



Northland Pioneer College

EXPANDING MINDS • TRANSFORMING LIVESSM

2013–2014

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

Also available on our website at

► www.npc.edu/college-catalog ◀

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Who We Are...

Section I

President's Welcome



“What do you want to be when you grow up?” is a question frequently posed to young children. “Butcher, baker, candlestick-maker” has been supplanted by jobs with “computer” in their title, healthcare-related occupations, or skilled trades fields, such as automotive, firefighting, law enforcement, industrial/mechanical maintenance or welding.

According to the U.S. Department of Labor, today’s college generation will have up to 17 careers in their work life. By 2018, half of all new jobs and one-third of ALL jobs will require a postsecondary degree. And over two-thirds of today’s grade school pupils will start their work life in jobs that have not been invented yet.

So how does Northland Pioneer College prepare you for future success?

We expand your mind by helping you acquire the critical thinking, communication, mathematical and foundational skills needed in life and any career.

We transform lives by offering postsecondary degrees in over 69 areas of specialization, or the lower division general education courses required for a university degree at one of the lowest tuition rates in Arizona.

We continually work with local businesses, industries, and communities to ensure what we teach in the classroom can be directly applied in the workforce. Your future success depends on it.

We continue to revise, create or replace programs and curriculum based on recommendations from local advisory groups. Some of the changes taking effect for the Fall 2013 semester include: creation of new Mechatronics and Construction Technology degree programs; the merger and updating of the office skills and business programs; the addition of a Certified Nursing Assistant Certificate of Proficiency; and updates to the Medical Assistant degree requirements. Two new course options were added – *Native American Art* and *World Music* – to meet general education degree requirements.

We remain committed to student success and lifelong learning – no matter how long you’ve been out of the classroom. For the past 40 years, NPC has provided top quality instruction – whether for personal interest or career training. When the time comes for you to re-train or update job skills, or experiment with a new avocation, NPC will be here for you.

On behalf of the District Governing Board, faculty and staff I would encourage you to look through this catalog, where you’ll find information about the programs and services available to you at Northland Pioneer College. You also find helpful information on our website, www.npc.edu.

If you have questions, please, don’t hesitate to call or visit with an academic adviser, a professor or the dean in your area of interest. You’ll find everyone dedicated to your success as an NPC student.

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

A handwritten signature in black ink that reads "Jeanne Swarthout, Ph.D." The signature is written in a cursive style.

Jeanne Swarthout, Ph.D.
President, Northland Pioneer College

Who We Are...

The College District

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

The Navajo County Community College District serves Navajo and Apache counties, an area of 21,158 square miles with a 2007 U.S. Census Bureau permanent population estimate of 187,985. The Navajo, Hopi and White Mountain Apache Indian Reservations occupy more than 66 percent of the total land in the College service area and account for 60 percent of the area's population.

Campuses are located within four of the largest Navajo County communities of Holbrook, Show Low, Snowflake/Taylor and Winslow. Five centers are located in Hopi, Kayenta, St. Johns, Springerville/Eagar and Whiteriver. Educational sites are established as educational needs and opportunities arise.

Mascot and Colors

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

Mission

Northland Pioneer College creates, supports and promotes lifelong learning.

Our Shared Vision

NPC creates a learner-centered environment.

NPC responds to community needs.

NPC provides effective and responsive service to our constituencies.

NPC fosters professional growth and collegial collaboration.

Our Shared Values

We Value Learning

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

We Value Quality

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

We Value Integrity

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

We Value Diversity

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

We Value Service

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

We Value Accountability

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

We Value Responsiveness

NPC addresses community and students needs quickly.

We Value Students and Colleagues

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

We Value Access

NPC is committed to providing accessible and affordable learning opportunities.

We Value Collaboration

NPC can best serve its communities through cooperation and partnerships.

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Postmaster: Send address changes to: Northland Pioneer College, PO. Box 610, Holbrook, AZ 86025-0610.

Our Purposes

1. General Education

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

2. Degrees/Certificates/Transfers

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

3. Employability

To promote development of occupational skills.

4. Personal Enrichment

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

5. Developmental Education

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

6. Support Services

To enhance student success through accessible and comprehensive student services.

7. Economic Development

To contribute to economic development through community programs and activities.

8. Professional Excellence

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

9. Access

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

10. Institutional Effectiveness

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

Accreditation

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

The HLC currently has revised its 10-year evaluation schedule

to one that continuously monitors excellence of operational and educational standards. This new model ensures NPC students of an up-to-date, nationally recognized and accredited educational experience.

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

College Visitation

The public is always welcome to visit NPC campuses and centers. Visitors are asked to check in at the campus or center office. While classes are in session, visitors should be considerate of students and not bring small children into classroom, laboratory or library areas.

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

NPC encourages the public, over the age of 18, to use our library facilities. A wide selection of reference materials are available, including a federal documents depository at the Winslow library. Materials can also be requested through interlibrary loan networks at no charge for current students, or for a fee for the general public. Ask your local library media specialist for assistance or use the "Ask a Librarian" feature on the library's website, www.npc.edu/library.

Soliciting is prohibited on all campuses and centers. Normally the student lounges, campus/center offices, art galleries, academic advising offices, libraries, parking lots and hallways are open to the public. Classrooms, fitness rooms, and faculty offices are reserved for registered students. To enhance the learning experience, please do not bring children to class.

Visitors will be held to the same standards of conduct as NPC students.

