance. A variety of applications will be taught to allow the students to get the most out of the word processor. Out-of-class computer work is required.

CIS 202 Advanced Word Processing (4)
Students are provided with a working knowledge of a popular word processing package. Students will create documents and learn several techniques that can be used to enhance a document's appearance. A variety of applications will be taught to allow the students to get the most out of the word processor. Out-of-class computer work is required.

CIS 203 C Programming (4)
Students are introduced to the capabilities and potentials of the C language. C allows students to program a wide variety of tasks, since C can do both applications programming and system programming. Students will study the uses in the applications programming area. Out-of-class computer work is required. Prerequisite: CIS101

CIS 206 History of Video Games and Interactive Media (3)
Students will investigate the medium of video games, the history of video games, the present industry landscape, and possible future developments in technology, design, industry organization and the cultural role of games. The central question that serves as a guideline

throughout the course is the extent to which, and what, how we play says something about society.

CIS 210 Graphics Applications (4)
Students are provided with a working knowledge of a graphics package. Students in this class learn to create a variety of charts and templates, and to develop slide shows. Students also learn how to import graphics and develop a presentation in a variety of styles. Out-of-class computer work is required.

CIS 211 Advanced Computing (4)
This course is a continuation of CIS 161 Intermediate Computing. This is the third course in a series of three that prepare the student to become Microsoft Office User Specialist (MOUS) certified. Wordprocessing, spreadsheet, database, and presentations software are continued with advance skills being obtained. Out-of-class computer work is required. Prerequisite: CIS 161.

CIS 216 Digital Photography and the Digital Darkroom (3)
Students will gain a working understanding of the equipment and materials used in digital photography, how to create digital images and how to 'develop' and print digital images. Students will also learn studio lighting techniques as well as how to shoot with ambient or available light. Students will learn how to 'see' better photographs in order to produce and print better photographs.

CIS 221 Database Programming (4)
Students will learn to develop an application by using 4GL programming techniques. Students will develop forms, menus, and general applications that allow the use of the database tables in a simpler form. Out-of-class computer work is required. Prerequisite: CIS 107.

CIS 222 Desktop Publishing (4)
Students will learn one of the leading desktop publishing software packages. Students will learn how to set up templates, do layouts, and work with a variety of fonts and styles in order to prepare documents that are copy ready. Students will also learn to place graphics and wrap text around the graphics. Out-of-class computer work is required.

CIS 226 Basic Web Design (3)
Students will use the Macintosh computer to employ knowledge from previous courses in order to use the Adobe Bridge, Photoshop, and Illustrator to create graphics and images for web pages. Students will learn industry-standard web design software to set up a new web site, add text and images with CSS (cascading style sheets) and learn how to manage, optimize and maintain the site. Prerequisites: ART 103 and ART 135 or CIS 103 and CIS 135 (or instructor consent).

CIS 245 Intermediate Photoshop (4)
In this course the student will learn to use the most recent version of Photoshop as an image creation and manipulation tool. Students will learn about images, how to manipulate images using Photoshop's special tools and palettes and how to create artistic images using the computer with this software. Students will learn how Photoshop has become a text creation and manipulation application as well. Creative techniques commonly used in the graphics industry will be practiced. Out-of-class computer work will be required.

CIS 250 Computer Aided Design (4)
Students will learn to design and produce a comprehensive 'brand identity' that will be used to complete several graphic applications to promote a solution to an issue of global importance. Students will learn to identify and understand cultural norms other than their own through research and study of other cultures. Students will also complete an extensive portfolio of their work in order to prepare for future employment or for continuing education. Students will use the Macintosh operating system and any or all of the programs in the Adobe Creative Suite (Photoshop, Illustrator and InDesign) to complete projects. Prerequisite: ART/CIS 212.

CIS 295 Student Project (4)
Students will be assigned a task that will encompass all of the courses taken in their chosen course of study. The task will be determined by a CIS faculty member. Arrangements for this course must be made with the CIS faculty member prior to enrollment. Out-of-class computer work is required.

Computer Science

CS 140 Introduction to Computer Forensics (3)

Introduction to Computer Forensics presents methods to properly conduct a computer forensics investigation beginning with a discussion of ethics, while mapping to the objectives of the International Association of Computer Investigative Specialists (IACIS) certification. Students should have a working knowledge of hardware and operating systems to maximize their success on projects and exercises throughout the course.

CS 150 Operating Systems (3)

Throughout this course the student will learn the general concept of operating systems, including how system-level software works with your computer hardware. Detail descriptions of individual operating systems--DOS, Windows and various configurations, MAC OS, and Unix will be covered throughout the course. The student will also learn how each of these systems works with specific hardware components.

CS 160 Introduction to HTML (3)

Throughout this course the student will learn the general concept of HTML, including how the software works with your computer hardware. Students will receive Web development techniques along with basic web design.

CS 170 Introduction to Telecommunications (3)

Introduction to Telecommunications opens the doors to the world of telecom by presenting the first layer of the Open Standards Interconnection (OSI) model for communication networks—the physical layer. The program provides an historical perspective on communications technology, from smoke signals to the latest wireless devices. Students learn the basics and the history of Data, Voice, and Video systems.

CS 171 Introduction to Network Cabling - Fiber (4)

This course is designed to provide students with the This course is designed to provide students with the knowledge and skills necessary to become entry-level technicians in the Network Cabling Industry. The focus of this course is on the following: basics of cable termination using two of the industry standards, (ST and SC connectors), testing and troubleshooting using sophisticated electronic equipment, perform a mechanical splice and the theory of fiber optics and calculate a system loss budget.

CS 172 Introduction to Network Cabling - Copper (4)

This course is designed to provide students with the knowledge and skills necessary to become entry-level technicians in the Network Cabling industry. The focus of the course is on the following: tool use and construction techniques; the characteristics of various industry standards; and troubleshooting and repair. This course has an accompanying Computer Enhanced Training (CET) CD-ROM that provides color images, videos, slide shows, and interactive "self-checking" for troubleshooting activities.

CS 180 Introduction to Game Programming (4)

In this course the student will learn to use basics of programming. Beginning game programming concepts will be introduced. Students will learn about how to create functional computer games. Students will learn programming and gaming concepts through hands on activities. Out-of-class computer work will be required.

CS 205 Java Programming (4)

Throughout this course the student will learn the general concept of Java programming. The student will be guided as a beginning programmer in developing applications and applets using the Java programming language. A step-by-step approach will be used in exercises that illustrate the concepts being explained, reinforcing the students? understanding and retention of the material.

CS 210 Network Security (3)

Throughout this course the student will learn the general concepts and importance of network security. The course uses hand-on projects, case projects, and lectures to provide the student with the necessary information to develop a network security plan that can be used in a real-world environment.

CS 215 Java Script (3)

Throughout this course the student will learn the general concept of JavaScript programming. This course is designed to provide a guide for the beginning programmer to develop Web applications. A step-by-step ap-

proach using exercises that illustrate the concepts being explained, reinforcing understanding and retention of the materials presented.

CS 216 Web Programming (3)
Throughout this course the student will learn the general concept of Web programming. The student will be guided through using a step-by-step approach with examples and detail instructions on each task to be completed. Student examples give the student a real world look at Web programming.

CS 217 Active Directory (3)
This course prepares a network professional to work in medium to very large computing environments that use the Windows network operating system. With the increased demand for network professionals who can design flexible, usable directory service implementations that can properly advertise and support all necessary network services, as well as the users and groups who make use of them.

CS 220 Cisco Networking (3)
Throughout this course the student will learn the general concept of Cisco networking. The student will be guided through using a step-by-step approach with examples and detail instructions on each task to be completed. Student examples give the student a real world look at Cisco networking used in LANs and WANs routing and switching.

CS 225 WEB Site Design (3)
Throughout this course the student will learn the general concept of Web Site Design. The student will be guided through a step-by-step approach with examples and detailed instructions on each task to be completed. Student examples give the student a real-world look at Web Site design..

CS 230 Introduction to TCP/IP (3)
Throughout this course the student will learn the general concept of TCP/IP protocol. The student will be guided through using a step-by-step approach with examples and detail instructions on each task to be completed. Student examples give the student a real world look at TCP/IP communication architecture used in LANs and WANs on which they are implemented. Prerequisite: CS 150.

CS 231 Introduction to Proxy Server (3)
Throughout this course the student will learn the general concept of Proxy Server. The student will receive extensive working knowledge of the Microsoft Proxy Server product and prepare the student to take the MACE Certification test for Proxy Server. The course uses hands-on projects, case projects, and lectures to provide the student with the necessary information to pass the test and work with Proxy Server in the real-world environment.

CS 235 Database Web Design (3)
Throughout this course the student will learn the general concept of Database driven Web Design. This course enables individuals to create Web sites that can display, insert, update, and delete data from a database. It provides foundational material on Web concepts, relational database principles, SQL, and HTML. Prerequisite: CS 225.

CS 240 Introduction to Support Services (4)
This course is designed to provide an introduction to computer support services for students desiring to learn what is necessary to provide user support. Students will learn the importance of needs assessment, training users, and troubleshooting. Students are also introduced to computer-related occupations and learn the importance of computer support and how to apply to the solution of business and related problems in a modern society.

CS 245 Systems Analysis and Design (4)
This course is designed to provide the tools necessary to design and implement computer systems. Students will learn the importance of System Development Life Cycle, Program Life Cycle, and analysis of designs. Students are also introduced to computer-related occupations and learn the importance of network and how to apply to the solution of business and related problems in a modern society. Prerequisite: CIS 101.

CS 246 Introduction to Networking (4)
This course is designed to provide the tools necessary to design and implement computer systems. Students will learn the importance of System Development Life Cycle, Program Life Cycle, and analysis of designs. Students are also introduced to computer-related occupations and learn the importance of network and how to apply to the solution of business and related problems in a modern society.

CS 247 Introduction to Computer Maintenance (4)

Throughout this course the student will begin to learn the technical skills necessary to become an A+ certified technician. These skills will be learned through a series of hands-on lab exercises and review questions designed to teach and improve the PC configuration and troubleshooting skills which are necessary to function as a PC support or help desk technician.

CS 256 Networking II (4)

This course is a continuation of CS 246. The use of hands-on approach and its orientation to real-world situations and problem solving allows students to expand their knowledge of networking. Windows and Novell are the operating systems that will be used throughout the course. Prerequisite: CS 246.

CS 257 Computer Maintenance II (4)

This course is a continuation of CS 247. Throughout this course the student will continue to learn all of the technical skills necessary to become an A+ certified technician. These skills will be learned through a series of hands-on lab exercises and review questions designed to teach and improve the PC configuration and troubleshooting skills which are necessary to function as a PC support or help desk technician. Prerequisite: CS 247.

CS 265 Introduction to 3D Modeling (4)

Throughout this course the student will learn the general concept of 3D solid modeling using SolidWorks. Students will receive an overview of SolidWorks commands, techniques associated with 3D solid modeling. This course will include modeling of mechanical component parts to apply commands and concepts. The processes learned will include part model creation, assembly model creation, part drawing documents, and other modeling features and commands related to 3-D solid modeling. The student will be guided through using a step-by-step approach with examples and detailed instructions on each task to be completed.

CS 270 Computer 3-D Animation (0)

Throughout this course the student will learn the general concept of 3D animation and design. The student will be guided through using a step-by-step approach with examples and detailed instructions on each task to be completed.

CS 282 Introduction to Multi-Media (4)

In this course the student will learn to use the basics of page layout, vector graphics, photo editing, document management, web design, animation, and file management. Students will learn about how to create custom graphics. Students will learn multimedia concepts through hands on activities. Out-of-class computer work will be required.

CS 290 Internship in Applied Computer Science (3)

This course offers 3 credits in a supervised work program. The first-year student is employed in an approved computer occupation. Students will be supervised and rated by the employer and instructor. Students will meet in a weekly class and/or report on a variety of films, readings, or seminars. Prerequisite: Consent of the instructor.

CS 295 Student Project (4)

Students will be assigned a task that will encompass all of the courses taken in their chosen course of study. The task will be determined by a CS faculty member. Arrangements for this course must be made with the CS faculty member prior to enrollment. Out-of-class computer work is required. Requirement: Must be taken in a student's final semester.

Criminal Justice

CRJU 101 Handgun Training (1)

The Handgun Training course is designed to prepare students to obtain a license to carry a concealed handgun. This course covers the safe handling and storage of handguns, as well as strategies for home and personal safety. This training course incorporates classroom instruction with the live firing of a handgun as required by the New Mexico statutory course requirements.

CRJU 102 Introduction to Criminal Justice (3)

An introductory course in the history and philosophy of the United States criminal justice system. The legislative and constitutional framework of the system is covered and each of the major components (the police, corrections and industrial security) is examined. Career opportunities are discussed.

CRJU 141 Criminal Investigation (3)
This course is an introduction to procedures employed in the investigation of criminal offenses, including history, theory, techniques, aids, collection, and preservation procedures which insure the evidentiary integrity. Various interviewing techniques which are utilized in soliciting information from witnesses, victims and persons suspected of criminal activity will be explored. Courtroom evidentiary procedures and techniques will be introduced.

CRJU 202 Criminal Law (3)
This course is an introduction to the various municipal, state, and federal criminal laws which were enacted for the protection of the American populace. Felony as well as misdemeanor crimes will be discussed. In order for the student to obtain a full understanding of criminal law the history and scope of the criminal judicial process will be explored. Prerequisite: CRJU 102.

Defensive Driving

TDC 114 Defensive Driving (.5)
This course focuses on collision prevention through hazard recognition and application of collision-avoidance techniques. In addition, the course addresses common driving violations that result in collisions and how to change driving habits to eliminate moving violations. Throughout the course, participants learn how to recognize both potential and immediate hazards, how to avoid collisions in a variety of driving conditions and how to choose safe and legal driving behaviors. The emphasis is on identifying and choosing safe and legal behind-the-wheel behaviors and actions.

Diesel Technology

DMT 151 Shop Essentials (2)
This course is a comprehensive study of Basic Shop Safety. Topics include the study of Personal Safety, Work Area Safety, Shop Tool Safety, Hazardous Materials, Handling of Hazardous Waste, Shop Records, Hand Tools, Power Tools, Measuring Tools, Manufacturers' Service Publications and Fasteners. This will be a Corequisite course for any new incoming students taking any Diesel courses.

DMT 155 Engine Fundamentals (3)
This course is a comprehensive study of engine fundamentals. Topics include the study of engine terminology, the four-stroke cycle, the two-stroke cycle, the Otto cycle, engine systems and circuits, A history of the modern Diesel engine, definitions and formulas common to the reciprocating engine, power calculations, and assessment of needed power for specific applications.

DMT 156 Diesel Engine Rebuild (3)
This course is a comprehensive study of diesel engine rebuild. Topics include the study of engine power train components, engine feedback assembly, engine housing components, engine lubrication systems, engine cooling systems, engine breathing, engine retarders, engine removal, disassembly, cleaning, inspection and reassembly guidelines. Students will become familiar with the different features of Detroit, Cummins, and Caterpillar engines.

DMT 157 Hydraulic Fundamentals (3)
This course is a comprehensive study of Hydraulic Fundamentals. Topics include the study of hydraulic reservoirs, lines, fittings, and couplers, seals, fluids and filters, pumps, valves, cylinders, motors, accessories, hydraulic circuits, diagrams and symbols, general and preventative maintenance, diagnosis and testing.

