

## How to Use This Catalog

Nearly everything that you need to know to have a successful student career is contained in this catalog. Locating the material will be easier if you become familiar with the College terminology. Once you have learned what the terms are, turn to the index at the back of the catalog. This will give you the page where the pertinent information can be found. For instance, if you want to find information on tuition, look up "Tuition," "Financial Aid," and "Scholarships" in the index and turn to those pages.

### COURSE DESCRIPTIONS

This catalog contains descriptions of each course offered at Northwest College. These listings include the course designator, number, title, and credit hours (in parentheses) for the course (see page 86 for more information). Course descriptions are followed by the number of hours spent in class lecture or labs. Some courses have prerequisites. A prerequisite is a specific requirement that must be fulfilled by the student before he/she will be allowed to enroll in that course.

### COURSE NUMBERS

Course numbers generally signify the level of the course. For example, courses numbered below 1000 are below college level and are not accepted for degree requirements at NWC. Those numbered 1000+ are typically freshman courses, and those numbered 2000+ are typically sophomore courses.

### COURSE TRANSFER

Northwest College courses should transfer to any accredited college, but specific course transferability depends upon many factors. As soon as possible, any student who intends to transfer to another institution should obtain a catalog of that institution and check its requirements. Then that student should match courses at Northwest to those at the transfer institution. Different majors accept different courses and some colleges and universities will accept the same NWC course for different purposes. Talk with your academic advisor at Northwest if you have questions. For more information see page 29 or visit [www.northwestcollege.edu/Transfer](http://www.northwestcollege.edu/Transfer).

**NOTE:** Courses numbered below 1000 and courses listed on page 37 are not transferable and do not count toward GPA in determining honor roll eligibility.

### DEFINITIONS

**Credit hour** One clock hour in the classroom or at least two hours in a lab per week.

**Full-time student** Enrolled in 12 or more credit hours per semester.

**Part-time student** Enrolled in 11.5 or fewer credit hours per semester.

**Freshman** Any student with fewer than 30 completed credit hours.

**Sophomore** Any student with 30 or more completed credit hours.

### Contact Information

Call the switchboard if you don't have a direct number or if you aren't sure where to get the information you desire.

**admissions@northwestcollege.edu**  
**www.northwestcollege.edu**

**Toll free...1.800.560.4692**

**Switchboard...307.754.6000**

**Admissions...754.6101**

**Financial Aid and Scholarships...754.6158**

**President...754.6058**

**Registrar...754.6400**

**Registration Services...754.6148**

**Residence Life/Housing...754.6163**

**TTY...754.6225**

(Telecommunications device for the deaf)/Voice

**Vice Presidents—**

**for Academic Affairs...754.6472**

**for Administrative Services...754.6403**

**for College Relations...754.6409**

**for Student Affairs...754.6100**

While advisors can and will assist you, ultimately you, the student, are responsible for **READING THE CATALOG**, for adhering to the policies herein, for monitoring your progress toward meeting graduation requirements, for maintaining a current address with the Registrar, and for your career here at Northwest.

## History

The College opened in 1946 with nearly 100 full- and part-time students and three instructors who met in classrooms borrowed from the public school district. Initially called the University of Wyoming Northwest Center, it was established through an agreement between the University of Wyoming and Park County School District One. University support was discontinued in 1950. In 1953 the name changed to Northwest Community College, and in 1968, the College's tax base was expanded to include all of Park County. The name changed once more, to Northwest College, in 1989.

Today, about 80 full-time and about 70 part-time faculty teach nearly 1,770 students (approximately 1,100 study full time) on a modern campus, at two outreach centers, and through the Internet and interactive television. A stimulating residential campus and special learning opportunities such as field studies abroad and workforce development training provide rich and varied learning activities. Northwest prides itself on a commitment to excellence in all its endeavors.

## Graduation/ Persistence Data

The following student data is provided in compliance with federal regulations. For more information contact the Vice President for Student Affairs.

Fall semester of 2003, 431 students entered Northwest College as first-time degree-seeking students with 31% of them completing their degrees in three years.

## Mission of the College

Northwest College is a dynamic learning community dedicated to educational excellence. Through their involvement with the College, students acquire the knowledge and skills to successfully achieve their transfer, career, workforce development, and life-long learning goals.

The College contributes to the educational, cultural, and economic vitality of communities in Park County and its service area. Through partnerships, distance education, and applications of new technologies, the College responds to changing community needs and new opportunities to extend learning beyond the classroom.

Northwest College is committed to serving students as individuals, enhancing learning through a residential campus, following sound institutional practices, using assessment information for institutional improvement, and supporting cultural diversity.

## Goals

The College fulfills its mission through the accomplishment of the following goals:

- Support students in achieving personal, course, program, and institutional outcomes through academic, workforce, and professional development opportunities
- Enhance academic success and lifelong learning skills of students through their involvement in student support programs, basic education, and developmental courses
- Preserve a learning atmosphere that respects differences through the delivery of multicultural programming and support for a diverse student body
- Promote students' ability to work effectively in culturally and professionally diverse settings as a result of their participation in work-based and other off-campus and international learning opportunities
- Utilize current and maintained educational technologies to support student learning and increase students' access to the College's educational opportunities
- Engage in active and varied external partnerships to strengthen student learning and the overall effectiveness of the College in meeting its mission
- Enrich the intellectual, cultural, artistic, recreational, and social lives of students and service area communi-

*Through a superior teaching, learning, and living environment, Northwest College will be a dynamic and distinguished educational leader that shapes a positive future for students and the many communities it serves.*

VISION STATEMENT  
ADOPTED JAN. 2004

ties through delivery of a variety of programs, activities and events

- Enhance student development through student involvement in an attractive, collegiate residential living and learning environment
- Apply assessment information, professional standards, and best practices to enhance courses, programs, degrees, services, and the effectiveness of our personnel
- Demonstrate outstanding professional and educational achievement through the accomplishments and performances of a highly qualified faculty and staff who are supported by professional development opportunities
- Preserve the trust and respect of on- and off-campus constituencies through the use of sound administrative and operational processes
- Secure public and private resources to support the achievement of excellent educational outcomes for those at the College and for service area communities

APPROVED BY THE NORTHWEST COLLEGE  
BOARD OF TRUSTEES JANUARY 12, 2004.

