

**North Hennepin Community College
2013-2014 Catalog**



North Hennepin
Community College

Welcome



Dear NHCC Student,

It is my pleasure to welcome you to North Hennepin Community College!

As a member of the Minnesota State Colleges and Universities System accredited by the Higher Learning Commission of the North Central Association of Colleges and Schools, North Hennepin Community College educates more than 12,000 students and is one of the largest and most diverse community colleges in Minnesota.

Though we serve a large community, we specialize in offering small classes taught by exceptional faculty who bring experience and a passion for teaching to the classroom. And we are committed to your academic success. We've got advanced learning opportunities for those students who excel academically, as well as support services for those who need help in areas like math, English, writing, career exploration, and study habits.

Flexible morning, afternoon, and evening classes are offered seven days a week in the classroom, online, and through hybrid formats like our new classroom capture option. In addition to Associate degrees and certificates, you can also complete some baccalaureate degrees from university partners right here on our campus.

I highly recommend that you get involved in activities outside of the classroom while you are here. Our theater productions, art exhibits, music concerts and cultural events provide an opportunity for enrichment outside of the classroom, as do student clubs, organizations, and recreational sports.

At North Hennepin Community College you can make your story whatever you want it to be. I encourage you to explore new ideas and challenge yourself.

A handwritten signature in black ink, appearing to read "John O'Brien".

John O'Brien
NHCC President



North Hennepin
Community College

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North Hennepin Community College is a member of Minnesota State Colleges and Universities. North Hennepin Community College and Minnesota State Colleges and Universities are committed to a policy of nondiscrimination in employment and education opportunity. No person shall be discriminated against in the terms and conditions of employment, personnel practices, or access to and participation in, programs, services, and activities with regard to race, sex, color, creed, religion, age, national origin, disability, marital status, status with regard to public assistance, sexual orientation, gender identity, or gender expression. In addition, discrimination in employment based on membership or activity in a local commission as defined by law is prohibited.

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About the College

Mission Statement

Engaging Students, Changing Lives

North Hennepin Community College creates opportunities for students to reach their academic goals, succeed in their chosen professions, and make a difference in the world.

Vision Statement

Opportunity Without Limits, Learning Without End, and Achievement Beyond Expectation

Guiding Values

We believe in the power of education to change lives.

Toward that end, we:

- Inspire intellectual curiosity
- Embrace diversity of all kinds
- Foster trust and respect
- Expect quality and continuous improvement
- Encourage creativity and innovation
- Promote individual responsibility and integrity
- Invest in professional and personal development
- Build strong, collaborative partnerships
- Serve as responsible stewards of college resources

Strategic Goals

The following strategic goals give direction for moving North Hennepin Community College forward:

- **Access, Opportunity, and Success**
Maintain academic standards and stable enrollments while increasing retention and completion.
- **Innovation and Relevance**
Maintain curriculum that is relevant and effective while developing innovative new courses and programs.
- **Culture of Commitment**
Develop a more rewarding, engaged, and inclusive college environment.
- **Workforce and Community**
Expand effective partnerships within and beyond our community.

Commitment to Quality

North Hennepin Community College will provide services and learning opportunities (courses, programs, student life activities, workshops, and other ways of engaging learning) that will be of the highest quality and value (relevance). We will also provide the resources needed for success and demonstrate honesty and integrity in all of our communications and interactions, while being respectful of each other and what we bring to the college. Each person at NHCC has a responsibility to uphold this commitment.

College Commitments

- Develop policies to ensure the success of this commitment
- Provide resources and training required for a quality educational experience
- Hire employees that believe and provide all aspects of a quality education
- Provide the infrastructure necessary to fulfill this commitment

Faculty, Staff, and Administration Commitments

- Maintain their expertise by professional development opportunities
- Develop and maintain the resources needed to be successful
- Provide services and learning opportunities that are relevant and of value
- Be timely and clear in responses
- Maintain standards and excellence
- Be fully engaged
- Be available and supportive

Student Commitments

- Be in attendance
- Be fully engaged; participate
- Be prepared

- Be respectful of each other
- Ask questions and seek help
- Assume full responsibility for actions and learning

General Education Philosophy

North Hennepin Community College values independent thinking, creativity, and teamwork; students develop lifelong learning skills to prepare them for the interdependent, changing global economy.

General education provides a foundation of knowledge in a variety of disciplines; students learn to communicate, think, and apply what they learn in their family, career, and social lives.

At NHCC, learners:

- Expand their intellectual capacity by developing deeper, broader understandings of the world and building communication and thinking skills
- Make life decisions by reflecting on their values, connecting them to what they learn, and applying them as engaged citizens
- Engage in scholarly activities, develop an understanding and appreciation of culture, and enjoy the pursuit of knowledge

Accreditation

North Hennepin Community College is accredited by the Higher Learning Commission of the North Central Association of Colleges and Schools (HLC). Accreditation means that North Hennepin Community College has been found to meet the Commission's requirements and criteria. This accreditation provides public certification of acceptable institutional quality. North Hennepin Community College's most recent comprehensive evaluation occurred in 2012-2013. Our next reaffirmation of accreditation will be in 2019-2020.

HLC has granted NHCC the authority to offer all programs in an online format.

Higher Learning Commission of the
North Central Association of Colleges and Schools
30 North LaSalle Street, Suite 2400, Chicago, IL 60602
1-800-621-7440

In addition to the College accreditation, the following programs have received specialized accreditation or approval by national and/or international organizations:

Business and Accounting Programs
Association of Collegiate Business Schools and Programs
11520 West 119th Street, Overland Park, KS 66213
Phone: (913) 339-9356, Fax: (913) 339-6226
www.acbsp.org

Histotechnology Program
National Accrediting Agency for Clinical Laboratory Sciences (NAACLS)
5600 North River Road, Suite 720, Rosemont, IL 60018-5119
(847) 939-3597 or (773) 714-8880
www.naacls.org

Medical Laboratory Technician Program
National Accrediting Agency for Clinical Laboratory Sciences (NAACLS)
5600 North River Road, Suite 720, Rosemont, IL 60018-5119
(847) 939-3597 or (773) 714-8880
www.naacls.org

Nursing Program
National League for Nursing Accreditation Commission (NLNAC)
3343 Peachtree Road NE, Suite 850, Atlanta, GA 30326
(404) 975-5000

Minnesota Board of Nursing
2829 University Avenue SE, Suite 500, Minneapolis, MN 55414
(612) 617-2270

Paralegal Program
American Bar Association
Standing Committee on Paralegals
321 N. Clark Street, MS 19.1, Chicago, IL 60654-7598
(800) 285-2221

Peer Tutor Program
College Reading and Learning Association
CRLA Member Services
2900 Finfeather Road, Bryan, TX 77801

Program and Discipline Review

To ensure all our programs, disciplines, and degrees maintain their quality and meet the needs of our graduates, an intensive Program Review is completed on a five-year cycle. Outcomes of these reviews are available upon request.