DMT 165 Mechanical Fuel Systems (3)
This course is a comprehensive study of mechanical fuel Systems. Topics include the study of chemistry and combustion, diesel fuel systems, hydro mechanical injection principles, hydraulic injector nozzles, port-helix metering injection pumps, detroit diesel mechanical unit injection, caterpillar mechanical unit injection, Cummins PT, rotary distributor pumps, governors, alternate fuels, failure analysis, troubleshooting and diagnoses strategies.

DMT 166 Electricity Fundamentals (3)
This course is a comprehensive study of Electricity Fundamentals. Topics include the study of Atomic Structure and Electron Movement, Conductors and Insulators, Current Flow, Magnetism, Electromagnetism, Electrical Current Characteristics and Sources of Electricity, Electrical Circuits and Ohm's Law, Capacitance, Coils, Transformers and Solenoids, Semiconductors, Diodes, Transistors, Testing Semiconductors, Photonic Devices, Using Electronic Signals, Battery Operating Principles, and Battery Ratings.

DMT 167 Diesel Electronics (3)
This course is a comprehensive study of Electronic Fuel Systems. Topics include the study of Bosch Electronic Distributor and Common Rail Systems, Mack Trucks and V-MAC , Detroit Diesel Electronic Controls (DDEC) Caterpillar ADEM and Volvo VECTRO EUI Systems, Cummins CELECT, Bosch EUP on V-MAC III-E-Tech and Mercedes-Benz, Caterpillar and International Trucks HEUI, Cummins HPI-TP, Cummins Accumulator Pump System and Emissions.

DMT 168 Applied Diesel Electricity and Electronics (3)
Lab experiences in Applied Diesel Electricity and Electronics correspond to material covered in DMT 166 and DMT 167. This course includes analysis and repair of areas and systems and involves use of proper methods, tools, specifications and equipment covered in DMT 166. And this course also includes the proper use of tools, scanners, and other equipment to diagnose the computers, sensors and actuators, along with the repair and adjustment of the computerized, fuel, timing, and emission systems.

DMT 169 Electronic Fuel Systems (3)
This course is a comprehensive study of Electronic Fuel Systems. Topics include the study of Bosch Electronic Distributor and Common Rail Systems, Mack Trucks and V-MAC , Detroit Diesel Electronic Controls (DDEC) Caterpillar ADEM and Volvo VECTRO EUI Systems, Cummins CELECT, Bosch EUP on V-MAC III-E-Tech and Mercedes-Benz, Caterpillar and International Trucks HEUI, Cummins HPI-TP, Cummins Accumulator Pump System and Emissions.

DMT 190 Internship in Diesel Technology (3)
Students in this course receive on-the-job experience in a dealership, national chain service facility or independent repair facility under the direct supervision of the program instructor. Students utilize the skills and knowledge acquired in the previous year. Students will be able to base future employment decisions on the experience received. Note: Students who complete two full semesters of automotive courses and are not employed, may sign up for this course and take it as a Capstone Lab or a combination of each.

DMT 275 Hydraulic Brake Systems (3)
This course is a comprehensive study of Hydraulic Brake Systems. Topics include the study of hydraulic brake fluid, air-over-hydraulic brake systems, hydraulic brake service procedures, hydraulic antilock braking systems, and hydraulic brake system components; master cylinders, hydraulic drum brakes, servo and non-servo types.

DMT 276 Air Brake Systems (3)
This course is a comprehensive study of Air Brake Systems. Topics include the study of air supply circuit, primary circuit, secondary circuit, dash control and the parking/emergency circuit, trailer circuit, foundation brakes, air brake system components, brake system balance, maintenance and safety, assessment, adjustment, troubleshooting brake systems, and brake certification, inspection, and testing.

DMT 277 Suspension Systems (3)
This course is a comprehensive study of Suspension Systems. Topics include the study of leaf spring-type suspensions, equalizing beam suspensions, torsion bar suspensions, air spring suspensions, spring suspension system servicing, equalizer beam suspension system servicing, air suspension system servicing, suspension alignment, cab air suspensions, driver air suspended seats, and ride analysis.

DMT 278 Preventative Maintenance (3)
This course is a comprehensive study of Preventative Maintenance. Topics include the study of setting up a preventative maintenance program, out-of-service or deadlining a vehicle, preventive maintenance scheduling and record-keeping that conforms to federal inspection regulations, lubricants for the engine, transmission, axle, chassis, trailer, and winterizing.

DMT 280 Heating and Air Conditioning (3)
This course is a comprehensive study of Heating and Air conditioning. Topics include the study of basic principles of refrigeration, refrigerant, the refrigeration cycle, air conditioning systems components, safety precautions, performance testing and equipment for A/C system, A/C service procedures, common A/C problems, cab ventilating and heating systems, liquid cooled heating system, and electronically managed climate control.

DMT 285 Diesel Performance and Diagnostics (3)
This course is a comprehensive study of Diesel Performance and Diagnostics. This is a course designed to expose students to a variety of service and repair procedures that represents work typically found in today's

service centers. A strong emphasis will be placed on diagnostic and troubleshooting procedures.

DMT 286 Manual Transmissions (3)
This course is a comprehensive study of Manual Transmissions. Topics include the study of standard transmissions, gearing, gears, gear train configurations, shift mechanism, lever components, countershaft transmissions, transfer cases, power takeoff unit, transmission servicing, lubrication, PM inspections, removal, overhaul, air shift system, clutches, function, basic components, troubleshooting, maintenance and servicing.

DMT 290 Internship in Applied Diesel Technology (3)
DMT 290 is a continuation of DMT 190 Internship in Diesel Technology. This course provides students with additional hands-on experience under the direction of the program instructor. Prerequisite: DMT 190

Education

ECE 103 Professionalism (2)
This course provides a broad-based orientation to the field of early care and education. Early childhood history, philosophy, ethics and advocacy are introduced. Basic principles of early childhood systems are explored. Multiple perspectives on early care and education are introduced. Professional responsibilities such as cultural responsiveness and reflective practice are examined.

ECE 104 Child Growth, Development and Learning (3)
This basic course in the growth, development, and learning of young children, prenatal through age eight, provides students with the theoretical foundation for becoming competent early childhood professionals. The course includes knowledge of how young children grow, develop, and learn. Major theories of child development are integrated with all domains of development, including biological-physical, social, cultural, emotional, cognitive, and language. The adult's role in supporting each child's growth, development, and learning is emphasized.

ECE 106 Family and Community Collaboration (3)
This beginning course examines the involvement of families and communities from diverse cultural and linguistic backgrounds in early childhood programs. Ways to establish collaborative relationships with families in early childhood settings is discussed. Families' goals and desires for their children will be supported through culturally responsive strategies.

ECE 111 Curriculum Development through Play—Birth Through Age 4 (3)
The beginning curriculum course places play at the center of curriculum in developmentally appropriate early childhood programs. It addresses content that is relevant for children birth through age four in developmentally and culturally sensitive ways of integrating content into teaching and learning experiences. Information on adapting content areas to meet the needs of children with special needs and the development of IFSPs is included. Curriculum development in all areas, including literacy, numeracy, the arts, health, science, social skills, and adaptive learning for children, birth through age four, is emphasized.

ECE 112 Practicum (Birth through Age 4) (2)
The beginning practicum course is a Corequisite with the course Curriculum Development through Play—Birth through Age 4. The field based component of this course will provide experiences that address curriculum content that is relevant for children birth through age four in developmentally and culturally sensitive ways of integrating content into teaching and learning experiences. Information on adapting content areas to meet the needs of children with special needs and the development of IFSP's is included. Curriculum development in all area, including literacy, numeracy, the arts, health, science, social skills, and adaptive learning for children, birth through age four, is emphasized.

ECE 113 Health Safety and Nutrition (2)
This course provides information related to standards and practices that promote children's physical and mental well-being, sound nutritional practices, and maintenance of safe learning environments. It includes information for developing sound health and safety management procedures for indoor and outdoor learning environments for young children. The course examines the many scheduling factors that are important for children's total development, healthy nutrition, physical activity, and rest.

ECE 207 Assessment of Children and Evaluation (3)

This basic course familiarizes students with a variety of culturally appropriate assessment methods and instruments, including systematic observation of typically and non-typically developing children. The course addresses the development and use of formative and summative assessment and evaluation instruments to ensure comprehensive quality of the total environment for children, families, and the community. Students will develop skills for evaluating the assessment process and involving other teachers, professionals, and families in the process.

ECE 209 Introduction to Reading, Language and Literacy (3)

This course is designed to prepare early childhood professionals for promoting children's emergent literacy and reading development. Through a developmental approach, the course addresses ways in which early childhood professionals can foster young children's oral language development, phonemic awareness, and literacy problem solving skills, fluency, vocabulary, and comprehension. This course provides the foundation for early childhood professionals to become knowledgeable about literacy development in young children. Instructional approaches and theory-based and research based strategies to support the emergent literacy and reading skills of native speakers and English language learners will be presented.

ECE 214 Curriculum Development and Implementation—Age 3 (Pre-K) Through Grade 3) (3)

The curriculum course focuses on developmentally appropriate curriculum content in early childhood programs, age 3 through third grade. Development and implementation of curriculum in all content areas, including literacy, numeracy, the arts, health and emotional wellness, science, motor and social skills, is emphasized. Information on adapting content areas to meet the needs of children with special needs and the development of IEP's is included.

ECE 215 Practicum for Curriculum Development and Implementation—Age 3 (Pre-K) Through Grade 3 (2)

The beginning practicum course is a Corequisite with the course Curriculum Development and Implementation: Age 3 through Grade 3. The field based component of this course will provide experiences that address developmentally appropriate curriculum content in early childhood programs, age 3 through third grade. Development and implementation of curriculum in all content areas, including literacy, numeracy, the arts, health and emotional wellness, science, motor and social skills is emphasized. Information on adapting content areas to meet the needs of children with special needs and the development of IEP's is included.

ECE 265 Guiding Young Children (3)

This course explores various theories of child guidance and the practical applications of each. It provides developmentally appropriate methods for guiding children and effective strategies and suggestions for facilitating positive social interactions. Strategies for preventing challenging behaviors through the use of environment, routines, and schedule will be presented. Emphasis is placed on helping children become self-responsible, competent, independent, and cooperative learners and including families as part of the guidance approach.

EDU 110 Introduction to Education (3)

This course provides an overview of the teaching profession. An emphasis is placed on the role of education in society today and the changes that have occurred historically in the field of education due to societal demands. Methods of preparation for teacher certification are also covered in this course.

EDU 222 Structured Observation of Teaching (3)

This course is an introduction to the study and practice of teaching. It is primarily intended for students interested in pursuing a career in teaching. The course involves a theoretical component as well as forty hours of classroom observations. It also includes early field experience in pre-collegiate teaching. This course is required for advancement in the elementary and secondary teacher education programs at most four-year institutions.

English

ENG 102 English Composition (3)

This course covers grammar relative to the sentence and paragraph. Students write essays based on rhetorical models of narration and description, process analysis, comparison and contrast, division and classification, definition, cause and effect, and persuasion or argu-

ment. Students practice critical thinking skills through class discussions and peer reviews. Prerequisite: ENG 100 or appropriate score on the Success/ Assessment Placement Test. (ENGL 1113 - Area I)

ENG 104 English Composition and Research (3)
This course teaches method, form and style for research writing in an academic setting, with a focus on analyzing and responding to rhetorical situations, critical reading and response, and writing source-based arguments. Prerequisite: ENG 102. (ENGL 1123 - Area I)

ENG 105 Writing in the Workplace (1)
This course prepares students from all disciplines to be effective communicators in their chosen professions. Students learn to write and prepare documents, including memos, letters, and recommendations. Revision strategies will be addressed to assure accurate deliverables in the workplace. The class will focus on modern communicative needs required by the extensive use of technology in the workplace. Prerequisite: English 102 is strongly recommended.

ENG 201 Types of Literature (3)
This course is an introduction to one of six literary genres. Subtitles may vary by semesters. The class will focus on either A. Short Story, B. Novel, C. Drama, D. Poetry, E. Science Fiction or F. Wild, Wild, West. The course may be repeated for credit under different subtitles announced in the current course schedule.

ENG 201A Types of Literature: Short Story (3)
This course is an introduction to one of six literary genres. Subtitles may vary by semester. This course may be repeated for credit under different subtitles announced in the current course schedule. Albert Camus said "Fiction is the lie through which we tell the truth." This course will explore the art and form of short fiction. We will investigate the short story's evolution and techniques while analyzing key elements such as plot, setting, character, irony, symbolism and theme. Through reading and discussion of classical and modern stories from America and around the world, students will explore the range and potential for 'speaking truth' is this most accessible form of fiction.

ENG 201B Types of Literature: Novel (3)
This course is an introduction to one of six literary genres. Subtitles may vary by semester. This course may be repeated for credit under different subtitles announced in the current course schedule. This course is an introduction to the genre of the novel. Literary themes may include novels in political, historical, gender, and psychological contexts. Students will analyze the novels in writing using a variety of methods in literary theory.

ENG 201C Types of Literature: Drama (3)
This course is an introduction to one of six literary genres. Subtitles may vary by semester. This course may be repeated for credit under different subtitles announced in the current course schedule. This course will introduce students to drama in the form of several types of plays. Students will investigate these forms, review the history, understand the conventions, and develop ideas about the meaning of texts and the impact of plays and performance art on the world around us. Students will develop their critical reading, thinking, and writing skills through analysis and development of ideas and interpretations of various works through written responses and discussions.

ENG 201D Types of Literature: Poetry (3)
This course is an introduction to one of six literary genres. Subtitles may vary by semester. This course may be repeated for credit under different subtitles announced in the current course schedule. An introduction to the study of poetry, including classical and modern forms. Students will read and consider various literary elements such as rhyme, meter, genre, structure, symbolism, and figurative language. Students will develop their critical reading, thinking, and writing skills through analysis and development of ideas and interpretations of various works through written responses and discussions.

ENG 201E Types of Literature: Science Fiction (3)
This course is an introduction to one of six literary genres. Subtitles may vary by semester. This course may be repeated for credit under different subtitles announced in the current course schedule. This course is an introduction to Science Fiction writers and their works. It includes an overview of the history of the genre and an examination of some of the major themes and trends of the past and present. Some possible themes to be explored include biological, environmental, psychological and technical issues and advances, and how they are portrayed in imaginative

literature. The evolution of social issues such as freedom, responsibility, gender roles, artificial intelligence, and the definitions of life and what it means to be truly human may be examined within the context of selected literacy works.

ENG 201F Types of Literature: The Wild, Wild West (3)
This course is an introduction to one of six literary genres. Subtitles may vary by semester. This course may be repeated for credit under different subtitles announced in the current course schedule. An introduction to the literature, history, and myth of the American frontier, with a focus on comparing the romanticized image of the West in literature and popular culture with the often-harsh reality. Topics will include cultural encounters between Native Americans and settlers, life on the frontier, the impact of the railroads, lawmen and gunslingers, the role of the West in defining the American character, and the popularization of archetypes and cultural icons.

ENG 210 Experiential Learning Portfolio (1)
The primary objective of the course is to identify, articulate, and document experiential learning experiences in the form of a portfolio that can be evaluated for possible college credit towards a degree. Students may be granted credit for work experience, and coursework or training completed outside the traditional college setting, so long as such work or experience covers similar material and concepts.

