

# Introduction

## 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 75 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.

### SECTION NUMBERS

In the semester class schedule, courses will be identified by course designator, number, and a section number. The section numbers can designate the type of course: (N) if it utilizes the Internet entirely or (M) for partial use of the Internet and/or use of other multimedia. The numbers can also designate location and length of the course:

- Sections 70-79 designate first half of the semester,*
- Sections 80-89 designate second half of the semester,*
- Sections 90-94 designate courses meeting for less than the entire semester,*
- Section 99 designates courses offered during the intersession,*
- Sections 30-39 designate courses offered in Basin or Greybull,*
- Sections 40-49 designate courses offered in Cody or Meeteetse,*
- Sections 50-59 designate courses offered in Lovell, Byron or Burlington, and*
- Sections 60-69 designate courses offered in Ten Sleep or Worland.*

### 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

### 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.*

E-mail —

**admissions@northwestcollege.edu**

Web — **northwestcollege.edu**

**Toll free...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.*

at Northwest if you have questions. For more information see page 23 or visit [northwestcollege.edu/transfer](http://northwestcollege.edu/transfer).

**NOTE:** Courses numbered below 1000 and courses listed on page 32 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.

## 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 78 full-time and about 58 part-time faculty teach nearly 1,750 students (approximately 67 percent 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. Get more information online at [northwestcollege.edu/info](http://northwestcollege.edu/info).

## 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 2005, 432 students entered Northwest College as first-time degree-seeking students with 34 percent of them completing their degrees in three years.

## Mission of the College

Through exceptional, dynamic living and learning environments, Northwest College dedicates itself to individual student achievement, diversity, global citizenship, and community vitality.

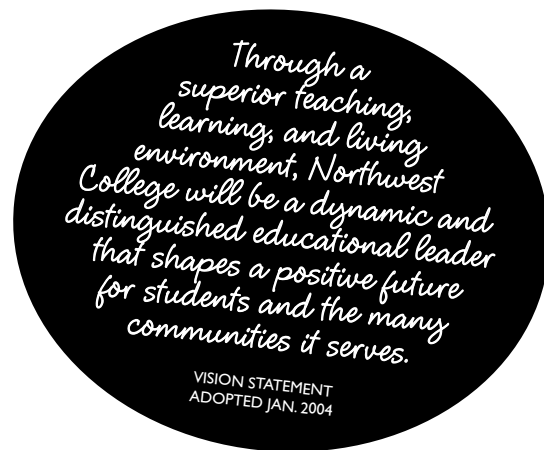
## Strategic Goals

### PRIORITY – ACCESS

- Increase the number of part-time students by 1 percent per year
- Implement the new scholarship plan and assess its impact on year-to-year retention
- Develop two new instructional degree and/or certificate programs to expand technical and transfer options
- Increase distance education FTE enrollment by 2 percent per year

### PRIORITY – SUPPORT

- Actively collaborate with the NWC Foundation to fully use the Legislature's new appropriation in the "Wyoming Community College Endowment Challenge Program"
- Create a plan during FY 09 prior to a campaign for public funds for an Applied Science and Technology Building, student center, and related facilities
- Develop a phased approach to implementing the Facilities Master Plan priorities to facilitate new program development and services to students



- Develop and implement a college-wide professional development plan
- Develop a succession plan for key positions to ensure organizational continuity and quality

### PRIORITY – PARTNERSHIPS

- Implement a three-year pilot program to provide new concurrent enrollment options in the high schools
- Collaborate with service area high schools and the Wyoming Department of Education to clearly define and articulate pathways to facilitate smooth transitions from high school to our programs of study
- Expand collaboration with businesses on the design and delivery of new workforce training programs that lead to two new or redesigned certificates and degrees
- Expand partnerships with businesses and organizations to produce a 2 percent annual increase in the number of participants in workforce training programs

### PRIORITY – INSTITUTIONAL VITALITY

- Increase FTE enrollment by 2 percent per year
- Increase minority student head-count enrollment by 2 percent per year
- Enhance and streamline shared governance by clarifying the advisory roles of constituency groups, College Council, and standing committees
- Produce a comprehensive self-study accreditation document through broad college involvement