Education Plan

Curricular Goals

North Hennepin Community College provides curricula to meet these goals:

- Lower division transfer curriculum that provides the first two years toward a liberal arts bachelor's degree program.
- Associate of Science programs designed to articulate to four-year professional programs.
- Associate of Fine Arts transfer to a designated fine arts discipline bachelor's degree program.
- Career programs and certificates designed for employment with a varying number of courses that can be used toward a bachelor's degree program.
- Continuing education and non-credit programs responsive to personal, professional and industry needs.
- Enrolling in college courses for personal and professional enrichment is also encouraged. Students may complete as many degree programs at North Hennepin Community College as desired.

When students receive degrees from North Hennepin Community College, they will have demonstrated these Essential Learning Outcomes:

1. Knowledge of Human Cultures and the Physical and Natural World
 - Through study in the sciences, mathematics, social sciences, humanities, histories, languages, the arts, technology and professions
 - Focused by engagement with big questions, both contemporary and enduring
2. Intellectual and Practical Skills, Including
 - Inquiry and analysis
 - Critical and creative thinking
 - Written and oral communication
 - Quantitative literacy
 - Information literacy
 - Teamwork and problem solving practiced extensively, across the curriculum, in the context of progressively more challenging problems, projects, and standards for performance
3. Personal and Social Responsibility and Engagement, Including
 - Civic knowledge and involvement—campus, local and global
 - Intercultural knowledge and competence
 - Ethical reasoning and action
 - Foundations and skills for lifelong learning anchored through active involvement with diverse communities and real-world challenges
4. Integrative and Applied Learning, Including
 - Synthesis and advanced accomplishment across general education, liberal studies, specialized studies and activities in the broader campus community demonstrated through the application of knowledge, skills, and responsibilities to new settings and complex problems

Learner Outcomes Assessment

North Hennepin Community College conducts assessment of student learning to improve teaching and learning and to be accountable to the communities it serves. A college culture that values ongoing assessment is the foundation for continuing improvement of the quality of higher education.

While at North Hennepin Community College, students will participate in a variety of assessment activities, both inside and outside of class. In class, students will - in addition to taking quizzes and tests - write essays and papers, make reports and presentations, create visual representations of concepts, prepare portfolios and participate in a variety of other assessment activities. Students will also learn to assess their own work and that of their peers. In addition, they will complete assessments of the courses they complete.

As a participant in the larger, College-wide community, students will take computer-based assessment tests that will assist NHCC in placing students into appropriate courses in reading, writing and mathematics and will complete surveys to assess academic support services and College programs. Students who complete certain career programs will take assessments required by national certification boards. Students will also be asked to participate in graduate follow-up surveys after they graduate.

All these assessments have a single focus - improving learning. Each instructor at the College designs his or her own learning activities and assessments, but all faculty and staff work together to help students achieve the College's educational goals:

- Discipline, knowledge and the ability to apply it
- Life-long learning and critical thinking skills
- Effective communication skills
- The ability to function in complex, diverse environments

Associate Degree Programs

Associate in Arts (A.A.) Degree

The Associate in Arts (A.A.) is awarded for successful completion of 60 credits and is designed for transfer to constitute the first two years of a liberal arts bachelor degree program. An A.A. degree includes the entire Minnesota Transfer Curriculum (40 semester credits in all 10 goal areas, with a 2.00 GPA, which includes transferred credits, as the general education requirement. Students may also choose to concentrate in a particular field of study in preparation for a planned major or professional emphasis at a four-year college by following the pre-major requirements of the desired transfer institution in addition to the MnTC and A.A. requirements. The A.A. Degree requires a minimum of 60 semester credits.

In order to graduate, a student shall:

1. Earn a grade point average of 2.00 (C) or higher in courses taken at North Hennepin Community College.
2. Earn a minimum of 20 semester credits of the 60 semester credits required for the A.A. Degree at NHCC.
3. Have four years to complete the graduation requirements as published in the catalog in effect at the time of their initial enrollment. Students taking longer than four years to complete their graduation requirements may follow any catalog published during the four-year period preceding their graduation.
4. Complete at least 4 credits for the Wellness requirement with at least one course from each of the following areas: Health (all courses) and Physical Education (all courses).
5. Complete 16 elective credits selected from all courses listed in the College's offerings, which are numbered 1000 or higher. If the student intends to transfer, he/she is encouraged to work with a counselor or adviser to fulfill requirements for transfer to the other institution.

Completion of the MnTC and/or the completion of an associates degree fulfills the MnTC Goal Area 2 Critical Thinking requirement.

North Hennepin Community College offers the following A.A. degree programs:

- A.A. in Liberal Arts and Sciences
- A.A. with an emphasis in History
- A.A. with an emphasis in Film

Associate in Fine Arts (A.F.A.) Degree

An Associate in Fine Arts (A.F.A.) degree is intended for students whose primary goal is to complete a program in a designated discipline in fine arts. The A.F.A. degree is designed for transfer to a baccalaureate degree.

In order to graduate, a student shall:

1. Earn a minimum of 60-68 semester credits as required in the program, with a grade point average of 2.00 (C) or above in courses taken at North Hennepin Community College. Specific programs may have additional requirements or a higher minimum grade point average.
2. Earn a minimum of 20 semester credits at North Hennepin Community College. A student must complete at least 50% of the fine arts courses at North Hennepin Community College.
3. Have four years to complete the graduation requirements as published in the catalog in effect at the time of their initial enrollment. Students taking longer than four years to complete their graduation requirements may follow any catalog published during the four-year period preceding their graduation.
4. Completion of the MnTC and/or the completion of the AFA degree fulfills the MnTC Goal Area 2 Critical Thinking requirement.

North Hennepin Community College offers the following A.F.A degree program:

- A.F.A. Creative Writing
- A.F.A. Music
- A.F.A. Studio Arts
- A.F.A. Theatre

Associate in Science (A.S.) Degree

The Associate in Science (A.S.) degree is intended for students whose primary goal is to prepare for transfer to complete a bachelor's degree at a college or university with whom North Hennepin Community College has an articulation agreement and/or complete the credentials for a specific career. The A.S. degree provides a balance of general education courses and the required scientific, professional or technical courses in the degree program.