ENG 211 Introduction to Literature (3)
This course is an introduction to the study and appreciation of literature. Students will examine a variety of literary genres and styles, including the short story, novel, poetry, and drama, as well as mythology, literary terms, basic techniques and styles of each literary form. Students will learn to analyze and evaluate literature and to differentiate certain literary techniques and styles. For English majors and non-majors. (ENGL 2213 - Area V)

ENG 221 British Literature Survey I (3)
This course provides an overview of British literature from Beowulf to the eighteenth century. Readings include representative selections of prose, poetry and drama. The literature is studied in the context of the history and culture of the time in which it was written. Emphasis is on critical reading, writing and class discussion. (ENGL 2413 - Area V)

ENG 233 Professional and Technical Writing (3)
This course will help students understand the nature, importance and extent of communication in business and professional communities. It will assist the student in performing effectively a variety of job related tasks, such as writing memos, descriptions, instructions, reports, proposals, letters and other media. Students will review grammar, usage and mechanics for writers. Prerequisite: ENG 102. (ENGL 2113 - Area I)

ENG 235 Advanced Composition (3)
This course is for students who are striving for fluency, maturity, clarity, and significance in their writing. It is an intermediate writing course that builds on and refines writing skills acquired in ENG 102 and ENG 104. It focuses on non-fiction writing for the professions, business, science, technical fields, academe and/or the popular press. Short works of master writers are studied for ideas, style and structure. Prerequisite: ENG 104.

ENG 268 Workshop in English: Creative Writing (1-3 cr)
Various topics are presented as announced in the current course schedule. The course may be repeated for credit under different subtitles. Topics may include workshops in creative writing (fiction, poetry or drama), preparation for publication, or grammar, syntax and diagramming. Specific topics will be announced in the current course schedule.

ENG 268A Workshop in English: Grant Writing (3)
Various topics are presented as announced in the current course schedule. The course may be repeated for credit under different subtitles. Topics may include workshops in creative writing (fiction, poetry or drama), preparation for publication, or grammar, syntax and diagramming. Specific topics will be announced in the current course schedule.

ENG 268B Workshop in English: Creative Writing (3)
Various topics are presented as announced in the current course schedule. The course may be repeated for credit under different subtitles. Topics may include workshops in creative writing (fiction, poetry or drama), preparation for publication, or grammar, syntax and diagramming. Specific topics will be announced in

the current course schedule.

ENG 268C Workshop in English: Portfolio Design (3)
Topics may include workshops in creative writing (fiction, poetry or drama), preparation for publication, or grammar, syntax and diagramming. Specific topics will be announced in the current course schedule. The course may be repeated for credit under different subtitles. Prerequisite: ENG102.

ENG 269 Creative Writing (3)
An introduction to the craft of creative expression through writing. Topics may include techniques for specific genres (fiction, poetry or drama), finding inspiration, work ethic and scheduling. preparation for publication, and tricks to defeat procrastination. Specific topics will be determined by the interests and make-up of individual course sections. Students may read quality examples of fiction, non-fiction, poetry, and plays as models to develop their own creative writing skills. Students will complete formal projects to generate a substantial body of creative work by the end of the semester. This course may be repeated for credit under different subtitles announced in the current course schedule. .

ENG 270 Southwest Literature (3)
This course explores literature by resident authors in the Southwest since 1850. The course explores writings by visitors to the Southwest, as well as the social institutions of the region revealed in novels, plays, and poetry. We will consider the three main sources and traditions within Southwest Literature: the Native American, the Hispanic/Chicano, and the Anglo-American (settlers, tourists, and developers). (ENG 2713 - Area V).

ENG 271 Women in Literature (3)
This course explores unique and surprising portrayals of women in literature beginning from the time of the ancient Greeks, through Medieval, Renaissance, and Victorian periods, ending with Modern Twentieth Century women.

ENG 275 The Motion Picture (3)
This is an introductory film class involving analysis, discussion and writing about films. Emphasis is placed on the relationship between films and the literary works from which they are made. Students explore the literary, cultural and technical influences of film. The course provides students with an opportunity to view and critique selected films with attention to composition and final impact.

ENG 289 Independent Study in English (3)
This course provides the student an opportunity to pursue an independent study or research project concerning a topic of interest. The topic will be chosen by the student in consultation with a faculty member. Subjects that could be covered by an independent study can either be extensions of topics covered by other classes or include subjects that are not covered by the current curriculum. Prerequisites: ENG 102 and ENG 104 and consent of instructor. can either be extensions of topics covered by other classes or include subjects that are not covered by the current curriculum. Prerequisites: ENG 102 and ENG 104 and consent of instructor.

ENG 290 Internship in Applied English (6)
This course provides the second-year student an opportunity to gain practical experience doing supervised writing for a word-oriented operation. Possible locations for writing internships could include a newspaper office, a radio station, a print shop, an advertising agency, a museum, federal and state agencies, or private companies. Students will identify learning objectives at the beginning of the internship to be evaluated at the end of the semester. Prerequisites: ENG 102 and ENG 104 and consent of instructor.

ENG 293 Special Topics in English (1-3)
Various topics may be presented as announced in the current course schedule. The course may be repeated for credit under different titles. Topics may include Women Authors, Southwest Literature, Minority Writers and/or specific authors or types of literature.

ENG 299 Capstone Portfolio (1)
This capstone course will utilize the College's rubrics to assess the general education competency (writing, oral communication, information technology, critical thinking, scientific and mathematical reasoning) attainment using student artifacts. A portfolio reflecting best practices will be submitted to a faculty committee for review and evaluation. This course must be completed during the student's last semester prior to graduation.

ESL 099 Beginning English as a Second Language (3)
This course is a beginning level course designed to develop good listening skills and standard pronunciation of English. This course is intended for students whose first language is not English. Beginning English as a Second Language is a prerequisite to ESL 100, Intermediate English as a Second Language.

ESL 100 Intermediate English as a Second Language (3)
Intermediate English as a Second Language is specifically for students whose predominant language is not English. This course is designed to develop greater English communication and grammar skills, including listening, speaking, reading, and writing. Prerequisite: ESL 099.

Farrier Science

FAS 100 Principles of Fabrication (3)
This course presents the principles and techniques of fabricating buckles. Students gain skills in welding, hard and soft soldering, riveting, and overlay. Students also acquire skills necessary in designing buckles along with understanding form and function.

FAS 106 Hoof Care for Horses (3)
This course is a basic overview of hoof care designed for horse owners. Topics include hoof management involving nutrition, foot care manners, trimming & shoeing, horseshoe selection, and nail selection.

FAS 107 Artistic Silversmithing (3)
This laboratory-oriented course is designed for either student who has a desire to enhance their forging skills. Students are allowed to select and practice the forging or blacksmithing skill of their own choosing.

FAS 108 Engraving I (3)
This course is designed for introductory level engraving on precious and non-precious metals. This course consists of understanding the theory and practice of hand and power assist engraving on spurs and jewelry.

FAS 109 Bit and Spur Making (3)
This course is designed for intermediate level spur making including the overlay and engraving of silver. This course consists of understanding the theory and practice metal cutting, shaping and welding in order to build one pair of spurs. Lab will consist of design and completion of a pair of spurs.

FAS 111 Horseshoeing Theory I (3)
This course is classroom oriented and designed to present the principles of horseshoeing. A variety of horseshoeing principles are studied (hoof balance, foot biomechanics, and physiological shoeing), as well as gaits of horses. A study of types and uses of horses is also reviewed. It is recommended that FAS 111 be taken concurrently with ANSC 151.

FAS 112 Horseshoeing Theory II (3)
This course is more advanced than FAS 111 and is designed to present more advanced principles of horseshoeing. Shoeing to change gait faults and the principles of functional hoof balance are covered. Specialty shoeing needs of horses are also presented along with the principles of shoeing various types and uses of horses. Prerequisite: FAS 111.

FAS 121 Horseshoeing Lab I (3)
This course presents the principles and techniques of shoeing sound horses. From trimming feet to shaping shoes to nailing shoes on, students gain experience by working on horses. This laboratory-oriented class takes a field approach with students trimming and shoeing horses at the college and at local ranches. It is recommended that this course be taken concurrently with FAS 111.

FAS 122 Horseshoeing Lab II (3)
This course covers advanced horseshoeing principles and techniques. Shoeing to correct conformational and gait faults is practiced and learned through hands-on experience. Assessment of horses in various gaits and shoeing to change functional hoof balance are addressed. It is recommended that this course be taken concurrently with FAS 112. Prerequisite: FAS 121.

FAS 131 Blacksmithing I (3)
This course presents to students concepts, skills and techniques utilized in blacksmithing and forging. Techniques in forging tools and horseshoes with several toe and heel modifications are addressed in this laboratory-oriented class. Students will gain hands-on experience in this course as they learn the art of shaping shoes.

FAS 132 Blacksmithing II (3)
This course presents advanced principles and techniques used in blacksmithing. Students forge a variety of projects to learn and enhance blacksmithing skills. The projects involve several advanced techniques that should help students forge tools, shoes, and specialty projects. These techniques are used to forge a variety of specialty shoes for horses. Prerequisite: FAS 131.

FAS 171 Specialty Horseshoeing I (3)
This course is designed for students who are certificate seeking and do not wish to enroll in general education courses. This course will provide additional experience in horseshoeing through hands-on learning. This is a laboratory-oriented course providing students with additional time to practice their horseshoeing skills. Some forging techniques will be utilized in this course.

FAS 190 Internship in Applied Farrier Science (3)
This course is designed to provide on-the-job work experience and allow the student to apply skills and knowledge. Students gain this experience by working under the direct supervision of a practicing farrier. Application of technical skills, business management, and customer relations are realized in this course. The applied internship can be done Fall or Spring semester or during the Summer session.

FAS 200 Certification Preparation (2)
This course is designed to help students prepare for certification examinations of national associations. The written, forging and shoeing exams at each level will be covered according to the level the students are preparing for. This course will utilize both lecture and field approaches to preparation. Both full-time Farrier students and farriers in business would benefit from this course.

FAS 207 Jewelry Making (3)
This course is designed for an introduction to basic jewelry making. The students will learn to make several types of jewelry in the Western style including, rings, bracelets, pendants and earrings. Students will learn to use a jeweler's saw to cut out pieces from precious metals, soldering and joining techniques, basic stone setting, metal forming, polishing and engraving of precious metals. Lab will consist of design and completion of one or more pieces of jewelry.

FAS 208 Artistic Silversmithing – Engraving (3)
This course is designed for mid-level engraving on precious and non-precious metals. This course consists of understanding the more advanced methods of hand and power assist engraving on spurs and jewelry. Prerequisite: FAS 108.

FAS 223 Farrier Science Therapeutics (3)
This laboratory-oriented course is designed to provide students with the knowledge, skills, and techniques of trimming and shoeing horses with common pathological conditions, including laminitis and navicular syndrome. The assessment of lame horses and application of therapeutic shoes will be discussed, demonstrated, and practiced. It is recommended that this course be taken concurrently with FAS 233. Prerequisite: FAS 121.

FAS 224 Farrier Science Specialty (4)
This course is designed to be a capstone course for Farrier Science, focusing on specialty and therapeutic work. Both shoeing and forging will be implemented into this laboratory-oriented course. Preparation for the American Farriers Association advanced certification exams will be a part of this course. Prerequisite: FAS 122.

FAS 233 Farrier Craftsmanship Therapeutics (3)
This laboratory-oriented course is designed to instruct students in the craftsmanship of forging therapeutic and pathological horseshoes for common lameness. From measuring the feet to choosing the material for construction in building the shoes, students will practice the processes used to make therapeutic horseshoes. This course should be taken concurrently with FAS 223. Prerequisite: FAS 131.

FAS 253 Lameness Physiology (3)
This course is designed to present a comprehensive approach to biomechanics, pathology, and common lameness of horses. Emphasis is placed on the limb, leg and foot. Dissections of the leg and foot will be conducted by students. Anyone with an interest in doing veterinary referral work should benefit from this class. Prerequisite: ANSC 151.

FAS 262 Advanced Bit Design (0)
This course is designed for entry level bit making. The following topics will be covered-leverage, purchase, lever-

age-purchase ratio, Mullen and mouthpiece design and placement. Students will also be introduced to tig welding techniques. By course end, students will have made one Bayer's style leverage bit, one loose jaw leverage bit, and one snaffle bit.

FAS 263 Advanced Jewelry Fabrication (3)
This course presents the principles and techniques of fabricating Western style jewelry. Students gain skills in welding, hard and soft soldering, riveting, stone setting, and overlay. Students also acquire skills necessary in correctly designing jewelry items along with understanding form and function. Prerequisite: FAS 107 and FAS 109.

FAS 264 Advanced Engraving Techniques (3)
This course is designed for advanced level engraving on precious and non-precious metals. This course consists of understanding the more advanced methods of hand and power assist engraving on spurs and jewelry. Prerequisite: FAS 208

FAS 289 Independent Study in Farrier Science (2)
This course is designed to give students experience in developing, conducting and writing a small research project. Special topics or problems related to horseshoeing will be considered for projects. Students should gain detailed insight into a topic that is of particular interest to them. The requirements for this course are completed on an arranged schedule.

FAS 290 Internship in Applied Farrier Science (3)
This course is designed to provide on-the-job work experience and allow the student to apply skills and knowledge. Students gain this experience by working under the direct supervision of a practicing farrier. Application of technical skills, business management, and customer relations are realized in this course. The applied internship can be done Fall or Spring semester or during the Summer session.

FAS 293 Special Topics in Farrier Science (3)
This is an advanced special topics course for students who desire to gain additional laboratory time. This is a laboratory-oriented course allowing students extra time to practice techniques and build their skills in horseshoeing. Horses will be worked on as available and some forging techniques will be utilized.

FAS 294 Special Topics: Fabrication (3)
This course is a comprehensive study in fabricating of the many ornamental trapping used in western culture. Fabricating rope borders, three piece buckle sets, advanced Conchos and other such items will be taught. Students will also gain knowledge in tig welding and high temperature solders and the subsequent cleanup of fabricated items. Upon course completion, students will have gained all the necessary skills in the fabrication of all high-end ornaments and devices used and worn by individuals in western culture.

Foreign Language

FR 101 Introduction to French Culture and Language I (4)
This first French language course is deigned to immerse students in French culture via a romantic comedy filmed in France. This course also contains photos, cartoons, graphics, film clips, interviews, and excerpts from television and advertising drawn from the French-speaking world.

FR 102 Introduction to French Culture and Language II (3)
This second French language course is a continuation of Introduction to French Culture and Language I and is designed to immerse students in French culture via a romantic comedy filmed in France. This course also contains photos, cartoons, graphics, film clips, interviews, and excerpts from television and advertising drawn from the French -speaking world.

SPAN 100 Introduction to Spanish (3)
This course is designed for individuals with no experience in Spanish. It introduces the student to the sound system, pronunciation, and basic vocabulary necessary for communication in Spanish. This course is recommended for students who have had no previous exposure to Spanish or to the study of another foreign language.

SPAN 101 Beginning Spanish I (3)
Spanish I is a beginning-level course which introduces the student to the phonetical system, pronunciation, vocabulary, and grammar necessary for communication in Spanish. Various Spanish-speaking cultures are introduced. Two hours of lab work per week are required. (SPAN 1113 - AreaV)

SPAN 102 Beginning Spanish II (3)
Beginning Spanish II is a continuation of Spanish I involving further study of the structure of the language as well as extensive oral and written practice. Improvement of conversational skills is a major goal, although reading and writing are also stressed. Prerequisite: SPAN 101. (SPAN 1123 - AreaV)

SPAN 201 Intermediate Spanish I (3)
Intermediate Spanish I presents a varied selection of short stories by contemporary authors from different parts of the Spanish-speaking world. The course reviews grammar and syntax and focuses on vocabulary building by means of intensive and extensive readings and writings. Prerequisite: SPAN 102.