Weather Emergencies

Process for Closing/ Cancellation at a Center/Campus

If weather conditions or other emergencies force the closure of an NPC campus or center, an announcement will be made over radio stations serving the affected area. The notice will also be posted on the college's website, www.npc.edu. NPC also utilizes an Automated Emergency Alert System, which can send notifications to students and staff via land line, cell phone, email or text message.



The decision to close an NPC facility will be made by the vice president for learning and student services, based on information from local law enforcement and NPC personnel. Instructors may cancel individual classes with the permission of the department dean. When time permits, students will be notified by phone of individual class cancellations. Students are responsible for making up any missed work.

General Principles

1. Short of a two-county disaster area being declared, the college as a whole rarely closes because of weather. If such a disaster occurs, the decision to close will be made by the college president.
2. In the event of a very severe weather situation, an individual campus or center might be closed for a period of time. If such a situation occurs, a decision to close a center or campus will be made by the vice president for learning and student services. If the VPLSS is not available, the vice president of administrative services will make the decision.
3. In the event of severe weather conditions, classes may be cancelled for a period of time at a specific center or campus. Any decision to cancel classes at a specific location will be made by the vice president for learning and student services. If the VPLSS is not available, the vice president of administrative services will make the decision.
4. As a general rule, classes will not be cancelled, so faculty and students need to exercise judgment regarding travel to campuses and centers for classes in severe weather conditions.

5. If a class is missed because of weather conditions, it needs to be made up. If a faculty member is unable to teach a class, he or she must call the appropriate academic dean/director and the campus/center office as soon as possible to let them know. If possible, the campus office will notify students of the faculty member's class cancellation to forestall an unnecessary trip to the campus/center by the students.

Area Emergency Information

For information regarding area-wide emergencies in southern Navajo and Apache counties, you can call **593** from any Frontier landline phone. From a CellularOne of Northeastern Arizona phone, dial (star) ***593 when in the home coverage area**. From other cell or non-Frontier system phones, call (928) **333-3412**. Long distance charges may apply.

You'll receive information about prescribed burns, smoke conditions, and other emergencies. **DO NOT CALL 9-1-1** unless you have an actual emergency.

You can also get updated information on the Web at:

- www.593info.org
- www.facebook.com/593info
- twitter.com/593info
- inciweb.org
- www.azein.gov (for statewide reports)

NPC Helpful Phone Numbers

Dial toll-free (800) 266-7845

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

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

Online, find maps to NPC locations at www.npc.edu/locations; office hours at www.npc.edu/office-hours; and holidays at www.npc.edu/holiday-closure-schedule

	Extension
■ Holbrook–Painted Desert Campus	
Campus Office.....(local 524-7311)	7311
Marius Begay, Academic Adviser	7342
■ Show Low–White Mountain Campus	
Campus Office.....(local 532-6111)	6111
Donna Krieser, Academic Adviser/GED.....	6142
Dr. Debra McGinty, Academic Adviser.....	6143
■ Snowflake/Taylor–Silver Creek Campus	
Campus Office..... (local 536-6211)	6211
Melissa Luatua, Academic Adviser/Student Activities	6241
■ Winslow–Little Colorado Campus	
Campus Office..... (local 289-6511)	6511
Dawn Palen, Academic Adviser	6541
■ Hopi Center	
Center Office	(local 738-2265)7605
Vermetta Quanimptewa, Center Manager	7604
Cara Dukepoo, Center Technician/Adviser.....	7602
■ Kayenta Center	
Center Office	(local 697-8333)7649
Lorraine Benally, Center Manager	7648
Myrtle Dayzie-Grey, Center Technician/Adviser	7649
■ Springerville/Eagar Center	
Center Office	(local 333-2498)7639
Melissa Webb, Center Manager	7638
Michael Colwell, Academic Adviser	7635
■ St. Johns Center	
Center Office	(local 337-4768) 7616
Nicole Connolly, Center Manager	7621
Michael Colwell, Academic Adviser	7617

	Extension
■ Whiteriver Center	
Center Office	(local 338-5185) 7661
A.J. Taylor, Center Manager	7663
Kelley Harvey-Brannon, Center Technician/Adviser	7664
■ Other Contacts	
Admissions.....	<i>Don Brad Call</i> 6271
Apache County Program	
Coordinator	<i>Tamara Martin</i> 7637
Bookstore Manager.....	<i>Vicki Bessinger</i> 6115
Business Office	General Questions 7480
Third-Party Billing	<i>Kerri Larson</i> 7484
Student Billing	<i>Business Office</i> 7480
Career Services	<i>Jeremy Raisor</i> 6227
Community Learning.....	<i>Loyelin Aceves</i> 6244
Corporate Learning.....	<i>Royce Kincannon</i> 6239
Disability Resource and Access	
Coordinator	<i>Sandy Manor</i> 6178
TDD Service.....	(928) 537-2030
Financial Aid	General Questions 7318
GED Testing - Holbrook and Show Low	6142
NPC Foundation	<i>Lance Chugg</i> 6245
Records and Registration	General Questions 7459
NPC Academic Transcripts	<i>Rebekah Wilson</i> 7465
Graduation, Degrees,	
Transfer Credit Evaluations	<i>Deena Gillespie</i> 7365
Small Business Development	<i>Tracy Mancuso</i> 6170
Student Government/Activities.....	<i>Melissa Luatua</i> 6241
Support Center (NPC online course access problems)	7447
Veteran Representative.....	<i>Beth Batson</i> 7469