In order to graduate, a student shall:

1. Earn a minimum of 60-68 semester credits as required in the program, with a grade point average of 2.00 (C) or above in courses taken at North Hennepin Community College. Specific programs may have additional requirements or a higher minimum grade point average.
2. Earn a minimum of 20 semester credits at North Hennepin Community College. A student must complete at least 50% of career specific courses at North Hennepin Community College.
3. Earn 30 credits in at least 6 MnTC goal areas.
4. Earn additional professional/technical credits.
5. Have four years to complete the graduation requirements as published in the catalog in effect at the time of their initial enrollment. Students taking longer than four years to complete their graduation requirements may follow any catalog published during the four-year period preceding their graduation.

Completion of the MnTC and/or the completion of the AS degree fulfills the MnTC Goal Area 2 Critical Thinking requirement.

North Hennepin Community College offers the following A.S. degree programs:

- Accounting
- Biology
- Business Computer Systems and Management
- Business Administration
- Chemistry
- Computer Science
- Construction Management
- Criminal Justice
- (Pre) Engineering
- Graphic Design
- Individualized Studies
- Law Enforcement
- Mathematics
- Nursing
- Paralegal
- Physical Education

Associate in Applied Science (A.A.S.) Degree

The Associate in Applied Science (A.A.S.) degree is intended for those students who plan to use the competence gained through their degree for immediate employment or enhancing current career skills. Many of the A.A.S. degree programs have articulation agreements with four-year institutions for transfer of the program.

In order to graduate, a student shall:

1. Earn a minimum of 60 semester credits as required in the program with a grade point average of 2.00 (C) or above in courses taken at North Hennepin Community College. Specific programs may have additional requirements or a higher minimum grade point average.
2. Earn a minimum of 20 semester credits at North Hennepin Community College. A student must complete at least 50% of the professional or technical courses at North Hennepin Community College.
3. Earn 20 credits in at least 3 MnTC goal areas.
4. Earn 40 professional/technical credits.
5. Have four years to complete the graduation requirements as published in the catalog in effect at the time of their initial enrollment. Students taking longer than four years to complete their graduation requirements may follow any catalog published during the four-year period preceding their graduation.

Completion of the MnTC and/or the completion of the AAS degree fulfills the MnTC Goal Area 2 Critical Thinking requirement.

North Hennepin Community College offers the following A.A.S. degree programs:

- Accounting Technology
- Business Computer Systems and Management
- Entrepreneurship
- Finance Management
- Histotechnology
- Management
- Marketing
- Medical Laboratory Technology

See the NHCC website (www.nhcc.edu) and student publications for degree application deadlines.

Certificate Programs

Concentrated programs of study are available in certain areas as certificates. Certificates are designed for those students who wish to develop vocational skills for specific career areas. Certificates shall include 9 to 30 semester credits.

In order to earn a certificate, a student shall:

1. Complete courses in the certificate program with a minimum grade point average of 2.00 (C).
2. Complete at least one-third of the total credits required for each certificate at North Hennepin Community College.

3. Have four years to complete the certificate requirements as published in the catalog in effect at the time of their initial enrollment. Students taking longer than four years to complete their certificate requirements may follow any catalog published during the four-year period preceding their completion.

North Hennepin Community College offers the following Certificate programs:

Academic English Language Proficiency

Accounting

- Accounting Essentials
- General Accounting
- Small Business Accounting

American Sign Language

Building Inspection Technology

Construction Management

Public Works

Business Computer Systems and Management

- Desktop Publishing Essentials
- E-Commerce Essentials
- E-Commerce Professional
- Microsoft Office Administrative Professional
- Microsoft Office Essentials
- Microsoft Office Fundamentals
- Microsoft Office Specialist
- Microsoft Office Technical Professional
- Web Graphic Design and Programming and e-Commerce
- Word Processing Essentials

Business

- Business Communication Essentials
- Business Principles
- Finance and Investments
- Leadership Essentials
- Management and Entrepreneurship
- Marketing and Sales

Chemistry

- Chemical Laboratory Assistant

Computer Science

- Application Programming
- Game Programming
- Internet Programming
- .NET Programming
- Object Oriented Programming
- Web Graphic Design and Programming and e-Commerce

Entrepreneurship

Graphic Design

- Web Graphic Design and Programming and e-Commerce

Marketing/Advertising/Sales

- Marketing and Sales

Paralegal

Personal Training

Minnesota Transfer Curriculum (effective date 1-2-2013)

At North Hennepin Community College, the Minnesota Transfer Curriculum (MnTC) provides the general education distribution requirements for the Associate of Arts degree and provides the general education component for each of the career programs. The MnTC is designed to give students a college-level general education curriculum that focuses on the knowledge and skills necessary to be successful in modern society.

The Minnesota Transfer Curriculum (MnTC) is an agreement among Minnesota public institutions that aids in transfer among public colleges and universities in Minnesota. Upon full completion of the MnTC, a student will receive credit for all lower-division general education requirements (40 credits) upon admission. Partial completion of the MnTC will first be evaluated for completion of any of the 10 Goal Areas within the MnTC and then on a course-by-course basis. In all cases, courses recognized within particular Goal Area(s) by the previous institution will be accepted at North Hennepin Community College within the same Goal Area(s). A 2.00 MnTC GPA is required for recognition of a student's completion of the entire Minnesota Transfer Curriculum with or without completing an associate degree.

Goal Area 1: Communication

Goal: To develop writers and speakers who use the English language effectively and who read, write, speak and listen critically. As a base, all students should complete introductory communication requirements early in their collegiate studies. Writing competency is an ongoing process reinforced through writing-intensive courses and writing across the

curriculum. Speaking and listening skills are reinforced through multiple opportunities for interpersonal communication, public speaking and discussion.

MnTC approved courses for Goal Area 1:

Students must complete a minimum of nine (9) credits by taking at least six (6) credits in writing and three (3) credits in communications. Courses that fulfill more than one goal area show the additional goal area in parentheses (#) after course title.

GOAL	SUBJ	NBR	TITLE	CRHR
01	COMM	1010	Fundamentals of Public Speaking	3
01	COMM	1110	Principles of Interpersonal Communication	3
01	COMM	1210	Small Group Communication	3
01	COMM	1410	Human Communication Theory	3
01	COMM	1510	Nonverbal Communication (8)	3
01	COMM	1610	Introduction to Mass Communication (9)	3
01	COMM	1710	Oral Interpretation and Traditions (8)	3
01	ENGL	1201	College Writing I	4
01	ENGL	1202	College Writing II	2
01	TFT	1710	Oral Interpretation and Traditions (8)	3

Goal Area 2: Critical Thinking

Goal: To develop thinkers who are able to unify factual, creative, rational and value-sensitive modes of thought. Critical thinking will be taught and used throughout the general education curriculum to develop students' awareness of their own thinking and problem-solving procedures. To integrate new skills into their customary ways of thinking, students must be actively engaged in practicing thinking skills and applying them to open-ended problems.