SPAN 202 Intermediate Spanish II (3)
Intermediate Spanish II is a continuation of Spanish 201 and consists of a varied selection of short stories by contemporary authors from different parts of the Spanish speaking world not studied in Spanish 201. The focus of the course is primarily on language acquisition, reading comprehension, and communicative competence both orally and in written form. Prerequisite: SPAN 102.

SPAN 293 Special Topics in Spanish (1-3)
This course varies in topics as selected by the instructor. The course may be repeated for credit as long as the topic differs. Topics will be as announced in the current course schedule. Prerequisites: SPAN 101 and SPAN 102 or consent of instructor.

Forensic Science

FOR 124 Introduction to Forensic Science (4)
This course introduces the student to Forensic science as a practical application of science to matters of the law. In this class the student will study the basic techniques of forensic science, such as DNA fingerprinting, the classification of illicit drugs, the preservation of evidence, crime scene investigation and many other laboratory and field techniques such as the detection of art forgery, investigation of fire and explosions, and ballistic. Each subject is accompanied by practical exercises and lab work.

Geography

GEOG 101 Introduction to Human Geography (1)
This course presents an introduction to cultural aspects of the distribution of the human race. Students will learn about the similarities and differences between cultures throughout the world and how these relate to the natural world. Topics that will be discussed include population patterns, language, religion, ethnicity, agriculture, industry, urban patterns and resource problems.

GEOG 110 World Regional Geography (3)
This course introduces students to the geographical foundations of development and underdevelopment in the modern world. It also stresses the contribution that the study of geography can make to environmentally and culturally sustainable development. Students will be exposed to fundamentals of geography as well as a survey of the major regions of the world.

Geology

GEOL 101 Introduction to Rocks and Minerals (1)
This course is an introduction to the characteristics and the formation of the three main types of rocks, the rock-forming minerals, and important ore minerals. An outline of Plate Tectonics (Continental Drift) will give students the basis to understand how many of these rocks and minerals form. In laboratory exercises, students will gain practice in describing and identifying hand-specimens of the main types of rocks and minerals.

GEOL 111 Introduction to Field Paleontology (4)
This course introduces the basic field and laboratory techniques utilized in the study of fossils (paleontology). Students gain extensive practical experience of collecting and processing fossils with an emphasis on vertebrate fossils. Laboratory and curatorial work will be conducted at the Mesalands Community College's Dinosaur Museum.

GEOL 118 Paleontology Field Exploration (4)
This class is conducted in cooperation with the Cottonwood Gulch Foundation, Albuquerque, and designed for students between 15 and 19 in age. Students will live at a scientific base camp in the wilderness while excavating

fossils and learning about ancient environments and their inhabitants. The course introduces the basic field techniques utilized in study of fossils (paleontology) and rocks (geology). Students will gain extensive practical experience of collecting and processing fossils, with an emphasis on vertebrate fossils. They will also engage in a variety of independent field and research projects, such as prospecting techniques for fossils, studying preservation of fossils, studying rocks and interpreting their formation, or constructing and interpreting maps.

GEOL 120 Paleontology Field Discovery (4)
This course provides a week-long experience of excavating fossils and processing them in a museum. Student will prospect for and learn to excavate dinosaur-age vertebrates in the Quay County area. Basic laboratory methods and preparing field specimens will be studied in the Natural Science Laboratory at Mesalands Community College's Dinosaur Museum. Students will learn about the local rocks and age determination, and they will also study the major groups of fossil vertebrates found in this area.

GEOL 122 Paleontology Field Exploration (4)
This course presents a seven-day overview of the basic field, laboratory and museum methods used in the study of fossils. Students will follow the whole process from digging a fossil from the ground, through cleaning and stabilizing to cataloging it in the Mesalands Community College's Dinosaur Museum. Included is a trip to a site rich in dinosaur footprints and hands-on experience in molding and casting fossils.

GEOL 124 Triassic Vertebrate Practicum (1-4)
This course provides an introduction to excavating fossils and processing them in a laboratory setting combined with the study of vertebrate fauna from the Late Triassic epoch. Students will prospect for and learn to excavate vertebrate fossils from the Upper Triassic in eastern New Mexico. Basic laboratory and preparation methods for field specimens will be practiced in the Natural Science Laboratories at Mesalands Community College's Dinosaur Museum. In lectures, practical demonstrations and researc h projects, students will explore aspects of the anatomy, systematics, evolutionary relationships, and paleobiology of the principal groups of Late Triassic vertebrates.

GEOL 125 Dinosaurs (4)
This course is designed to introduce the student to the evolution and ecology of dinosaurs. Students will gain knowledge of the main features of the evolution of dinosaurs, and their diversity and ecology. Other topics covered will be the origin of birds, the possibility that dinosaurs were warm-blooded, and dinosaurs in the media.

GEOL 141 Introduction to Environmental Science (4)
Introduction to Environmental Science presents an overview of Earth's environmental problems as a result of human interactions with the natural world and discusses possible solutions. The topics explored in this class include: environmental interrelationships, philosophical and economic issues, principles of ecology, sources and use of energy, impact of human activities on natural ecosystems, and the major types of pollution.

GEOL 151 Physical Geology (4)
Physical Geology is the standard first semester class in all geology programs. The course presents an overview of the internal and external physical processes of the Earth including: basic internal structure and processes of the Earth; external processes that shape the surface of the Earth; identification and origin of rocks and minerals. Laboratory exercises and field trips emphasize the rich geological heritage of the area. (GEOL 1114 - Area III)

GEOL 152 Historical Geology (4)
Historical Geology presents an overview of the physical and biological evolution of the Earth. The course includes information on major geological processes and how they have interacted through time with the evolution of life. This course provides a history of the Earth as revealed by the rock and fossil records. Prerequisites: GEOL 151, GEOL101, or instructor consent. (GEOL 1214 - Area III)

GEOL 175 Natural Hazards (4)
This course provides an overview of natural earth processes that are hazardous to mankind. Topics covered will include a variety of hazardous processes including geological processes (earthquakes, volcanoes, floods, mass wasting), climatic events and other mis-

cellaneous hazards (extraterrestrial impacts, population explosion, fire).

GEOL 190 Internship in Geoscience (1-10)
This course provides the freshman student the opportunity to gain practical experience while working for a geologically oriented operation. Examples of possible locations for internships could include natural history museums, federal or state agencies or private companies. Students will identify learning objectives at the beginning of the internships that will be evaluated at the end of the semester. This class may be repeated for credit. Prerequisite: GEOL 151 or consent of the instructor.

GEOL 205 Theory and Praxis of Museum Science (4)
This course presents a broad spectrum of theories and practices used by museum professionals. The major theme of the course is to introduce students to useful methods for care, preparation, and conservation of museum collections. The course also considers the importance of knowledge of federal and international laws that govern museums; professional ethics; the importance of collection management; exhibitions and interpretation; and museum curatorship. All topics include practical assignments conducted in conjunction with Mesalands Community College's Dinosaur Museum and Natural Sciences Laboratory.

GEOL 210 History of Life (4)
This course presents an overview of the evolution and diversity of life on Earth. Students will study the main features of the evolution of the principal organisms on Earth (including plants, animals and microorganisms) and the evolution of ecosystems. Prerequisite: BIOL 113 or GEOL 151 or consent of the instructor.

GEOL 220 Geology of the Southwest (4)
This course familiarizes the student with an overview of the geology of the southwestern United States. Students learn about the geological processes that led to the development of the American Southwest and also about the fossil record of this region. Prerequisite: GEOL 151, GEOL 152 or consent of the instructor.

GEOL 230 Environmental Geology (4)
Environmental Geology presents an overview of the ecosystem of the earth, with an emphasis on physical processes, and man's impact upon it. Topics will include the geological aspects of the earth's ecosystem, the geological resources of the earth and the problems of waste disposal and pollution. Prerequisite: GEOL 151 or consent of instructor.

GEOL 235 Research in Natural Sciences I (2)
The purpose of this course is to give students exposure to authentic laboratory environments and the practical application of the scientific method. Students will design and conduct a research project and present the results in a professional venue. Research topics may be selected from any area of STEM-H (Science, Technology, Engineering, Mathematics and Health). GEOL 235 also includes study of scientific literature, applying the case study method in scientific research, practical use of software for research and presentation (Photoshop, PowerPoint, Excel), studying of topics relevant to the area of study, and practicing oral and written presentations. Prerequisite: One laboratory science course and consent of instructor.

GEOL 236 Research in Natural Sciences II (2)
GEOL 236 is the second part of a research course designed to give students exposure to authentic laboratory environments and the practical application of the scientific method. Students will continue to conduct and finalize a research project, prepare a written or oral presentation, and present the results in a professional venue. GEOL 236 also includes basic statistics, study of topics integral or related to the area of study, application of computer programs relevant to the area of study and the medium of presentation, and practicing oral or written presentations. Prerequisite: GEOL 235 or one laboratory science course, and consent of instructor.

GEOL 251 Meteorology and Global Environmental Change (2)
This course is an introduction to the Earth's atmosphere, climate change, and the interactions between climate and the global environment. Basic physical principles, meteorological terminology, societal impacts, weather analysis, and global environmental changes are explored over a wide time scale. Prerequisite: GEOL 141, or GEOL 151 (or equivalent college-level science course), or consent of instructor.

GEOL 270 Invertebrate Paleontology (4)
This course covers the diversity and evolution of invertebrate animals. Topics will include the origin, classification and diversity of invertebrates, evolution of the major groups and aspects of the paleoecology and taphonomy of invertebrates. Laboratory and field trips will emphasize local fossils. Prerequisite: GEOL 152.

GEOL 280 Vertebrate Paleontology (4)
Vertebrate Paleontology presents an overview of the diversity and evolution of vertebrate animals. Students will cover the principal kinds of vertebrate fossils, the main features of the evolution of vertebrates and the principles of the paleoecology and taphonomy of vertebrate fossils. Prerequisite: GEOL152, or consent of instructor.

GEOL 285 Tracking Dinosaurs (4)
Eastern New Mexico is rich in the fossil footprints from before the age of dinosaurs to after their demise. This course provides an overview of the study of ancient footprints and includes discussion of how to interpret animal tracks, and obtaining information about ancient ecologies from footprints. Prerequisite: GEOL 152.

GEOL 289 Independent Study in Geoscience (1-4)
This course provides the student an opportunity to pursue an independent study or research project concerning a topic of interest. The topic will be chosen by the student in consultation with a faculty member. Subjects that could be covered by an independent study can either be extensions of topics covered by other classes or include subjects that are not covered by the current curriculum. Prerequisites: GEOL 151 and GEOL 152, or consent of the instructor.

GEOL 290 Internship in Applied Geoscience (1-10)
This course provides the sophomore student the opportunity to gain practical experience while working for a geologically-oriented operation. Examples of possible locations for internships could include natural history museums, federal or state agencies or private companies. Students will identify learning objectives at the beginning of the internship that will be evaluated at the end of the semester. This class may be repeated for credit. Prerequisites: GEOL 151, GEOL 152, and one GEOL 200 level (excluding GEOL 289 and GEOL 293).

GEOL 291 Directed Study in Geoscience (1-4)
This course provides the student an opportunity to engage in a study of a subject not covered by the curriculum of the College or not offered during that semester. The subject will be decided by a student in consultation with a faculty member. Subjects that could be covered by a directed study could incl ude any branch of the geosciences. Prerequisite: GEOL 151 and GEOL 152.

GEOL 293 Special Topics in Geology (4)
This course number will be used for geology topics that are not covered in the regular curriculum. Courses will be offered irregularly, based on need and interest, and may cover any area of geology including paleontology and museum science.

Health and Physical Education

HPE 100 Fitness for Life (1)
This self-paced course is designed to allow students the opportunity to stay in shape and live a healthy lifestyle by exercising on a regular basis. The students have an opportunity to use various exercise machines and equipment.

HPE 101 Fundamentals of Soccer (1)
Fundamentals of Soccer provides a history and philosophy of soccer as well as practical applications. The early beginnings and the future of soccer will be discussed. Students will be able to explain and demonstrate the basics of soccer and develop technical skills. This course develops techniques while at the same time offering the student every facet of physical exercise, skill and mental dexterity.

HPE 102 Applications of Tennis (1)
Applications of Tennis will assist students who want to increase their understanding of the physical, mental, and emotional aspects of tennis. The course provides descriptions of physical training techniques, plus useful guidelines of mental and emotional development.

HPE 103 Beginning Swimming (1)
This course is designed for the beginning student who wishes to learn to swim. Emphasis is on learning basic swimming techniques for fun, fitness, health and personal safety.

HPE 104 Swim for Fitness (1)
Swim For Fitness explores the benefits of swimming and assists the student in achieving and maintaining fitness for a lifetime. Development of swimming techniques is the major focus of this course. Included in this course are some obstacles to swimming and their solutions.

HPE 105 Fundamentals of Weight Lifting (1)
Introduces the activity of weight training and focuses on designing and safely implementing a personalized program utilizing free weights and machine exercises to develop a base of general muscular conditioning.

HPE 106 Water Workout (1)
This course introduces the student to water aerobics. Water Workout is designed as a comprehensive water exercise regimen that targets all four major areas of fitness: flexibility, coordination, strength and endurance.

HPE 107 Aerobics: Low Impact (1)
This course provides a practical application to low impact exercising. The emphasis is on injury prevention, health benefits, and weight control. Students will be introduced to rating fitness level and learn to follow routines that focus on arm work to more complicated steps requiring them to move across the floor. Students will be introduced to low-impact movements for developing natural grace and agility.

HPE 108 Aerobics Workout (1)
This course provides basic instruction in cardiovascular exercise utilizing the activity of step aerobics. This course is taught at a beginning level for individuals who have never participated in a step aerobics program.

HPE 109 The Art of Dancing (1)
The Art of Dancing is a course for students who wish to learn to dance or to improve their dancing. Emphasis is on ballroom dancing with techniques for dancing the Fox Trot, Waltz, Tango, Rumba, La Conga, Samba Jitterbug and the Lindy Hop. Students will be introduced to ballroom etiquette, will understand the elements of leading and following, and will be able to tell what kind of dance the orchestra is playing.

HPE 110 Western Square Dance (1)
This course illustrates traditional western square dances. Included in this course is a step by step guide to the framework and the different type of square dances. The focus is not only on technique but in having fun.

HPE 111 Country and Western Dancing (1)
This course illustrates the popular Country and Western Dances, including Country Line Dances. A step by step guide to the framework and the different type of Country dances is provided. The focus is not only on technique but in having fun while learning these dances.

HPE 112 Beginning Bowling (1)
This course acquaints the student with the lifetime sport of bowling. instruction will focus on terminology, equipment selection, basic techniques and scorekeeping, as well as individual evaluation tips. Team competition will be introduced. Emphasis will be placed on having fun while bowling.

HPE 113 The Art of Judo (1)
Judo utilizes body and mind in the development of skills. Emphasis of this course is on the art of throwing and on the art of groundwork which includes holds, locks and strangles. The beginnings and future of Judo will be discussed. Students will learn how to conduct themselves in a proper manner.

HPE 114 Fundamentals of Rodeo (2)
This is an instructional course designed to familiarize students with the rules and regulations associated with competitive rodeo. The exercise and fitness principles and techniques involved in rodeo, as well as injury prevention, are addressed. Participation in competitive rodeo is not required for this course.