## Enduring Values

Northwest College reaffirms the following enduring values — essential qualities of its institutional character which shall be retained and nurtured.

- Challenging, lively classroom instruction
- High quality transfer and technical programs

- Learning opportunities outside the classroom
- Accessible and supportive faculty and staff
- Challenging, reputable co-curricular activities
- Focus on all-around student development
- A highly residential campus
- A friendly campus
- A safe campus
- A student-centered campus
- Attractive, well-maintained facilities
- A host county that is proud of the College and supports students
- Remarkable physical setting
- A regional center for education
- A regional center for culture and sports

## Nondiscrimination Statement

Northwest College fosters an open and non-discriminatory environment throughout the College community. To this end, the College advocates the use of words and actions which promote and encourage individual and collective respect and dignity. Northwest College opposes language and actions which in any way demean others on the basis of their race, gender, national origin, sexual orientation, religious preference, physical characteristics, disability, ancestry, or age. Within the context of First Amendment rights, the College is committed to the elimination of discriminatory language and actions from the College community.

## Accreditation

- Higher Learning Commission, [www.ncahigherlearningcommission.org](http://www.ncahigherlearningcommission.org) or 312.263.0456 / 800.621.7440
- National Association of Schools of Music
- National League for Nursing
- National Association for the Education of Young Children

## Campus and Facilities

NWC is located in Powell, Wyoming, which lies in the valley of the Shoshone River, 70 miles from Yellowstone National Park, 90 miles south of Billings, Montana, 510 miles from Denver, Colorado, and 25 miles from Cody, Wyoming, home to the nearest commercial airport. Powell is a town of 5,700 whose economy is based primarily on farming, ranching, oil, and education.

Northwest's 126-acre main campus is one of the most attractive college campuses in Wyoming. Its 58 buildings include modern instructional facilities, residence halls and apartment complexes, a student center, a child care center, and a library with access to paper and electronic materials. Nearby are the West Campus facilities—a 22-acre park-like complex of student apartments and instructional spaces—and the observatory, an equine center, an agriculture pavilion, and learning centers in Cody and Worland, Wyoming.

Mickelson Field Station, consisting of 7 buildings, is located 50 miles west of campus on 36 acres surrounded by national forest in the mountains, is used by the College and the public for educational and recreational activities. Main campus recreational facilities include a gymnasium with volleyball, basketball and racquetball courts, outdoor tennis courts, all-purpose fields, a climbing wall, and a fitness center.

*This catalog contains a detailed campus map located on the inside back cover.*

## Computing Services

Computers for student use are accessible from many locations across the campus. Students automatically have an account on campus with 20 megabytes of space. Through the network, students have access to both on-campus resources and off-campus Internet resources including electronic mail and Web browsing.

Northwest supports 27 labs strategically located throughout the campus. Addi-

tional computer labs are available at the Cody and Worland Centers. These labs are utilized for scheduled classes and open hours for students. Each residence hall also has a lab with two-to-four computers available 24 hours a day. Residence rooms are currently wired for Internet access. Wireless service is available in all residence hall lounges. The student center, library, and many academic buildings also have wireless access.

The Northwest College Web site address is [www.northwestcollege.edu](http://www.northwestcollege.edu).

## Board of Trustees

Formulation of major policy and ultimate budget authority at Northwest College rests with a seven-member Board of Trustees. Trustees represent the College's tax district of Park County and are elected to four-year terms in compliance with Wyoming's Enrolled Act 80 (HB 58-A).

Monthly meetings are held the second Monday of each month, with special meetings called as necessary. A citizens' open forum is on each regular meeting agenda. (See page 117 for a list of current Board members.)

## NWC Foundation

The Northwest College Foundation is a private nonprofit corporation that accepts gifts and manages funds to benefit Northwest College. The Foundation's work has helped construct buildings, provided academic program support, and generated a tremendous amount of scholarship dollars for students. The Foundation was formed in 1966 and has assets of \$15 million.

Foundation donors are individuals, businesses, and organizations. Gifts to specific areas of the College are received by the Foundation and used based upon donors' wishes. Unrestricted gifts provide the Foundation Board with resources to meet the College's changing needs. Gifts can be made in cash, securities, real estate, personal property, and a variety of planned or deferred giving options.

Benefits to Foundation donors include recognition on the College's honor roll of giving, pride of association, and incentives provided by the income tax code.

## **Alumni Association**

The Northwest College Alumni Association was chartered in 1988, becoming the first Wyoming community college alumni association and among the first two-year college alumni associations in the Rocky Mountain area.

The Alumni Association's mission is to serve as the principal link between Northwest College and its worldwide network of alumni. As such, the mission of the Northwest College Alumni Association is to

- promote alumni affiliation with the College, engendering a sense of pride, loyalty, interest in and support for the College;
- provide meaningful activities and services for alumni; and
- engage the talents and resources of alumni in the life, work and mission of Northwest College.

There are just over 17,000 Northwest alumni world wide. An alumnus is defined as anyone who attended the College full time (12 or more credit hours), successfully completing at least one semester.

The NWC Alumni Association is managed by a 20-member Board of Directors.