MnTC approved courses for Goal Area 2:

Completion of the MnTC and/or the completion of an associate's degree fulfills the Critical Thinking requirement.

GOAL	SUBJ	NBR	TITLE	CRHR
02	MATH	1090	Statway Statistics II (4)	4

Goal Area 3: Natural Sciences

Goal: To improve students' understanding of natural science principles and of the methods of scientific inquiry, i.e., the ways in which scientists investigate natural science phenomena. As a basis for lifelong learning, students need to know the vocabulary of science and to realize that while a set of principles has been developed through the work of previous scientists, ongoing scientific inquiry and new knowledge will bring changes in some of the ways scientists view the world. By studying the problems that engage today's scientists, students learn to appreciate the importance of science in their lives and to understand the value of a scientific perspective. Students are encouraged to study both the biological and physical sciences.

MnTC approved courses for Goal Area 3:

Students must complete a minimum of seven (7) credits. The courses must come from at least two different departments and at least one must be a traditional lab course-designated by *. Courses that fulfill more than one goal area show the additional goal area in parentheses (#) after course title.

GOAL	SUBJ	NBR	TITLE	CRHR
03	ANTH	1020	Intro to Anthropology: Physical Anthropology, Archaeology & Prehistory (10)	3
03	BIOL	1000	Life Science *	4
03	BIOL	1001	Biology I *	4
03	BIOL	1030	Boundary Waters Canoe Area Field Biology (10)	4
03	BIOL	1101	Principles of Biology I *	4
03	BIOL	1102	Principles of Biology II *	4
03	BIOL	1120	Human Biology	3
03	BIOL	1130	Human Biology with a Lab *	4
03	BIOL	1160	Global Environment Field Biology (10)	4
03	BIOL	1200	Current Environmental Issues * (10)	4
03	BIOL	1350	Biology of Women	3
03	BIOL	1360	Biology of Women with a Lab *	4
03	BIOL	1610	Field Ecology (10)	1
03	BIOL	1650	Human Biology Series	1
03	BIOL	2020	Animal Biology *	4
03	BIOL	2030	Plant Biology *	4
03	BIOL	2100	Microbiology *	4
03	BIOL	2111	Human Anatomy and Physiology I *	4
03	BIOL	2112	Human Anatomy and Physiology II *	4
03	CHEM	1000	Chemistry and Society (10) *	4
03	CHEM	1010	Introduction to Chemistry *	4
03	CHEM	1030	Introduction to Physical Sciences *	4

03	CHEM	1061	Principles of Chemistry I *	4
03	CHEM	1062	Principles of Chemistry II *	4
03	GEOG	1010	Physical Geography (10)	3
03	GEOL	1010	Minnesota Field Geology Series: Glacial Geology (10)	2
03	GEOL	1020	Minnesota Field Geology Series: Volcanic, Plutonic and Metamorphic Geology (10)	2
03	GEOL	1030	Minnesota Field Geology Series: Fluvial Geology (10)	2
03	GEOL	1040	Minnesota Field Geology Series: Caves, Karst and Ancient Seaways (10)	2
03	GEOL	1110	Physical Geology *	4
03	GEOL	1120	Historical Geology * (10)	4
03	GEOL	1130	Rocky Mountain Field Study	4
03	GEOL	1150	Boundary Waters Field Geology (10)	4
03	GEOL	1160	Global Environmental Field Geology (10)	4
03	GEOL	1850	Oceanography (10)	3
03	GEOL	1851	Oceanography Lab * (10)	1
03	NSCI	1000	Conceptual Physics	4
03	NSCI	1010	Science of Disaster Workshop I	1
03	NSCI	1020	Science of Disaster Workshop II	1
03	NSCI	1030	Science of Disaster Workshop III	1
03	NSCI	1050	Astronomy *	4
03	NSCI	1060	The Solar System	3
03	NSCI	1061	Solar System Lab *	1
03	NSCI	1070	Concepts of the Stars and Universe	3
03	NSCI	1071	Stars and the Universe Lab *	1
03	NSCI	1110	Minnesota's Natural History (10)	4
03	NSCI	1120	Meteorology *	4
03	PHYS	1000	Conceptual Physics *	4
03	PHYS	1030	Introduction to Physical Sciences *	4
03	PHYS	1050	Astronomy *	4
03	PHYS	1060	The Solar System	3
03	PHYS	1061	Solar System Lab *	1
03	PHYS	1070	Concepts of the Stars and Universe	3
03	PHYS	1071	Stars and the Universe lab *	1
03	PHYS	1120	Meteorology *	4
03	PHYS	1140	Energy Aspects of Our Physical Environment	3
03	PHYS	1201	Principles of Physics I *	5
03	PHYS	1202	Principles of Physics II *	5
03	PHYS	1601	General Physics I *	5
03	PHYS	1602	General Physics II *	5

Goal Area 4: Mathematical/Logical Reasoning

Goal: To increase students' knowledge about mathematical and logical modes of thinking. This will enable students to appreciate the breadth of applications of mathematics, evaluate arguments and detect fallacious reasoning. Students will learn to apply mathematics, logic and/or statistics to help them make decisions in their lives and careers. Minnesota's public higher education systems have agreed that developmental mathematics includes the first three years of a high school mathematics sequence through intermediate algebra.

MnTC approved courses for Goal Area 4:

Students must complete a minimum of one college level math or logic course.

GOAL	SUBJ	NBR	TITLE	CRHR
04	MATH	1010	Survey of Mathematics	3
04	MATH	1090	Statway Statistics II (2)	4
04	MATH	1130	Elementary Statistics	3
04	MATH	1140	Finite Mathematics	3
04	MATH	1150	College Algebra	3
04	MATH	1170	Trigonometry	4
04	MATH	1180	Pre-Calculus	5
04	MATH	1200	Calculus Survey	3
04	MATH	1221	Calculus I	5
04	MATH	1222	Calculus II	5
04	MATH	2010	Probability and Statistics	3
04	MATH	2220	Calculus III	5
04	MATH	2300	Linear Algebra	3
04	MATH	2400	Differential Equations	3
04	PHIL	1050	Introduction to Logic	3

Goal Area 5: History and the Social and Behavioral Sciences

Goal: To increase student's knowledge of how historians and social and behavioral scientists discover, describe and explain the behaviors and interactions among individuals, groups, institutions, events and ideas. Such knowledge will better equip students to understand themselves and the roles they play in addressing the issues facing humanity.