HPE 115 Fly-Fishing (1)
This course is for the fly-fishing novice, as well as all fly fishermen wanting to add to their fishing knowledge and techniques. Included in this course are such diversified subjects as fly-tying, nymphs, stream insects, proper wading, tricks for suspicious trout and discussions of fly rods and fly lines.

HPE 116 Learning Golf (1)
Learning Golf is a "how-to-learn" course that is designed expressly for aspiring golfers, both beginners and veterans. The course prepares students to experience a lifetime of ease, enjoyment, and fascination with playing the game of golf.

HPE 117 Walking for Fitness (1)
Walking for Fitness is a course for those who desire an easier, safer, less strenuous and infinitely more enjoyable way to fitness and inner well-being. Students will be introduced to the benefits of walking. They will understand the principle of determining target heart rate and will demonstrate the procedure. Students will be able to calculate average caloric expenditure for various activities and will be introduced to and participate in a basic walking program.

HPE 118 Fitness Yoga (1)
Introduces various techniques of fitness-style Yoga.

HPE 119 Cardio Kickboxing (1)
This course provides basic instruction in cardiovascular exercise utilizing non-contact kick boxing movements (punches, kicks, basic footwork, combinations, etc.). This course is taught at a beginning level for individuals who have never participated in a cardio kickboxing class.

HPE 120 Step Aerobics (1)
Step Aerobics provides students with a cardiovascular workout as well as a weight reduction program. The routine varies between aerobic dance and aerobic workout with the stepper. This provides a total body workout and adds variety to the program. Students will be introduced to the policies for a safe workout and will follow and observe these rules. Students will understand the principle of maintaining target heart rate and demonstrate accurate body movements throughout the routine.

HPE 123 Personal Training Assessment (1)
Under the guidance of a personal trainer, the student will assess their muscular strength, muscular endurance, cardiorespiratory fitness, flexibility and body composition. Based on the assessments, the student and the trainer will design and implement a systematic, goal-oriented exercise program. Follow-up sessions with the trainer will be available. This is an ideal class for those who want to "quick start" into an independent exercise program.

HPE 124 Intermediate Rodeo Techniques (1)
This intermediate level instructional rodeo course addresses techniques used in various rodeo events. Demonstration of the various rodeo events will be given to the students and they will be given the opportunity to use their acquired skills at club practices. Both men's and women's events will be covered.

HPE 125 Intermediate Weight Training (1)
Continuation of HPE 105. Course focuses on the design and safe implementation of an intermediate, periodized resistance/weight training program to improve muscular endurance, hypertrophy, muscular strength, power and peaking.

HPE 126 Weight Training for Women (1)
Introduces in a non-intimidating environment weight training designed for women and focuses on the use of free weights and machines to develop muscle tone, strength and improve bone density.

HPE 127 Introduction to Health and Wellness (1)
This introductory health and wellness course introduces the student to the concepts of physical, mental, and social health. This course addresses topics including fitness, exercise, nutrition, diseases, and intellectual well-being. This course is required for all associate of arts majors.

HPE 128 Individual Health and Conditioning (3)
This self-paced course is designed to allow students the opportunity to stay in shape and live a healthy lifestyle by exercising on a regular basis. The students have an opportunity to use various exercise machines and equipment.

HPE 129 Circuit Training (1)
Offers students a total body workout within a single exercise session. Machine weight training exercises are performed consecutively to tone and strengthen major muscle groups in a fun-filled, musical environment.

HPE 131 First Aid/CPR (1)
The First Aid/CPR course is designed to provide a focused program in basic life support for laypersons who will serve as first responders to potential adult victims of cardiopulmonary arrest at home, at work, and in the community. The primary goal of this course is to provide lay rescuers with the skills they need to respond to common life-threatening emergencies such as respiratory and cardiac arrest and foreign-body airway obstruction.

HPE 132 Pilates-Style Mat Training (1)
This course is designed to introduce students to Pilates-style mat work. The progressive course is designed to train core strength and stability as well as improve flexibility and facilitate relaxation.

HPE 133 Fundamentals of Steer Wrestling (1)
This course provides the student with an overview of steer wrestling fundamentals. This class will study the principles and technique used in steer wrestling. Students will learn safety procedures, identify and use proper safety equipment and fundamental in this course.

HPE 137 Busy Body Bootcamp (1)
This user-friendly boot camp is designed with the busy professional in mind and intended to increase metabolism and strengthen heart health. By using functional movements and core exercises, participants compound warm-up, workout, and cool down into a highly effective hour.

HPE 142 Zumba® I (0.5)
This course is designed to jump start students into Zumba®. Zumba classes feature exotic rhythms set to high-energy Latin and international beats. The Zumba® Program integrates some of the basic principles of aerobic, interval, and resistance training to maximize caloric output, cardiovascular benefits and total body toning. The cardio-based dance movements are easy-to-follow steps that include body sculpting, which targets areas such as gluteus, legs, arms, core, abdominals and the most important muscle in the body – the heart

HPE 143 Zumba® II (1)
This course is designed to introduce students to Zumba®. The Zumba® Program integrates some of the basic principles of aerobic, interval, and resistance training to maximize caloric output, cardiovascular benefits and total body toning. The cardio-based dance movements are easy-to-follow steps that include body sculpting, which targets areas such as gluteus, legs, arms, core, abdominals and the most important muscle in the body – the heart.

HPE 144 Ultimate Frisbee (1)
This course will cover the rules, techniques and tactics involved in playing Ultimate Frisbee while participating in various conditioning and skill-related drills and semi-competitive games.

HPE 145 Fitness for Older Adults (1)
Focuses on individualized, goal-oriented exercise programs for individuals 50 years of age and older based on assessment of muscular and cardiorespiratory fitness. Utilizes weight machines, free weights and stretching activities to improve strength, endurance, range of motion, bone mass, balance, overall well-being and the ability to perform activities of daily living.

HPE 146 Boxing Conditioning (1)
This challenging, non-contact boxing course will cover basic boxing skills (stance and basic footwork, punches, combinations, defensive moves, etc.) as well as participation in general conditioning activities commonly performed by boxers.

HPE 147 Zumba® (TM) Toning (1)
This course is designed to blend body-sculpting techniques and specific Zumba® moves to build a single calorie-burning, strength-training class. Students will learn how to use weighted, maraca-like Zumba™ Toning Sticks during performance of a variety of international dance movements to enhance rhythm, build strength, posture, and tone all the target zones during a safe, controlled routine.

HPE 150 Beginning Rough Stock (2)
This course provides the student with an overview of rough stock riding fundamentals and will provide a basis for subsequent more in-depth rough stock courses. This class will study the principles and technique used in the three rough stock riding events; bareback riding, saddle bronc riding and bull riding. Students will learn safety procedures, identify and use proper safety equipment and fundamental riding techniques in this course.

HPE 151 Intermediate Rough Stock Riding (2)
This course familiarizes rough stock riders with the rules and regulations associated with competitive rough stock riding. Students will become familiar with the rules governing each rough stock event, as well as an understanding of the principals of judging rough stock events. Students will be able to use and demonstrate their skills in scheduled practices. Prerequisite; HPE 150.

HPE 160 Beginning Women's Timed Events (2)

This course provides the student with an overview of women's timed events fundamentals and will provide a basis for subsequent more in-depth women's timed event courses. This class will study the principles and technique used in the three women's timed events; barrel racing, goat tying and breakaway roping. Students will learn safety procedures, identify and use proper safety equipment and fundamental techniques of women's timed events in this course. Student must have passed a pre-participation physical and have proof of insurance on file with Student Affairs.

HPE 161 Intermediate Women's Timed Events (2)

This course familiarizes students with the rules and regulations associated with competitive women's timed events. Students will become familiar with the rules governing each woman's timed event, as well as an understanding of the principals of judging women's timed events. Students will be able to use and demonstrate their skills in scheduled practices. Student must pass a pre-participation physical and have proof of insurance on file. Prerequisite: HPE 160.

HPE 170 Beginning Men's Timed Events (2)

This course provides the student with an overview of men's timed events fundamentals and will provide a basis for subsequent more in-depth men's timed event courses. This class will study the principles and technique used in the three men's timed events; tie-down roping, team roping and steer wrestling. Students will learn safety procedures, identify and use proper safety equipment and fundamental techniques of men's timed events in this course. Student must pass a pre-participation physical and have proof of insurance on file.

HPE 171 Intermediate Men's Timed Events (2)

This course familiarizes students with the rules and regulations associated with competitive men's timed events. Students will become familiar with the rules governing each man's timed event, as well as an understanding of the principals of judging men's timed events. Students will be able to use and demonstrate their skills in scheduled practices. Student must pass a pre-participation physical and have proof of insurance on file. Prerequisite: HPE 170.

HPE 180 Quick Start Fitness Program (1)

Under the guidance of a personal fitness trainer, the student will design and implement a "quick start fitness program" to address identified goals based on health and activity history. This is an ideal class for those who want to "quick start" into an independent exercise program.

HPE 195 Stress Management (3)

This health and wellness course introduces the student to the concepts of reducing stress through time management, breathing/Eastern techniques, and assorted atypical considerations. Students should better identify stressors, develop methods of management, and observe improvements in their home, work/school, and spiritual lives.

HPE 201 Health and Wellness (3)

This course is a "user-friendly" guide to healthful living that encourages students to take proactive stance toward maintaining health, with a focus on the lifestyle components that encourage wellness. It encompasses all areas of health: physical, emotional, social, intellectual, and spiritual.

HPE 208 Strategies of Conditioning (1)

Off-season conditioning program focuses on improving and maintaining speed, agility and quickness (SAQ) in an attempt to improve total body power and athletic explosiveness.

HPE 214 Advanced Rodeo Techniques (2)

This is an instructional course designed to familiarize students with the rules and regulations associated with competitive rodeo. The exercise and fitness principles and techniques involved in rodeo, as well as injury prevention, are addressed. Participation in competitive rodeo is not required for this course.

HPE 216 Applied Golf (1)

Applied Golf is an in depth course that is designed for golfers to look into the different swing mechanics taught by some of the worlds greatest teachers, to analyze their games, to make the needed improvements, and to play the game with the knowledge of the great players of the past and present. This class will prepare the student to evaluate their own game

and the knowledge to make adjustments to improve their game.

HPE 222 Body Sculpting (1)
This muscular conditioning class utilizes hand-held weights and exercise bands to tone, define, sculpt and strengthen major muscle groups in an aerobic setting.

HPE 224 Applied Rodeo Techniques (1)
This is an instructional course designed to familiarize students with the rules and regulations associated with competitive rodeo. The exercise and fitness principles and techniques involved in rodeo, as well as injury prevention, are addressed. Participation in competitive rodeo is not required for this course.

HPE 225 Introduction to Tae-Kwon-Do (2)
This course provides a practical application to the art of self-defense and a means of getting and staying in good physical condition. The emphasis will be on prevention of injury, health benefits, and a means of staying physically fit. Students will be introduced to the art of Karate (Tae-Kwon-Do), a means of striking with the hands and feet. It is not the intent of this class to teach students to be aggressive with others, only a means of self-defense and staying physically fit. Each student will be introduced to stretching exercises required to be able to perform basic punching, kicking, and self-defense techniques.

HPE 226 History of Dance (1)
This course explores the exciting, daring, and dynamic world of dance. There will be a broad, historic overview of the art form. Other topics include the respective roles of the dancer, choreographer and audience. The origins and evolution of the major dance genres will also be explored.

HPE 235 Advanced Weight Training (1)
Continuation of HPE 125. Course focuses on the design and implementation of advanced resistance training programs to improve muscular endurance, hypertrophy, muscular strength, power and peaking. Prerequisite: HPE 125 or consent of instructor.

HPE 243 Zumba® III (1)
This course is designed to give students a more advanced Zumba® experience. Zumba classes feature exotic rhythms set to high-energy Latin and international beats. The Zumba® Rhythms include: Merengue, Salsa, Raggaeton, Calypso, Flamenco, Belly Dancing, Tango, Samba, and much more. Program integrates some of the basic principles of aerobic, interval, and resistance training to maximize caloric output, cardiovascular benefits and total body toning. The cardio-based dance movements are easy to- follow steps that include body sculpting, which targets areas such as gluteus, legs, arms, core, abdominals and the most important muscle in the body – the heart.

HPE 250 Advanced Rough Stock Riding (2)
This course provides the student with advanced level instruction of rough stock riding. The course will cover intermediate level techniques used in used in the three rough stock riding events; bareback riding, saddle bronc riding and bull riding. Students will be able to demonstrate proper safety techniques, injury prevention and intermediate level riding skills. Students will be given the opportunity to use their skills during scheduled classes. Student must pass a pre-participation physical and have proof of insurance on file. Prerequisites: HPE 150 and HPE 151.

HPE 251 Applied Rough Stock Riding (2)
In this course students will apply fitness and wellness concepts involved in competitive rough stock riding events, injury prevention measures, basic injury care, and physical and mental strategies involved in competing in rough stock events as well as the proper techniques involved to be competitive in the three rough stock riding events; bareback riding, saddle bronc riding and bull riding. Student must pass a pre-participation physical and have proof of insurance on file. Prerequisites: HPE 150, HPE 151, and HPE 250.

HPE 260 Advanced Women's Rodeo Events (2)
This course provides the student with advanced level instruction of women's timed events. The course will cover intermediate level techniques used in used in the three women's timed events; barrel racing, goat tying and breakaway roping. Students will be able to demonstrate proper safety techniques, injury prevention and intermediate level women's timed event skills. Students will be given the opportunity to use their skills during scheduled classes. Student mus pass a pre-participation physical and have proof of insurance on file. Prerequisites: HPE 160 and HPE 161.

HPE 261 Applied Women's Rodeo Events (2)
In this course students will apply fitness and wellness concepts involved in competitive women's timed events, injury prevention measures, basic injury care, and physical and mental strategies involved in competing in women's timed events as well as the proper techniques involved to be competitive in the three women's timed events; barrel racing, goat tying and breakaway roping. Student must pass a pre-participation physical and have proof of insurance on file. Prerequisites: HPE 160, HPE 161, HPE 260.

HPE 270 Advanced Men's Rodeo Timed Events (2)
This course provides the student with advanced level instruction of men's timed events. The course will cover intermediate level techniques used in used in the three men's timed events; tie-down roping, team roping and steer wrestling. Students will be able to demonstrate proper safety techniques, injury prevention and intermediate level men's timed event skills. Students will be given the opportunity to use their skills during scheduled classes. Student must pass a pre-participation physical and have proof of insurance on file. Prerequisites: HPE 170 and HPE 171.

HPE 271 Applied Men's Timed Events (2)
In this course students will apply fitness and wellness concepts involved in competitive men's timed events, injury prevention measures, basic injury care, and physical and mental strategies involved in competing in men's timed events as well as the proper techniques involved to be competitive in the three men's timed events; tie-down roping, team roping and steer wrestling Student must pass a pre-participation physical and have proof of insurance on file. Prerequisites: HPE 170, HPE 171, HPE 270.

HPE 293 Special Topics in Health and Physical Education (.5-3 cr)
This course number will be used for health and physical education topics that are not typically scheduled. Course will be offered irregularly, based on need and interest, and may cover any area of health and physical education including both theory and activity courses.

Health Sciences

HS 101 Introduction to Health Sciences (3)
This course introduces students to various health professions and the common knowledge, skills, and professional dispositions necessary for success in the health care field. Students will explore basic concepts in anatomy and physiology, medical terminology, human growth and development, cultural diversity, legal and ethical issues, components of the health care delivery system, roles and responsibilities of health care professionals and educational requirements as they relate to the health care field.