## PRIORITY – STUDENT ACHIEVEMENT

- Increase the number of degree/certificate student completers by 1 percent per year
- Increase the first-time, full-time student fall-to-spring retention rate by 1.5 percent per year
- Increase the first-time, full-time student fall-to-fall retention rate by 1.5 percent per year
- Implement new cross-college initiatives designed to enhance the academic success of students who test into developmental courses:
- Reduce by 1 percent per year the number of these students who drop out of college in their first year
- Increase by 1 percent per year the number of these students who successfully complete the college-level course that follows completion of related developmental courses

## PRIORITY – COMMUNICATION AND IMAGE

- Evaluate Web site redesign and the new content management system in terms of increased internal and external usability
- Develop a new initiative to improve internal communication
- Implement additional digital communication strategies to enhance communication with prospective and current students

## Enduring Values

### HIGH EXPECTATIONS

We set high standards for our students and ourselves. We blend challenge and support to create success. We each strive to be an inspiration and positive role model for others.

### PURPOSEFUL LEARNING

We dedicate ourselves to self improvement and the support of others as they progress toward their goals. We promote education that fosters satisfying work, creative interests, and continued learning. We are committed to the development of the whole person—mind, body, and spirit.

## SOCIAL RESPONSIBILITY

We value social responsibility on a local and global scale and are dedicated to building a more humane society and world. We foster both individual and organizational social responsibility through our interactions, use of resources, and consideration for others near and far.

## INTELLECTUAL CURIOSITY

We welcome change, the open exchange of ideas, inclusion of multiple points of view, consideration of existing knowledge, and the generation of new ideas.

## DIVERSITY AND INCLUSION

We promote equal access to educational services and programs. We model civility, mutual respect, and appreciation of differences. We offer a welcoming, safe, and inviting campus community and dedicate resources to provide an attractive, collegiate environment that supports learning.

## COMMUNITY ENGAGEMENT AND VITALITY

We enrich our service-area communities through educational and cultural offerings and partnerships. We create educational opportunities both within and beyond the classroom for those in the college and service-area communities.

## CELEBRATION OF ACCOMPLISHMENT

We honor the college's rich history of student success in academic transfer, applied arts, science and technology fields, and workforce training. We continue to build on the positive legacy of the productive college members who have come before us. Moving forward, we dedicate ourselves to providing a culture of excellence and mutual support that will continue to inspire our students, staff, faculty, and service communities.

## Nondiscrimination Statement

Northwest College fosters an open and nondiscriminatory 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, [ncacihe.org](http://ncacihe.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, Colo., and 25 miles from Cody, Wyo., home to the nearest commercial airport. Powell is a town of 5,373 whose economy is based primarily on farming, ranching, oil, and education.

Northwest's 124-acre main campus is attractive and features 58 buildings. They 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, plus learning centers in Cody and Worland, Wyo.

Mickelson Field Station has 7 buildings and is located 50 miles west of campus on 36 acres surrounded by national

forest in the mountains. It 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.*

## **Board of Trustees**

Formulation of major policies 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).

Regular meetings are held the second Monday of each month, with special meetings called as necessary. A citizens' open forum is on regular meeting agendas. (See page 108 for a list of current board members.)

## **NWC Foundation**

The Northwest College Foundation is a private, nonprofit corporation which serves as the college's official fundraising organization. It was established in 1966 with four principal purposes: raising, receiving, managing, and distributing private funds that support NWC educational and related endeavors. The board is listed on page 112. Get more information online at [northwestcollege.org](http://northwestcollege.org).

## **Alumni Association**

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

The association serves as the principal link between Northwest College and its worldwide network of just over 18,000

alumni. An alumnus is defined as anyone who attended the college full time (12 or more credit hours) and successfully completing at least one semester.

The Board of Directors is listed on page 112. Get more information online at [northwestcollege.edu/alumni](http://northwestcollege.edu/alumni).