MnTC approved courses for Goal Area 5:

Students must complete a minimum of nine (9) credits in three of these courses. One course must come from the Behavioral Sciences and one from Social Sciences. Courses that fulfill more than one goal area show the additional goal area in parentheses (#) after course title.

Behavioral Science

GOAL	SUBJ	NBR	TITLE	CRHR
05	PSYC	1150	General Psychology	3
05	PSYC	1165	Psychology of Adjustment	3
05	PSYC	1170	Psychology of Gender (7)	3
05	PSYC	1210	Child Development	3
05	PSYC	1220	Adult Development	3
05	PSYC	2320	Abnormal Psychology	3
05	PSYC	2330	Personality	3
05	PSYC	2340	Human Sexuality (7)	3
05	PSYC	2350	Multicultural Psychology (8)	3
05	SOC	1110	Introduction to Sociology (7)	3
05	SOC	1710	Introduction to Criminal Justice	3
05	SOC	1750	Families in Crisis	3
05	SOC	2110	Principles of Social Psychology	3
05	SOC	2210	Minority Groups (7)	3
05	SOC	2730	Introduction to Corrections	3

Social Science

GOAL	SUBJ	NBR	TITLE	CRHR
05	ANTH	1010	Introduction to Anthropology: Cultural Anthropology (8)	3
05	ANTH	1130	The Archaeology of Prehistoric Europe (10)	3
05	ECON	1050	Economics of Crime (9)	3
05	ECON	1060	Principles of Economics Macro (8)	3
05	ECON	1070	Principles of Economics Micro	3
05	HIST	1010	World History: Origins to 1300 (8)	3
05	HIST	1020	World History: 1300 to Present (8)	3
05	HIST	1030	Colonial History of the Americas (8)	3
05	HIST	1110	History of Western Civilization Pre 1550 (8)	3
05	HIST	1120	History of Western Civilization 1550 to Present (8)	3
05	HIST	1130	History of the Medieval West (8)	3
05	HIST	1140	History of the Ancient West (8)	3
05	HIST	1200	History of United States Through 1877 (7)	3
05	HIST	1210	History of the United States Since 1877 (7)	3
05	HIST	1240	History of the American West (7)	3
05	HIST	1270	Race in America (7)	3
05	HIST	2500	World Regional History (8)	3
05	HIST	2600	Intellectual History (9)	3
05	HIST	2700	History and Popular Culture (9)	3
05	POLS	1100	American Government and Politics (9)	3
05	POLS	1140	State and Local Politics (9)	3
05	POLS	1600	Comparative Politics (9)	3
05	POLS	1700	World Politics (8)	3
05	POLS	2130	Constitutional Law	3

Goal Area 6: Humanities and Fine Arts

Goal: To expand students' knowledge of the human condition and human cultures, especially in relation to behavior, ideas and values expressed in works of human imagination and thought. Through study in disciplines such as literature, philosophy and the fine arts, students will engage in critical analysis, form aesthetic judgments and develop an appreciation of the arts and humanities as fundamental to the health and survival of any society. Students should have experiences in both the arts and humanities.

MnTC approved courses for Goal Area 6:

Students must complete a minimum of nine (9) credits in three of these courses. Courses must come from at least two different departments.

GOAL	SUBJ	NBR	TITLE	CRHR
06	ARBC	1030	Arab Cultures (8)	3

06	ART	1040	Introduction to Art (8)	3
06	ART	1101	Photography I	3
06	ART	1102	Photography II	3
06	ART	1160	Digital Photography	3
06	ART	1170	Advanced Photography	3
06	ART	1270	Digital Video Production	3
06	ART	1301	Two Dimensional Design I	3
06	ART	1302	Two Dimensional Design II	3
06	ART	1310	Three Dimensional Design	3
06	ART	1320	Introduction to Sculpture	3
06	ART	1340	Fundamentals of Color	3
06	ART	1361	Ceramics I	3
06	ART	1362	Ceramics II	3
06	ART	1401	Drawing I	3
06	ART	1402	Drawing II	3
06	ART	1770	Quilt Arts	3
06	ART	2180	Art History: Pre-History to the Age of Cathedrals (8)	3
06	ART	2190	Art History: Renaissance to 21st Century Art (8)	3
06	ART	2300	Architectural History (8)	2
06	ART	2611	Painting I	3
06	ART	2612	Painting II	3
06	ART	2640	Watercolor	3
06	ART	2740	Jewelry Workshop	1
06	ART	2750	Ceramics Workshop	1
06	ART	2781	Quiltmaking Workshop I	1
06	ART	2782	Quiltmaking Workshop II	1
06	ART	2800	Painting Workshop	1
06	ART	2820	Drawing Workshop	1
06	ART	2860	Photography Workshop	1
06	ART	2900	Studio Arts Capstone Practicum	1
06	ART	2970	Art Appreciation Field Trip	1
06	ENGL	1150	Introduction to Literature	3
06	ENGL	1250	Magazine Workshop	2
06	ENGL	1400	Reading Poetry	3
06	ENGL	1450	Reading Plays (7)	3
06	ENGL	1900	Introduction to Creative Writing	3
06	ENGL	1950	Graphic Novels	3
06	ENGL	2010	Writing Creative Non-Fiction and Memoir	3
06	ENGL	2020	Writing Stories	3
06	ENGL	2030	Writing Poetry	3
06	ENGL	2270	Modern American Literature	3
06	ENGL	2310	American Short Story	3
06	ENGL	2320	Writing: From Structure to Style (7)	3
06	ENGL	2330	Hmong American Literature (7)	3
06	ENGL	2340	Nature in Literature (10)	3
06	ENGL	2350	Women and Literature (7)	3
06	ENGL	2360	Global Literary Perspectives (8)	3
06	ENGL	2370	African American Literature (7)	3
06	ENGL	2380	American Indian Literature (7)	3
06	ENGL	2390	American Working-Class Literature (9)	3
06	ENGL	2450	Survey of American Literature I (7)	3
06	ENGL	2460	Survey of American Literature II (7)	3
06	ENGL	2500	Playwrighting	3
06	ENGL	2550	Survey of British Literature I (8)	3
06	ENGL	2560	Survey of British Literature II (8)	3
06	ENGL	2580	The Shakespeare's Plays (8)	3
06	ENGL	2900	Fantasy Literature (7)	3
06	ENGL	2950	Mystery and Detective Fiction (9)	3
06	INTD	1030	Introduction to Japanese Culture (10)	3
06	MUSC	1130	College Choir	1
06	MUSC	1160	Large Instrumental Ensemble	1
06	MUSC	1170	Instrumental Jazz Ensemble	1
06	MUSC	1180	Small Group Performance Ensemble	1
06	MUSC	1200	Fundamentals of Music	3
06	MUSC	1220	Survey of Western Music (8)	3
06	MUSC	1241	Music Theory I	3
06	MUSC	1242	Music Theory II	3
06	MUSC	1300	Music in World Cultures (8)	3
06	MUSC	1350	History of Rock 'n Roll	3
06	MUSC	1501	Class Guitar I	2