HS 211 Medical Career Exploration (3)
Medical Career Exploration examines the goals of health care and explores the requirements of medical educational programs. This course provides research into educational requirements, desired personal characteristics, job satisfaction, career advancement, employment opportunities, and work hours. Topics discussed are socioeconomics, current and future health care trends, ethical issues, and pharmaceutical use in medicine. Hands-on experience at a medical facility is included as part of the course. Prerequisites: ENG 102 and HS 101.

HS 212 Dental Career Exploration (3)
Dental Career Exploration examines the goals of dentistry and explores the requirements of dental educational programs. This course provides research into career descriptions, career role, educational ladder, safety issues, and career opportunities for dentists. Hands-on experience at a dental clinic is included as part of the course. Prerequisites: ENG 102 and HS 101.

HS 213 Veterinary Career Exploration (3)
Veterinary Career Exploration examines the goals of veterinary medicine and explores the requirements of veterinarian educational programs. This course provides research into career descriptions, career role, educational ladder, safety issues, and career opportunities for veterinarians. Hands-on experience at a veterinary clinic is included as part of the course. Prerequisites: ENG 102 and HS 101.

History

HIST 101 Survey of American History to 1877 (3)
This course traces the development of American principles and ideals from the colonial era through the early national period. Issues in the sectional divergence and the Civil War will be discussed. The course traces the growth of the United States under the Constitution

with emphasis on the European political, economic, social, and religious background; the gaining of independence; and the objectives and accomplishments of the founders of the Republic. (HIST 1113 - Area V)

HIST 102 Survey of American History Since 1877 (3)
This course is a continuation of HIST 101, with emphasis on the growth of urban American labor and agrarian movements, Progressive Era, Imperialism, the Twenties, the New Deal, and historical events through the present. This course also deals with the changes which brought the urban/industrial society of today into being, World Wars I and II, and afterwards. (HIST 1123 - Area V)

HIST 121 Survey of Western Civilization I (3)
This course introduces the Protestant Reformation and birth of the modern world. It also deals with the rise of Absolutism, reactions to the rise in war and revolution, western technology, social and intellectual history, and political trends to the present. The increasing interaction and interdependence of world cultures will be a major theme. (HIST 1063 - Area V)

HIST 122 Survey of Western Civilization II (3)
This course introduces the Protestant Reformation and birth of the modern world. It also deals with the rise of Absolutism, reactions to the rise in war and revolution, western technology, social and intellectual history, and political trends to the present. The increasing interaction and interdependence of world cultures will be a major theme. (HIST 1063 - Area V)

HIST 160 The U.S. and Vietnam 1940-1975 (3)
This course is a survey of the intersection of American and Asian histories in Vietnam. It not only explores the Vietnamese context of the war, but also identifies the reason for United States involvement. The class analyzes the relationship of the war to the foreign policies of the Kennedy, Johnson, and Nixon administrations. Consideration is given to this foreign policy as a representative example of post-World War II United States globalism. In addition, the course examines the relationship of the war to domestic policy and the anti-war movement. It also considers the causes of defeat and the plight of the war's veterans. Finally, it assesses the lessons that were learned.

HIST 203 New Mexico History (3)
This course is a study of New Mexico's Indian, Spanish, Mexican, and American epochs. Topics included are internal development and problems of the state; general cultural, economic and political development; and New Mexico's place in the United States. (HIST 2113 - Area V)

Mathematics

MATH 101 Basic Algebra (4)
This course is an introduction or review of basic algebra. Topics include real numbers and algebraic expressions, equations and inequalities, graphing linear equations, solving systems of linear equations, and an introduction to arithmetic operations of polynomials and factoring polynomial expressions. Prerequisite: A grade of C or better in MATH 100 or appropriate score on the Success/Assessment Placement Test.

MATH 103 Introduction to Graphing Calculators (1)
This is an instructional course designed to familiarize students to the use of graphing calculators and graphing software programs on the computer. The course will give an overview of the mathematical logic, graphing and programming capabilities for one of the family of Texas Instrument calculators (namely the TI 83 or TI 83 Plus) and one or more instructor-selected graphing software programs such as Winplot and Graphical Analysis.

MATH 107 Intermediate Algebra (3)
This course is a continuation of Basic Algebra. Topics include an introduction to function notation and operations with functions, and an introduction to rational, radical, and quadratic expressions and equations. Students will investigate the symbolic, numeric and graphical representations of these functions and their applications. Prerequisite: A grade of C or better in MATH 101 or appropriate score on the Success Assessment/ Placement Test.

MATH 108 A Survey of Mathematics (4)
This course will develop students' ability to work with and interpret numerical data, to apply logical and symbolic analysis to a variety of problems, and/or to model phenomena with mathematical or logical reasoning. Topics include number theory, basic geometry, linear equations and their graphs, statistics and financial literacy. Prerequisite: A grade of C or better in MATH 100, or an appropriate score on a Mathematics Placement Assessment Test.

MATH 110 College Algebra (4)
This course is a study of the properties of functions and transformation of functions with an analysis of their graphs. The types of functions studied include: linear functions, quadratic and polynomial functions, rational functions, and exponential and logarithmic functions. These functions will be used to model data in a variety of applications. Prerequisite: A grade of C or better in MATH 107 or appropriate score on the Success Assessment/Placement Test. (MATH 1113 - Area II)

MATH 112 Trigonometry (3)
This course covers all aspects of analytic trigonometry and analytic geometry in detail. Among these topics are the definitions and graphs of trigonometric and inverse trigonometric functions, harmonic motion, verifying trigonometric identities, law of sines and cosines, multiple trigonometric angle formulas, DeMoivre's theorem and nth roots of complex numbers, vector (addition and multiplication, and equations of the conic sections). Prerequisite: MATH 110 or appropriate score on the Success Assessment/ Placement Test. (MATH 1213 - Area II)

MATH 141 Elements of Calculus 1 (3)
Topics of this first course in calculus will include limits of functions and continuity, and intuitive concepts and basic properties of the following: derivative as rate of change, basic differentiation techniques; application of differential calculus to graphing and minima-maxima problems; exponential and logarithmic functions with applications. Prerequisites: Math 110 and Math 112 with grade C or better or an appropriate score on the Success Assessment/ Placement Test. (MATH 1613 - Area II)

MATH 142 Elements of Calculus II (3)
Topics in this second course of calculus include functions of several variables, techniques of integration, an introduction to basic differential equations, and an overview of infinite series, with applications. Prerequisite: MATH 141 or appropriate score on the Success/ Assessment Placement Test.

MATH 162 Calculus I (4)
Topics of this first course in calculus will include limits of functions and continuity, and intuitive concepts and basic properties of the following: the derivative as a rate of change, using intuitive, numerical and theoretical concepts. Applications of the derivative will be made to graphing, linearization and optimization. The integral as a Riemann sum, the relation between differentiation and integration, and applications of the definite integral will be discussed. Prerequisite: Math 112 Trigonometry with a grade of "C" or better, or appropriate score on the Success Assessment/Placement Test..

MATH 163 Calculus II (4)
Topics of this second course in Calculus will include applications of integration, techniques of integration, logarithmic and exponential equations, and properties of sequences and series. Prerequisites: Math 162 Calculus I with a grade of "C" or better.

STAT 213 Statistical Methods (4)
This is a beginning course in basic statistical methodology, measures of central tendency, variability and association, probability and sampling distributions, estimation of parameters and testing hypothesis, and correlation with applications in the physical, social and biological sciences. Prerequisite: MATH 101 or MATH 108 with a grade of "C" or better, or an appropriate score on the Mathematics Placement Assessment Test. (Physics 1114 - Area III)

MATH 261 Mathematics for Elementary Teachers (3)
This course is designed for students planning to become certified in early childhood, elementary or middle school level education. Problem solving strategies will be developed and integrated throughout, in accordance with the NCTM Curriculum and Evaluation Standards for School Mathematics. Topics include conceptual and relational understanding of the real numbers, including the subsets of whole numbers, integers, rational and irrational numbers, with an emphasis on place value and the associated operations. Topics from numeration systems, number theory, and set theory will be developed as needed, with regular use of manipulatives and technology. Prerequisite: A grade of C or better in MATH 100, or an appropriate score on a Mathematics Placement Assessment Test.

MATH 293A Introduction to MATLAB (3)
This is an instructional course designed to familiarize students to the use of software programs on the computer. The course will give an overview of MATLAB and its graphing and programming capabilities.

Music

MUS 101 Music Appreciation (3)
The Choral Curriculum is designed to offer an opportunity for students to improve vocal techniques and musicality through performance of quality vocal/choral music literature. A variety of musical periods, styles, and vocal techniques will be explored and performed; including art song, classical choral literature, jazz, and Broadway. Student will be provided a solid foundation in pronunciation of five languages: Italian, German, French, Latin, and Spanish. The class is constructed to establish and promote excellence of the choral art, and to develop the individual growth of each student as an independent musician and contributor to the choral ensemble. (Music 1113 - Area V)

Philosophy

PHIL 201 Introduction to Philosophy (3)
This course is an introduction to the elementary problems and history of philosophy, as well as the nature of philosophical inquiry. Topics include classical and contemporary solutions to major philosophical problems, ethics, philosophy of religion and philosophy of science, as well as the basic principles of logic and critical thinking. (PHIL 1113 - Area V)

PHIL 202 Ethics (3)
This course examines contemporary ethical conflicts through highly charged case studies. Students are invited to struggle with real ethical dilemmas as they are given a grounding in the language, concepts, and traditions of ethics. This course also examines the morality and principles of individual and social behavior; contemporary ethical issues are explored. (PHIL 2113 - Area V)

Phlebotomy

PHLB 113 Introduction to Phlebotomy (3)
This course examines the basic concepts of phlebotomy and venipuncture procedures along with anatomy and physiology, medical terminology, medical legal and ethical issues, best practices and quality assurance. The program is designed to provide students with the necessary skills for gainful employment as a phlebotomist, working under the supervision of a clinical laboratory supervisor. The phlebotomist is responsible for the proper collection, processing and testing of blood specimens and various other medical samples in accordance with OSHA safety regulations and standards. Upon successful completion of this program, the student will be eligible for application to the national licensing examination through the American Society for Clinical Pathology (ASCP). Prerequisite or Corequisite: AHS 103 and AHS 101.

PHLB 115L Clinical Phlebotomy I (3)
This Clinical course provides students an environment with multiple opportunities to practice phlebotomy procedures on simulated and actual patients. Prerequisite: AHS 103 and AHS 101. Corequisite: PHLB 113L.

PHLB 116L Phlebotomy Clinical Lab (3)
This course is the clinical portion of your certificate. It will entail going to clinical sites as set up by you and the instructor and obtaining 100 phlebotomy sticks per state requirements. Prerequisites: PHLB 113 and PHLB115L. Corequisite: PHLB 117.

PHLB 117L Special Practices in Phlebotomy (3)
This course examines additional basic concepts of: anatomy and physiology, specialized blood and non-blood collections, specimens and testing, infection control, safety, first aid and personal wellness, career opportunities in clinical and hospital sites, writing resumes and job seeking skills, best laboratory practices and continued quality assurance. Permission required. Prerequisite: PHLB113 and PHLB115L. Corequisite: PHLB116L.

Physics

PHYS 115 Introduction to Physics (4)
This course provides an introduction to the basic ideas and methods of physical science. Topics will include classical mechanics, electricity and magnetism, astronomy, earth science, and chemistry in a nutshell. The broad scope is designed to give the student a taste of all of the physical sciences. Includes laboratory. Prerequisite: MATH 101 or MATH 108 with a grade of "C" or better, or an appropriate score on the Mathematics Placement Assessment Test. (Physics 1114 - Area III)

PHYS 120 Introduction to Astronomy (4)
This course explores the structure and evolution of the Universe. Students will study the Sun and planets in our Solar System, the birth and death of stars, and the evolution of galaxies. There will also be examination of some of the most fundamental questions of existence such as: how did the Universe start and how will it end? and Is there life elsewhere in the cosmos? Laboratory exercises are included.

PHYS 201 College Physics I (4)
This algebra-based course, the first of a sequence of two, is a treatise of classical Newtonian physics. Topics include kinematics, static and rotational equilibria, dynamics, the harmonic oscillator, work and energy, and the three laws of conservation, Emphasis is placed on the development of problem solving ability. Laboratory included. Prerequisite: MATH 101 or MATH 108 with a grade of "C" or better, or an appropriate score on the Mathematics Placement Assessment Test. (PHYS1214 - Area III)

PHYS 202 College Physics II (4)
This algebra-based continuation of PHYS201 includes electromagnetism, DC and AC circuits, electric fields and forces, magnetic forces and fields, inductance and capacitance, induced emf, optics, relativistic effects, and introductory quantum physics. Laboratory included. Prerequisite: PHYS 201. (PHYS 1224 - Area III)

Political Science

PSCI 102 American Politics (3)
This course emphasizes the structure and function of government as described in the Constitution of the United States. There will be discussions of major political ideas, theories, and practices in the meaning and motivation of government. The rise of federalism and of civil rights and liberties will be placed within the context of political history. Information presented will be predominantly focused on United States Supreme Court decisions. There will be discussion of the major political parties that have influenced the political and legislative environment. The executive and judicial branches of government will be also emphasized. (POLS 1123 - Area IV)

PSCI 202 State and Local Government (3)
This course emphasizes the structure and function of government as described in the Constitution of the United States. There will be discussions of major political ideas, theories, and practices in the meaning and motivation of government. The rise of federalism and of civil rights and liberties will be placed within the context of political history. Information presented will be predominantly focused on United States Supreme Court decisions. There will be discussion of the major political parties that have influenced the political and legislative environment. The executive and judicial branches of government will be also emphasized.

Pre-Collegiate Studies

ENG 098 Refresher English (3)
Students in this course will develop their skills in basic written English. Proficiency in writing effective sentences, identifying and correctly using parts of speech are the desired outcomes in this course. Students will also achieve mastery in punctuation and capitalization. Students will develop a rich vocabulary.

ENG 099 Basic Grammar and Usage (4)
This is the beginning level of the pre-collegiate English courses offered at Mesalands Community College. The course offers intensive instruction in writing sentences and paragraphs. The course offers intensive instruction in grammar and usage, including parts of speech, thesis statements, topic sentences, and paragraph development. A writing laboratory is included for learning enhancement.

ENG 100 Basic Writing Skills (3)
This course places emphasis on teaching students to write well-developed, grammatically correct essays. Students learn how to develop topic sentences and write paragraphs and essays that are purposeful, coherently developed, and free of grammatical and usage errors. This course will prepare students for ENG 102

MATH 098 Refresher Math (3)
Students in this course will develop their skills in arithmetic. Proficiency in addition, subtraction, multiplication, and division are the desired outcomes in this course. Students will also achieve mastery in arithmetic functions using fractions, decimals and percentages.

MATH 099 General Math (4)
General Math is designed to prepare the student with the basic math skills needed for a certificate, diploma, entry to higher math, or personal improvement. The course covers addition, subtraction, multiplication, division, exponential notation, order of operations, prime numbers and factoring as related to whole numbers, fractions, decimals, ratio and proportion, percents, business and consumer applications, and statistics. The course is designed to help the student develop numerical skill, enhance mathematical vocabulary, develop estimation and problem solving skills, apply mathematical concepts, and enhance calculator skills. A TI-30Xa SE Calculator is required for this course. Prerequisite: Appropriate score on the Success/Assessment Placement Test.