06	MUSC	1502	Class Guitar II	2
06	MUSC	1510	Applied Music: Guitar	1
06	MUSC	1600	Class Voice	2
06	MUSC	1610	Applied Music: Voice	1
06	MUSC	1801	Class Piano I	2
06	MUSC	1802	Class Piano II	2
06	MUSC	1810	Applied Music: Piano	1
06	MUSC	1830	Applied Music: Strings	1
06	MUSC	1850	Applied Music: Percussion	1
06	MUSC	1860	Applied Music: Brass	1
06	MUSC	1870	Applied Music: Woodwinds	1
06	MUSC	2010	Advanced Applied Music Lessons	2
06	MUSC	2170	History of Music I: Medieval Through Classical Eras (8)	3
06	MUSC	2180	History of Music II: Romantic Era to the 21st Century (8)	3
06	MUSC	2241	Music Theory III	3
06	MUSC	2242	Music Theory IV	3
06	MUSC	2970	Music Appreciation Field Trip	1
06	PHIL	1010	Introduction to Philosophy (8)	3
06	PHIL	1020	Ethics (9)	3
06	PHIL	1030	Eastern Religions (8)	3
06	PHIL	1040	Western Religions (8)	3
06	PHIL	1060	Philosophy of Religion (8)	3
06	SPAN	1030	Spanish and Latin American Culture (8)	3
06	TFT	1200	Theatre in the Twin Cities	3
06	TFT	1210	Introduction to Theatre (7)	3
06	TFT	1250	Introduction to Film	3
06	TFT	1260	Introduction to Television (8)	3
06	TFT	1270	Digital Video Production	3
06	TFT	1280	Introduction to Screenwriting	3
06	TFT	1290	Design for Theatre	3
06	TFT	1310	American Cinema (7)	3
06	TFT	1320	World Cinema (8)	3
06	TFT	1350	The American Musical Theatre (7)	3
06	TFT	1500	Acting I: Improvisation and Foundations	3
06	TFT	1510	Foundations of Acting: Stage Movement and Voice	3
06	TFT	1520	Acting II: Building Characters	3
06	TFT	1531	Stage Combat I	3
06	TFT	1532	Stage Combat II	3
06	TFT	1540	Acting for the Camera	3
06	TFT	1600	Theatre Practicum: Performance	1-3
06	TFT	1610	Theatre Practicum: Technical	1-3
06	TFT	2010	Fundamentals of Directing	3
06	TFT	2500	Playwrighting	3
06	TFT	2950	Theatre Appreciation Field Trip	1-3

Designated Themes: Students must take courses in each of Goal Areas 7, 8, 9, and 10: Human Diversity, Global Perspective, Ethical and Civic Responsibility and People and the Environment. Courses in goal areas 1- 6 that are also listed in these four goal areas can be used to satisfy both areas. Courses that fulfill more than one goal area show the additional goal area in parentheses (#) after course title.

Goal Area 7: Human Diversity

Goal: To increase students' understanding of individual and group differences (e.g. race, gender, class) and their knowledge of the traditions and values of various groups in the United States. Students should be able to evaluate the United States' historical and contemporary responses to group differences.

MnTC approved courses for Goal Area 7:

Courses that fulfill more than one goal area show the additional goal area in parentheses (#) after course title.

GOAL	SUBJ	NBR	TITLE	CRHR
07	ASL	1300	Deaf Culture	3
07	COMM	1310	Intercultural Communication (8)	3
07	ENGL	1450	Reading Plays (6)	3
07	ENGL	2320	Writing: From Structure to Style (6)	3
07	ENGL	2330	Hmong American Literature (6)	3
07	ENGL	2350	Women and Literature (6)	3
07	ENGL	2370	African American Literature (6)	3
07	ENGL	2380	American Indian Literature (6)	3
07	ENGL	2450	Survey of American Literature I (6)	3

07	ENGL	2460	Survey of American Literature II (6)	3
07	ENGL	2900	Fantasy Literature (6)	3
07	GEOG	1000	Geography of the United States	2
07	GEOG	1040	Human Geography (8)	3
07	HIST	1200	History of United States Through 1877 (5)	3
07	HIST	1210	History of the United States Since 1877 (5)	3
07	HIST	1240	History of the American West (5)	3
07	HIST	1270	Race in America (5)	3
07	INTD	1040	American Indian Culture - Indigenous Peoples of Minnesota (10)	3
07	PHIL	1040	Western Religions	3
07	PSYC	1170	Psychology of Gender (5)	3
07	PSYC	2340	Human Sexuality (5)	3
07	SOC	1110	Introduction to Sociology (5)	3
07	SOC	1130	Social Problems/Deviance (9)	3
07	SOC	2210	Minority Groups (5)	3
07	TFT	1210	Introduction to Theatre (6)	3
07	TFT	1310	American Cinema (6)	3
07	TFT	1310	The American Musical Theatre (6)	3

Goal Area 8: Global Perspective

Goal: To increase students' understanding of the growing interdependence of nations and peoples and develop their ability to apply a comparative perspective to cross-cultural social, economic and political experiences.

MnTC approved courses for Goal Area 8:

Courses that fulfill more than one goal area show the additional goal area in parentheses (#) after course title.