MATH 100 Developmental Math (3)
Developmental Math is designed to prepare the student with the basic math skills needed for a certificate, diploma, entry to higher math, or personal improvement. The course covers basic math, whole numbers, fractions and mixed numbers, decimals, introduction to algebra and the real number system, ratio, proportion, and percent. The class is designed around a lab/computer classroom where students work with interactive computer software. The developmental math sequence is divided into a series of interactive modules where each student is able to progress at their own individual rate following mastery of skills required in each module. Prerequisite: Placement in class is determined by appropriate score on a Mathematics Placement Assessment Test.

MATH 100L Developmental Math Lab (1)
Math 100L is a co-requisite with Math 100, Developmental Math. This is the lab component that accompanies the Developmental Math class. Students will work in an instructor monitored computer lab where they will cover the modules of basic math, whole numbers, fractions and mixed numbers, decimals, introduction to algebra and the real number system, ratio, proportion, and percent. Students will work with interactive computer software. Corequisite: Math 100

RED 099 Fundamentals of Reading and Vocabulary Development (4)
This pre-collegiate course is designed to develop vocabulary skills including: compound words, root words, prefixes and suffixes, synonyms, antonyms, homonyms and idioms. This course also covers fundamental reading skills including details, events and sequences, main idea, causes and effects, conclusions, character analysis, author bias and viewpoint, techniques of persuasion, and techniques of writing, such as similes, metaphors, hyperbole, and personification. A lab is included for reading enhancement on Plato and EDL systems in the Educational Services Center.

RED 100 Basic Reading Skills (3)
This pre-collegiate course is designed to improve reading skills by emphasizing word attack, comprehension, vocabulary, reading rate, reference skills, following directions and listening skills. The course provides the student with reading practice and critical thinking skills leading to sufficient skills to meet college reading demands. (The course will not apply toward reading certification endorsement.) Prerequisite: ENG 099 or appropriate score on the Success Assessment/Placement Test.

Psychology

PSY 101 Introductory Psychology (3)
Students are introduced to psychology as a science that includes the study of behavior and mental processes in humans and other animals. Topics surveyed include history, research methods, brain and behavior, psycho-pharmacology, learning, memory, personality, psychological disorders, therapy, and social psychology. (PSYC 1113 - Area IV)

PSY 102 Human Relations (3)
Students are introduced to psychology as a science that includes the study of human relations, using various theories of personality and group dynamics. Topics surveyed include psychology of self, personality theory, parenting, life span development, learning, therapies, and psychological disorders.

PSY 104 Growth and Development (3)
This course is a study of the stages and processes of the development of the human, from conception to adulthood. Emphasis is placed upon pertinent research and practical applications. Historical and cultural factors that influence basic assumptions, methodologies, theories, and concepts, are examined to provide students with a more critical perspective from which to evaluate current theories and research.

PSY 134 Psychology of Adjustment (3)
This course explores a study of the dynamics of human behavior from a life adjustment approach. Representative topics will include conceptions of the self, theories of human development, psychosomatic disorders, interpersonal relationships including human sexuality, and disorders of the self.

PSY 200 Drugs and Behavior (3)
The purpose of this course is to introduce students to the theories, research, and research techniques concerned with the action of drugs on the brain, and subsequent behavior in man and other animals.

PSY 202 Abnormal Psychology (3)
This course examines a range of psychological disorders, including anxiety disorders, personality disorders, sexual disorders, mood disorders, schizophrenia, and organic mental disorders. Also covered in this course are substance abuse, childhood disorders, stress-related disorders, and psychological factors in physical illness. This course reflects current thinking that abnormal behavior can be understood from a combination of biological, psychological, and social points of view.

PSY 205 Principles of Treatment (3)
This course involves studies of the various treatment approaches used with alcohol and drug abusers with an emphasis on the principles that govern their effective application. There will be a focus on Intervention, Assessment, and Treatment Plan Development with the substance abuser resulting in meaningful change and a better quality of life.

PSY 206 Prevention of Drug and Alcohol Abuse (3)
This course examines effective programs and strategies used in the schools and in the community that prevent substance abuse and related problems. Emphasis is on how to design an appropriate, effective prevention program in either the schools or the community, which will prevent or reduce the incidence of drug or alcohol abuse in a particular high-risk population.

Range Science

RGSC 100 Introduction to Plant Science (3)
This introductory course in plant science addresses the fundamentals of agricultural plants with emphasis on nature, the environment and strategies of crop production. Emphasis on the ecological process for sustainable plant development will be explored as well as the identification of agricultural plants.

RGSC 294 Range Management (3)
This course familiarizes the student with practical problems and solutions in managing pasture and range lands, including studies of vegetation, maintenance, production, reseeding and control of poisonous plants. Methods of handling livestock on the range and utilization of the forage are studied.

Religion

REL 101 Old Testament (3)
The introductory course in religion concerns the history, literature and teaching of the Old Testament. Topics include the creation story, biographical study of the patriarchs, and overview of the Pentateuch and Hebrew Law, the history of the judges and the prophets, and the special relationship of the Israelites with God. Poetical literature of the Old Testament will also be surveyed.

REL 103 New Testament (3)
This introductory course in religion concerns the history, literature and teaching of the New Testament. This course will have an emphasis on the teaching and life of Christ, the beginning of the early Christian church, the issues and problems encountered, and the influence of the Apostle Paul on the development and spread of Christianity.

REL 211 Acts of the Apostles (3)
This course presents an academic study of the Biblical New Testament book of The Acts of the Apostles", with a focus on history and geography. Students will explore the origin, nature, vitality and expansion of the New Testament Church during the first century. Students will learn of the work of the Apostle Peter and

other early Christian leaders in Palestine, the missionary journeys of the Apostle Paul, and the spread of early Christianity beyond Palestine.

REL 231 History of the Christian Church (3)
This course is designed to be an overview of the history of Christianity from its inception to the present. There will be a focus on how philosophical thought and religious belief pre-determine societal stability, values and morals, as well as influencing the individual level of self-worth.

REL 293A Special Topics: Beliefs and Believers (3)
In this course the student develops an understanding of what they believe and why they believe it. The student will gain some initial exposure to the religious systems of major world religions: Hinduism, Buddhism, Taoism, Confucianism, Judaism, Christianity, and Islam – as well as systems of belief which are outside the scope of what are deemed to be mainstream religious institutions, such as new age religions, neo-paganism, and "civil" religion.

Social Welfare

SW 218 Introduction to Social Welfare (3)
This is an introductory gerontology course for This course critically examines the approach to human service delivery and the many social welfare issues facing the United States, the Southwest and New Mexico. The social work professional mission, philosophy, ethics values, diverse fields of practice and ethnic-cultural perspectives will be explored via field visits, observations, interviews and guest speakers. For social work majors, the course provides a foundation for the completion of their program of study. For non-majors, it provides information and experiences which can delineate a more informed response to social problems.

SW 290 Internship in Social Welfare (3)
The purpose of internship in social welfare is to render students the opportunity to apply classroom knowledge to practice. Toward that end, the internship requires students to be placed with a community agency. In their respective agency placement, students are expected to demonstrate social work skills, knowledge, and values in working with individuals, groups, families and communities. The internship can be done Fall or Spring semester or during the Summer session. Prerequisite: SW 218.

Social Work

SOC 100 Framework for Change (1)
A Framework for Change is a -based training series designed for men and women who face the challenge of overcoming a substance-abuse problem. The series provides a framework of concepts and techniques that focus on the underlying barriers to recovery. A Framework for Change provides critical thinking skills that assist the participant in making lifestyle changes that are necessary for long-term recovery. Prerequisite: Sentenced by the courts.

SOC 101 Introductory Sociology (3)
This course introduces the student to basic concepts, issues, and theories taken from contemporary sociological research. Emphasis is given to a macro sociological orientation highlighting such topics as social stratification, groups and organizations, social institutions, and social change. (SOCI 1113 - Area IV)

SOC 103 Cultural Diversity (3)
This course examines, from a theoretical and experiential social work perspective, the personal behaviors and institutional factors that have led to oppression of ethnic minorities and various cultural groups. Attention is given to discriminatory practices as related to sex, age, religion, disablement, sexual orientation, and culture. The course explores the strategies that the various groups have employed to deal with discrimination. Implications to the individual, society, and the profession are explored.

SOC 105 Rural America (3)
Change and diversity are the terms most descriptive of rural America today. This course addresses four themes which characterize the social and economic contexts within which rural communities must address their problems. Each section examines rural communities from a different perspective, enabling students to explore the complexity and diversity among communities. Collectively, the four sections examine the process of community development and transition -- exploring the ways in which history, culture, and policies limit change as well as the extent to which local community resources can mobilize to support efforts at community change.

SOC 212 Contemporary Social Issues (3)
This course is a study of the nature, scope, and effects of the major social problems of today and the theoretical preventive measures to alleviate them. The course will familiarize the student with sociological approaches to problems such as poverty, crime and delinquency, sexual behavior, mental disorders, drug use, corporate power, and other issues selected by the instructor.
(SOCI 1213 - Area IV)

SOC 215 Marriage and the Family (3)
This course is a comprehensive coverage of relationships and interactions between families and society. Students will discover the nature of families, community, ecology, children with special socialization needs, culture of minority children, marriage and divorce. Topics may include courtship, engagement, marriage and parenting in a changing society. (SOCI 2213 - Area IV)

SOC 217 Introduction to Women's Studies (3)
This course is designed to help students identify, understand and defuse gender stereotypes and barriers. A control goal is to empower women to take charge of their own lives. Topics include: sexuality, socialization, self-esteem, leadership, motherhood, and transcending victimization models of feminism and femininity.

SOC 218 Empowering Women II (3)
This course is designed to help students identify, understand and defuse gender stereotypes and barriers. A control goal is to empower women to take charge of their own lives. Topics include: sexuality, socialization, self-esteem, leadership, motherhood and transcending victimization models of feminism and femininity.

SOC 223 Sociology of Aging (3)
This is an introductory gerontology course for students interested in behavioral, social, or family studies. The course is designed to understand the separate processes of biological, psychological, and social aging and how these aging processes interact with each other and with our environment.

Theatre

THTR 101 Introduction to Theatre (3)
This course is designed to introduce students to theatre, including acting, dramatic techniques and costuming. The study of stage operations, costume design and criticism will be explored through discussion. Students will have the opportunity to participate in acting and study the requirements of a stage production. (THTR 1013 - Area V)

THTR 121 Beginning Acting (3)
This course is an introduction to the techniques, principles of stage movement, and basic problems common to all actors. Production is used as a means of developing techniques and principles of acting, including auditioning skills and emphasis on voice and body control. A lab is required.

Welding

TSC 100 Welding I (1)
This course is designed for introductory level welding and cutting processes to enhance technical skills. This course consists of understanding the theory and practice of Oxy- Acetylene welding, brazing, and cutting as well as Shield Metal Arc Welding (AC/DC). Lab will consist of exercises in oxy-acetylene and arc welding.

TSC 101 Welding II (1)
TSC 101 is a continuation of TSC 100. Students receive additional practice in oxygen-acetylene and arc welding, brazing and cutting as well as shield metal arc welding (AC/DC). Laboratory will consist of exercises in oxy-acetylene and arc welding. Simple projects may be introduced. Prerequisite: TSC 100.

TSC 102 Auto Body Welding (1)
This course is designed to teach the student the basics of mig welding for auto body and repair. The course will demonstrate the proper techniques to spot weld, plug weld, stitch weld, and continuous weld.

TSC 106 Applied Welding (3)
Applied welding is a course designed to provide students with hands-on training in oxy-acetylene welding, brazing, and cutting, as well as shield metal arc welding (AC\DC). Student also will work with M.I.G and T.I.G welding, in addition to building projects.

TSC 107 Applied Welding II (3)
This course concentrates on advanced study of materials and methods in their application to industry. Welding different metals in various positions and the study of welding codes, metallurgy of rods, electrodes, and materials will be covered. The practice of joint work,

fabrication of equipment for industry and construction will be studied.

Wind Energy Technology

WET 100 Introduction to Renewable Energy (3)
This course provides an overview of renewable energies, including solar energy, wind power, hydropower, biomass, hydrogen and fuel cells. Students will learn the basic principles of each technology. Students will investigate the potential of renewable energy technologies to help solve environmental and economic problems with society.

WET 101 Introduction to Wind Energy (3)
This course will explore the concept of harnessing naturally occurring winds to generate electricity. Wind powered mechanisms, wind farms, and the current status of wind energy utilization will be discussed. Horizontal Axis, Vertical Axis, and other Wind Turbine designs will be covered. The history of wind energy will be included.

WET 105 Electrical Theory I (4)
This course introduces the basic principles of Direct Current (DC) and Alternating Current (AC) theory. Electrical energy applications in basic, capacitive, and inductive circuits will be covered in lecture and laboratory study, as will applications of basic electrical components and systems.

WET 106 Electrical Theory for Renewable Energy (4)
This course introduces the basic principles of Direct Current (DC) and Alternating Current (AC) theory. Electrical energy applications in basic, capacitive, and inductive circuits will be covered in lecture and laboratory study, as will applications of basic renewable energy electrical components and systems.

WET 115 Field Safety and Experience (3)
Wind turbine safety principles and practices are provided to ensure that persons working on wind power plants are safeguarded from the hazards associated with the work environment and the electro-mechanical systems therein. Students will obtain field experience involving tower safety and rescue, and will be familiarized with applicable OSHA standards.

WET 116 Introduction to Motors and Generators (3)
The electric motor and generator are critically important devices for generating mechanical and electrical power in nearly all heavy industries, including wind energy. In this course, students will be introduced to the various types of motors and generators commonly found within commercial wind turbines and study their configurations, functions, operational characteristics, and more. Prerequisites: WET 101, WET 115, and WET 205.

WET 120 OSHA 10 (1)
This 10-Hour Safety Course is intended for entry-level participants and is intended to provide instruction on a variety of general safety and health standards. Course topics will include Introduction to OSHA, Electrical Safety, Fall Protection, Walking and Working Surfaces, Materials Handling, Personal Protective Equipment, Exit Routes, Emergency Action Plans, Fire Prevention Plans, Fire Protection, Machine Guarding, and Hazard Communication. Upon successful completion of this course, participants will receive an OSHA Construction Safety and Health 10-Hour Card.

WET 121 Wind Turbine Mechanical Systems (3)
This course is designed to familiarize students with the mechanical systems found within industrial wind turbines. These include turbine yaw drive systems, pitch drive systems, primary drive gearboxes, and smaller mechanical systems. Prerequisites: WET 101, WET 105, WET 115, and WET 140.

WET 140 Wind Turbine Climbing and Safety I (1)
This course will introduce the student to the environment of a wind turbine. The student will obtain skills of proper identification, inspection, donning, and maintenance of personal protection equipment (PPE) and fall protection equipment. An initial climb test will be administrated with a pass grade to proceed with the Wind Energy Technology plan of study.

WET 141 Wind Turbine Climbing and Safety II (1)
This course will establish hazard awareness to the student in the environment of a wind turbine. The student will obtain skills of proper identification, inspection, reporting, and correcting the hazards. Climb time in this course will emphasize rigging, hoisting, and nacelle top equipment and proper tie off points. Prerequisite: WET 140

WET 190 Internship in Wind Technology (6)

The wind turbine internship gives students the opportunity to apply and practice the skills developed in the first year of the Wind Energy Technology Program in real-world settings at an actual wind farm.