GOAL	SUBJ	NBR	TITLE	CRHR
08	ANTH	1010	Introduction to Anthropology: Cultural Anthropology (5)	3
08	ARBC	1030	Arab Cultures (6)	3
08	ARBC	1101	Introduction to Arabic	4
08	ARBC	1102	Beginning Arabic II	4
08	ARBC	2201	Intermediate Arabic I	4
08	ART	1040	Introduction to Art (6)	3
08	ART	2180	Art History: Pre-History to the Age of Cathedrals (6)	3
08	ART	2190	Art History: Renaissance to 21st Century Art (6)	3
08	ART	2300	Architectural History (6)	2
08	ASL	1101	American Sign Language I	4
08	ASL	1102	American Sign Language II	4
08	ASL	2201	Intermediate American Sign Language I	4
08	ASL	2202	Intermediate American Sign Language II	4
08	COMM	1310	Intercultural Communication (7)	3
08	COMM	1510	Nonverbal Communication (1)	3
08	COMM	1710	Oral Interpretation and Traditions (1)	3
08	ECON	1060	Principles of Economics Macro (5)	3
08	ENGL	2360	Global Literary Perspectives (6)	3
08	ENGL	2550	Survey of British Literature I (6)	3
08	ENGL	2560	Survey of British Literature II (6)	3
08	ENGL	2580	The Shakespeare's Plays (6)	3
08	GEOG	1040	Human Geography (7)	3
08	GEOG	1100	World Geography	3
08	HIST	1010	World History: Origins to 1300 (5)	3
08	HIST	1020	World History: 1300 to Present (5)	3
08	HIST	1030	Colonial History of the Americas (5)	3
08	HIST	1110	History of Western Civilization Pre 1550 (5)	3
08	HIST	1120	History of Western Civilization 1550 to Present (5)	3
08	HIST	1130	History of the Medieval West (5)	3
08	HIST	1140	History of the Ancient West (5)	3
08	HIST	2500	World Regional History (5)	3
08	INTD	1211	The History, Philosophy, and Practice of Traditional Aikido I (9)	3
08	INTD	1212	The History, Philosophy and Practice of Traditional Aikido II (9)	3
08	MUSC	1220	Survey of Western Music (6)	3
08	MUSC	1300	Music in World Cultures (6)	3
08	MUSC	2170	History of Music I: Medieval Through Classical Eras (6)	3
08	MUSC	2180	History of Music II: Romantic Era to the 21st Century (6)	3
08	PHIL	1010	Introduction to Philosophy (6)	3
08	PHIL	1030	Eastern Religions (6)	3
08	PHIL	1060	Philosophy of Religion (6)	3
08	PHIL	1070	Political Philosophy (9)	3
08	PHIL	1210	Peace Ethics (9)	3

08	POLS	1600	Comparative Politics (5)	3
08	POLS	1700	World Politics (5)	3
08	PSYC	2350	Multicultural Psychology (5)	3
08	SPAN	1030	Spanish and Latin American Culture (6)	3
08	SPAN	1101	Beginning Spanish I	5
08	SPAN	1102	Beginning Spanish II	5
08	SPAN	2201	Intermediate Spanish I	5
08	SPAN	2202	Intermediate Spanish II	5
08	TFT	1260	Introduction to Television (6)	3
08	TFT	1320	World Cinema (6)	3
08	TFT	1710	Oral Interpretation and Traditions (1)	3

Goal Area 9: Ethical and Civic Responsibility

Goal: To develop students' capacity to identify, discuss and reflect upon the ethical dimensions of political, social and personal life and to understand the ways in which they can exercise responsible and productive citizenship. While there are diverse views of social justice or the common good in a pluralistic society, students should learn that responsible citizenship requires them to develop skills to understand their own and others' positions and be part of the free exchange of ideas and function as public-minded citizens.

MnTC approved courses for Goal Area 9:

Courses that fulfill more than one goal area show the additional goal area in parentheses (#) after course title.

GOAL	SUBJ	NBR	TITLE	CRHR
09	COMM	1610	Introduction to Mass Communication (1)	3
09	ECON	1050	Economics of Crime (5)	3
09	ENGL	2390	American Working-Class Literature (6)	3
09	ENGL	2950	Mystery and Detective Fiction (6)	3
09	HIST	2600	Intellectual History (5)	3
09	HIST	2700	History and Popular Culture (5)	3
09	INTD	1211	The History, Philosophy, and Practice of Traditional Aikido I (8)	3
09	INTD	1212	The History, Philosophy and Practice of Traditional Aikido II (8)	3
09	PHIL	1020	Ethics (6)	3
09	PHIL	1070	Political Philosophy (8)	3
09	PHIL	1110	Problem Solving	3
09	PHIL	1200	Environmental Ethics (10)	3
09	PHIL	1210	Peace Ethics (8)	3
09	POLS	1100	American Government and Politics (5)	3
09	POLS	1140	State and Local Politics (5)	3
09	SOC	1130	Social Problems/Deviance (7)	3

Goal Area 10: People and the Environment

Goal: To improve students' understanding of today's complex environmental challenges. Students will examine the interrelatedness of human society and the natural environment. Knowledge of both biophysical principles and socio-cultural systems is the foundation for integrative and critical thinking about environmental issues.

MnTC approved courses for Goal Area 10:

Courses that fulfill more than one goal area show the additional goal area in parentheses (#) after course title.

GOAL	SUBJ	NBR	TITLE	CRHR
10	ANTH	1020	Intro to Anthropology: Physical Anthropology, Archaeology & Prehistory (3)	3
10	ANTH	1130	The Archaeology of Prehistoric Europe (5)	3
10	BIOL	1030	Boundary Waters Canoe Area Field Biology (3)	4
10	BIOL	1160	Global Environment Field Biology (3)	4
10	BIOL	1200	Current Environmental Issues (3)	4
10	BIOL	1600	Biology of Nature Series	1
10	BIOL	1610	Field Ecology (3)	1
10	CHEM	1000	Chemistry and Society (3)	4
10	ENGL	2340	Nature in Literature (6)	3
10	GEOG	1010	Physical Geography (3)	3
10	GEOL	1010	Minnesota Field Geology Series: Glacial Geology	2
10	GEOL	1020	Minnesota Field Geology Series: Volcanic, Plutonic and Metamorphic Geology (3)	2
10	GEOL	1030	Minnesota Field Geology Series: Fluvial Geology (3)	2
10	GEOL	1040	Minnesota Field Geology Series: Caves, Karst and Ancient Seaways (3)	2
10	GEOL	1120	Historical Geology (3)	4
10	GEOL	1150	Boundary Waters Field Geology (3)	4
10	GEOL	1160	Global Environmental Field Geology (3)	4
10	GEOL	1850	Oceanography (3)	3
10	GEOL	1851	Oceanography Lab (3)	1

10	INTD	1030	Introduction to Japanese Culture (6)	3
10	INTD	1040	American Indian Culture - Indigenous Peoples of Minnesota (7)	3
10	NSCI	1110	Minnesota's Natural History (3)	4
10	PHIL	1200	Environmental Ethics (9)	3

Grading System

Grade Point Average (GPA) – GPA is determined by adding all grade points and dividing by the sum of all GPA Credits. Grades of A, HA, B, HB, C, D, F or FN are calculated in grade point average; grades of AU, NN, I, NC, P, and W are not calculated in grade point average.