WET 204 Introduction to Hydraulics (3)

This course will introduce the basic elements and applications of hydraulic power. Additional emphasis will be given to circuits, pressure, flow and control of hydraulic systems. Prerequisite: WET 115

WET 205 Electrical Theory II (4)

Electrical Theory II builds upon basic direct current (DC) theory and alternating current (AC) theory obtained from Electrical Theory I, particularly alternating current and three-phase power generation as it relates to the wind turbine. Prerequisite WET 105.

WET 217 Wind Turbine Siting, Erection, Generation and Distribution (3)

Through the understanding of required steps, the students will be obtaining knowledge of the development of a wind turbine site. Development will include the siting, construction and commissioning of the wind farm. The history of the United States electrical power industry is examined. The concepts of electrical power generated from a wind turbine, transfer through the power distribution system and received by the customer will be examined. Power curves are utilized to determine how much power will be produced by a given turbine at a particular site. Dynamics of interfacing turbines with the power grid is examined. Prerequisite WET 116.

WET 218 Wind Turbine Electronics (4)

This course explores the technologies and methodologies employed by heavy industry to remotely monitor and control power facilities. The study of This course explores the technologies and methodologies employed by heavy industry to remotely monitor and control power facilities. The study of commercial wind turbine monitoring and control systems will be strongly emphasized, as will the use of such systems to aid in the troubleshooting and maintenance of wind turbines. This course is designed to familiarize students with the principles of digital technology, and the composition of systems that employ it. Emphasis will be given to advanced industrial computerized control and automation systems. Prerequisites: WET 116, WET 205, and WET 219.

WET 219 Wind Turbine Operations, Maintenance, and Repair (4)

This valuable course is designed to introduce students to the general maintenance practices and procedures employed within the wind energy industry. The study of wind turbine mechanical system and subsystem fundamentals will be included. Hands on practice of installation, operation, maintenance, troubleshooting, and repair of wind turbine electro-mechanical systems is included in this course; as well as real-world troubleshooting scenarios that may be encountered in the wind energy workplace. Prerequisites: WET 121, WET 204, and WET 205.

WET 240 Wind Turbine Climbing and Safety III (3)

This course will instruct the student in the proper procedure of entering the wind turbine hub. The student will obtain the skill of proper lock out/tag out procedures of the rotor lock. The student will learn to identify the components inside the hub. Climb time will emphasize safe techniques of hub entrance and egression. Prerequisite WET 141

WET 241 Wind Turbine Climbing and Safety IV (1)

This course will establish procedures to the student in stopping and starting the wind turbine. The student will obtain skills of proper housekeeping. The student will be introduced to maintenance and troubleshooting techniques. Climb time will evaluate the student's knowledge obtained through all Wind Turbine Climbing and Safety courses. Prerequisites: WET 240.

WET 250 Tower Safety and Training (1)

This training course is designed for tower workers who oversee other workers on the towers. The training provides individuals with the required skills to safely distinguish, evaluate, and control hazards related to wind tower work. It also teaches students climbing techniques, proper selection of fall protection equipment and how to correctly rig a variety of rescue equipment for a range of possibilities and rescue a victim considering the probable injuries sustained. Prerequisite: Health physical required

College Directory

Mesalands Community College
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Ms. Liz Estrada, Secretary/Clerk
Mr. Craig Currell, Member
Mr. Jimmy Sandoval, Member

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B.B.A., East Texas State University, dba Texas Commerce
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M.A., University of Northern Colorado
B.A., University of Northern Colorado

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B.A., New Mexico Highlands University
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B.S., Eastern New Mexico University
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M.S., University of Pennsylvania
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Vargas, Diedra *Student Affairs Specialist*
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A.A.S., Weber State University
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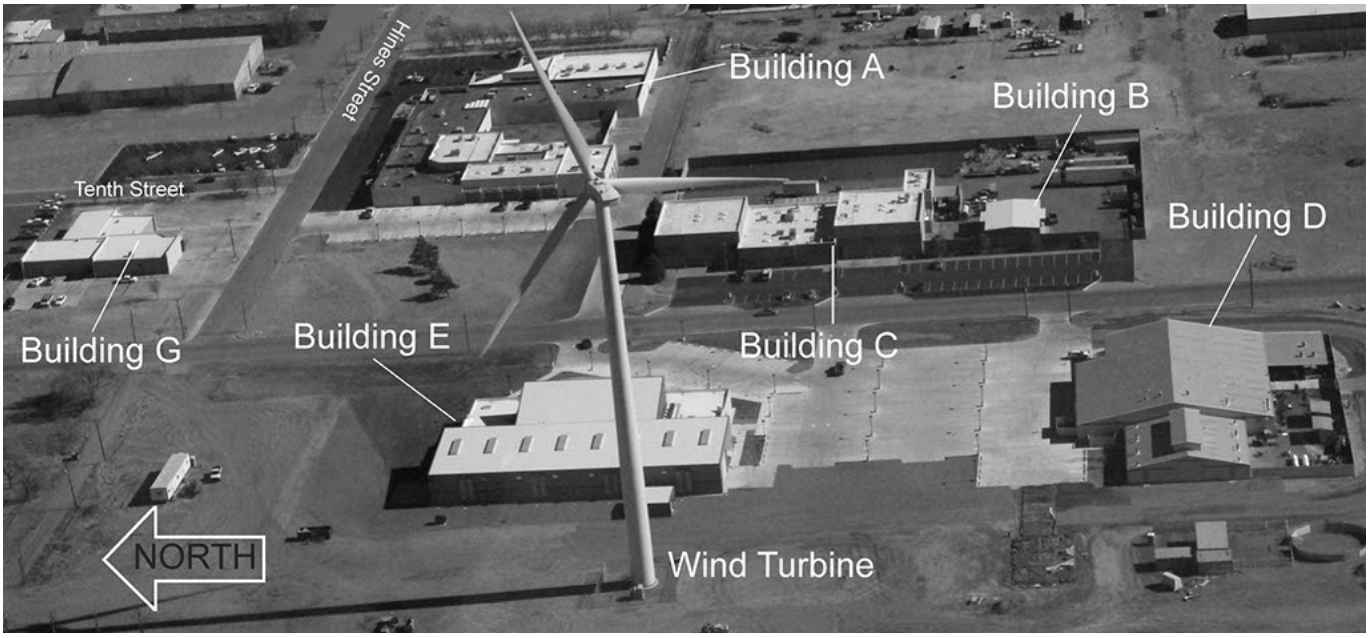
A.A.S., Mesalands Community College
Certificate, Wind Energy Technology

Directions to the College

Mesalands Community College is located one block south of Historical Route 66 Boulevard at 911 South Tenth Street in Tucumcari, New Mexico. Tucumcari is located in the eastern part of New Mexico, approximately 100 miles west of Amarillo, Texas, and 168 miles east of Albuquerque, New Mexico. Interstate Highway 40 and U.S. Highway 54 converge in Tucumcari.

Mesalands Community College Campus Map



Mesalands Community College's Dinosaur Museum and Natural Sciences Laboratory

(Building F), above

Building A
Academic Affairs
Administration Affairs
Allied Health
Board Room
Business Office
Career Services Center
College Library
Computer Laboratories
Conference Facilities
Distance Education
Educational Services Center
Financial Aid Office
Health and Wellness Facility
Off-Campus Programs
Office of Enrollment Management
Personnel
Public Relations
Recruiting
Science Laboratory
Student Affairs
Student Commons
Telecommunications Center

Building B
Building Trades

Building C
Artistic Silversmithing
Maintenance
Small Business Development Center
Welding Laboratory

Building D
Animal Science/Agri-Business
Farrier Science
Fine Arts
Intercollegiate Rodeo

Building E
Noth American Wind Research and Training Center
Wind Energy Technology

Building F
Mesalands Community College's Dinosaur Museum
Natural Sciences Laboratory
Museum Shop
Classrooms
Located at 222 E. Laughlin St.

Building G
Academic Building
College Bookstore
Computer Laboratory
Institutional Development
President's Office

Building H
Horse Complex
Rodeo Facilities

Stampede Village
Student Housing Apartment Complex

Where can I find out about...?

I have credit from another college and would like information about using that credit toward a degree at Mesalands.

Mesalands Community College accepts transfer credit from other regionally accredited colleges and universities and recognizes the State of New Mexico General Education Common Core of Courses. For an appointment to have your transfer credit evaluated, contact the Office of Enrollment Management at (575) 461-4413, ext. 153.

I need information about special accommodations for a disability.

We currently have the privilege of working with many students having diverse challenges. Please contact our Student Services office at (575) 461-4413, ext. 189, for more information.

What kind of financial assistance is available at Mesalands?

In addition to offering Federal Financial Aid and New Mexico Legislative Lottery Scholarships, we can point you to many other sources of grants and scholarships. Call our Financial Aid office at (575) 461-4413, ext. 136, for details.

I would like to receive additional information on a particular program at Mesalands.

Call Student Services at (575) 461-4413, ext. 100. We'd be happy to mail a packet of information to you.

Can I receive VA Benefits while attending Mesalands?

All programs at Mesalands are approved by the Department of Veteran's Affairs. For information on how to apply for VA benefits, contact the Office of Enrollment Management at (575) 461-4413, ext. 153.

How can I get help preparing for my high school equivalency (HSE)?

Mesalands offers both the Pearson VUE and the High School Equivalency Tests (HiSET) and provides free preparation classes. Call our Educational Services Center for details at (575) 461-4413, ext. 124.

I would like to receive a course schedule for the current or upcoming semester.

To get on our mailing list, call Student Services at (575) 461-4413, ext. 100. You can also check the College WEB site at www.mesalands.edu and click on the course schedule/catalog link.

How can I get information about how much a class will cost?

Total cost for courses varies due to lab fees, residency status and other variables. To get specific information on course costs you may call our Business Office at (575) 461-4413, ext. 110.

I need directions to the College.

We have students who come from out of town, out of state, and even from other countries! If you are visiting or are new to our community, call (575) 461-4413, ext 100, and we'll be glad to help you with directions to our campus.

I intend to transfer to a four-year institution after attending Mesalands; will my courses transfer?

As an accredited institution of The Higher Learning Commission, a Commission of the North Central Association of Colleges and Schools, Mesalands courses transfer to almost all four-year institutions. Plus, if you intend to enroll at a New Mexico university, your eligibility for the New Mexico Legislative Lottery scholarship will transfer with you! Call the Office of Enrollment Management at (575) 461-4413, ext. 153.

How do I get on the rodeo team?

An exciting facet of the College is our intercollegiate rodeo team. To find out how you can try out for the team, contact our Rodeo Coach at (575) 461-4413, ext. 157.

Glossary

Academic Integrity
A student earns grades based on individual effort and achievement.

Academic Year
Thirty-two weeks from the fall semester through the spring semester.

Add/Drop
Officially changing a class schedule during a specified time period.

Admission
The formal process of applying to attend a college.

Admission Status
The category (degree seeking, non-degree, concurrent) under which the student falls in order to start college.

Adviser
A faculty member who assists a student in selecting classes, planning a college schedule, or choosing a degree plan. Adviser approval is required in selected courses and/or due to admission status requirements.

Audit
Enrollment in a college class without having to turn in class work or take examinations. Students will receive no college credits for completion of the course.

Catalog
The official booklet of the college listing policies, requirements, and procedures of the college, as well as general information about the college, admissions, financial aid, and academic programs.

Class Schedule
A listing of all classes available for the upcoming semester, including days and times of class meetings, name of instructor, building and room, and other registration information.

Consent of Instructor
The instructor's permission is required prior to enrollment in some classes. This requirement will be listed as an option for a prerequisite for taking the class.

Core Curriculum
A specific group of courses required to obtain a particular degree or certificate.

Co-requisite
A course required to be taken at the same time as another course.

Course Load
The limit of credit hours (18 in a regular semester, 9 during the summer) that a student may take without special permission from the Dean of Academic Affairs..

Course Number
Identifies the level of the class; for example, ENG 102 is the first level of transferrable English, while ENG 104 is the next level.

Counseling
Assistance in decisions involving educational planning, transfer options, career planning, and/or personal matters that affect educational pursuits.

Credit Hour
The unit of credit received upon completion of a course.

Cumulative Grade Point Average
The grade point average (GPA) on all course work completed in college, excluding pre-collegiate courses (see "Grade Point Average").

Curriculum
The approved courses required for a specific degree or certificate.

Educational Plan of Study
A prescribed set of courses that must be completed to earn a degree in a specific field.

Domicile
Legal residence for purposes of tuition payment.

Dual Enrollment
Enrollment in college courses at Mesalands Community College while a student is also enrolled in an area high school and the student is taking course work that counts both toward high school graduation and for college credit.

Elective
A course that may be selected from a student's area of interest.

Enrollment
The process of registering and/or paying tuition and fees.

Faculty
The instructors at the college.

Fees
Money charged in addition to tuition.

Financial Aid
Grants, workstudy funds, scholarships, loans, and government assistance received by students to assist in meeting college expenses.

Full-Time Student
A student enrolled in 15 or more credit hours during a regular semester.

Grade Point Average (GPA)
The grade point average is calculated as follows, where A = 4, B = 3, C = 2, D = 1, F = 0: multiply the number of credits by the points assigned to the letter grade for each class (e.g., "A" = 4 grade points x 3 credits = 12; "B" = 3 grades points x 3 credits = 9), add the total points (e.g., 12 + 9 = 21), and divide by the total number of credits (e.g., 21/6 = 3.5 = "B" average).

Grades
The system used for evaluating a student's progress in meeting the requirements of a class.

Graduation with Honors
Honors graduates, degree and diploma students with high grade point averages in all college work completed at Mesalands Community College, will be recognized at commencement ceremonies for Graduating with Honors. They will wear gold tassels and be presented with gold honors cords. Honors are as follows: Summa Cum Laude, CGPA of 3.80 or higher; Magna Cum Laude, CGPA of 3.50 to 3.79. Cum Laude, 3.25 to 3.49. (Pre-collegiate courses are not included.)

Orientation
A session that introduces a new student to the college, campus resources, the student handbook, and the faculty and staff.

Part-Time Student
A student taking fewer than 15 credit hours during a regular semester.

Placement Testing
Used to determine the student's level in math, English, and reading. Placement tests must be taken before a student can enroll in math and English classes, or begin a diploma or degree program.

Pre-collegiate classes
Courses in English, reading, and math, which do not count toward graduation, but which meet the student's need to prepare for college level classes. The Success Assessment/Placement test determines the level at which a student is advised to begin.

Prerequisite
A course or condition that must be completed in order to take a certain class.

President's Citation
Recognition of a student who has maintained a GPA of 3.75 or better and has successfully completed 30 or more credits in the fall/spring semesters (excluding pre-collegiate courses) with no grade below a "C" and no outstanding grades of "I" in the given year.

Registration
The process of registering for classes but not paying tuition/fees.

Residency
The state or country of legal residence.

Seminar
A class in which the instructor usually leads discussions and all students participate.

Syllabus
A list of class requirements given to the student by the teacher during the first week of class, detailing the work to be completed to pass the class and obtain a certain grade.

Transcript
An official record of college work maintained at each college attended.

Transfer Credit
Classes and/or credits completed at one college that another college will accept.

Tuition
The money paid for college courses. Tuition does not cover costs for additional fees and books.

Vice President's List
Recognition of a full-time student who has maintained a GPA of 3.5 or better during a regular semester, excluding pre-collegiate courses.

Withdrawal from a Course
Disenrollment from a class, without academic penalty, within a specified time period.

INDEX

Index provides a quick reference for specific words as well as common phrases and titles.
(Items in italics are Thumb Index items)

NOTES

MESALANDS COMMUNITY COLLEGE

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(575) 461-4413

WWW.MESALANDS.EDU