Grades and Grade Points

A	=	4 grade points
HA	=	4 grade points
B	=	3 grade points
HB	=	3 grade points
C	=	2 grade points
D	=	1 grade points
FN	=	0 grade points
F	=	0 grade points

AU Audit – An audit must be declared in person at the Records and Registration Office prior to the start of the term or the course. Regular tuition rates apply for audited courses. Audited courses are not eligible for financial aid and may not be applied toward a degree.

FN Failure for Non-attendance – An FN (and corresponding last-date-of-attendance) may be assigned at the discretion of the instructor when students have never attended or are no longer attending or completing class assignments. The FN grade will affect both GPA (0 grade points) and completion rate.

HA Honors Option – The student has completed the course with an A.

HB Honors Option – The student has completed the course with a B.

I Incomplete – An incomplete may be assigned at the discretion of the instructor when students have completed most of the course work at a passing level, cannot complete the remaining work on schedule because of illness or other unusual circumstance, and have requested a grade of incomplete. A grade of I is a temporary grade and will automatically become an F grade (or NC in the case of courses numbered below 1000) at the end of the next semester (not including summer session) if the required course work is not completed.

NC No Credit – An NC is assigned for no achievement and reserved for developmental coursework numbered below 1000. NC will not affect GPA, but will affect completion rate.

NN Failure for non-attendance – Reserved for developmental coursework numbered below 1000. NN grade will not affect GPA, but will affect completion rate.

P Pass – Individual students do not have the option of requesting the P/NC or P/F grading method; only courses selected by NHCC are graded using P/NC or P/F.

W Withdraw – A “W” is student initiated and recorded when a student officially withdraws during the withdraw period (after the add/drop period and up to 80% of the term and/or course).

Repeated credits: Repeats may be allowed in order to improve a grade or review course material. All grades appear on the transcript, but the highest grade is used in calculating GPA.

Grade Reports

Student grade reports are not mailed. Grade reports are accessible through eServices at www.nhcc.edu using your Student ID and Password.

Honors

Dean's List

The Dean's List is prepared after each fall and spring semester. Students, in good standing, completing 12 or more college-level credits during the semester who earn a minimum grade point average of 3.50 receive recognition.

Honor Society

Phi Theta Kappa, an international community college honor society, is for students earning a 3.5 grade point average with 12 or more credits at North Hennepin Community College.

Honors Recognition

Honors recognition is bestowed at graduation for the following students:

NHCC Scholar – Associate degree and advanced certificate students graduating with a GPA of 3.50 or better in all courses taken at NHCC (20 credit minimum)

Honors Program – Graduates completing the Honors program requirements; Highest Honors, High Honors, or Honors

Honor Society – Graduates who are members of Phi Theta Kappa

Privacy of Education Records Policy

North Hennepin Community College complies with the Family Educational Rights and Privacy Act (FERPA), the Minnesota Government Data Practices Act (MGDPA) and other applicable laws and regulations concerning the handling of education records.

Transfer Information

Students who plan to transfer in to NHCC must complete the following steps to ensure a smooth transfer process:

Admission: [Apply for admission](#) and pay the one-time, non-refundable \$20 application fee.

Transfer of Credit: Arrange to have *all* transcripts and/or official records (from other institutions you have previously attended or are currently attending or exams) sent directly to NHCC. North Hennepin Community College will review official transcripts from colleges and universities as well as other types of transfer credits including the following:

- *All transcripts will be evaluated for credit and prerequisite completion by a transfer specialist.* The Transfer Specialists evaluate your transfer credit using MnSCU and NHCC policy, which includes a 75% matching rule. A transfer course must match the credit amount, content, and rigor at 75% in order for it to be transferred in as equivalent to an NHCC course. Please allow up to two weeks for an evaluation; you will receive your evaluation via email.
- *E-transcripts* from other [Minnesota State Colleges and Universities \(MnSCU\)](#) will be automatically retrieved for your convenience.
- *Non-MnSCU transcripts* must be mailed to:

Records & Registration
North Hennepin Community College
7411-85th Ave. N.
Brooklyn Park, MN 55445
- *International Credits:* If you have completed courses in another country, you must order a course-by-course evaluation from a [NACES \(www.naces.org\)](#) member credential evaluation service. You should make arrangements for the evaluation to be sent to NHCC for further evaluation.
- *Advanced Placement (AP) Credits:* NHCC awards credit for AP exam scores of 3 or higher. Contact College Board to have your official scores submitted. Use [uselect \(www.transfer.org\)](#) to see how AP credits transfer into NHCC.
- *CLEP:* NHCC awards credit for CLEP examinations with passing scores. Visit the [Testing Center CLEP website](#) or [uselect \(www.transfer.org\)](#) for further information and the equivalent course guide.
- *DSST(DANTES):* NHCC awards credit for DSST examinations with passing scores. Visit [uselect \(www.transfer.org\)](#) for the equivalent course guide.
- *International Baccalaureate (IB):* NHCC awards credit for Standard Level (SL) and Higher Level (HL) IB examination with a score of 4 or higher. Check the [IB credit equivalency guide on the NHCC transfer website, www.nhcc.edu/transfer, or uselect \(www.transfer.org\)](#), to see how NHCC awards credit.
- *Military Credits:* NHCC awards credit for military training based on ACE recommendations. [Submit official military records.](#)

Placement Testing: If you have not completed a college-level composition or mathematics course, or plan to pursue a health career, arrange to take your [placement test](#) through the Testing Center.

Orientation: Attend an [orientation](#). Orientation is required of all new students before registration. You will meet with advisors who can explain how your credits transfer in to NHCC.

Transfer Appeal Process

If you are not satisfied with decisions made about how your coursework from other institutions transferred to NHCC, you may appeal the decision.

1. The Transfer Student Advisor signs the appeal form and forwards it to the appropriate academic Dean.
2. The Academic Dean makes their decision.
3. Student is notified of appeal decision by US mail.
4. If the appeal is approved, the results will be noted on the student's Degree Audit Report (DARS).
5. If the initial appeal is denied, and you are not satisfied with the outcome, you may appeal further to the NHCC Chief Academic Officer (CAO). Call 763-424-0940 to set up an appointment.
6. If the appeal to the CAO is denied, you may appeal this decision to the Senior Vice Chancellor for Academic and Student Affairs within the MnSCU System Office. The decision reached by the Senior Vice Chancellor is FINAL.

Contact the Transfer Student Advisor for assistance (763-424-0703).

The procedure for System Office appeal is located under [MnSCU Board Procedure 3.21.1](#).
(<http://www.mnscu.edu/board/policy/index.html>)

Directory Information

At North Hennepin Community College, the following student information is designated as public Directory Information and may be released by the College without consent:

- Student's name
- Dates of attendance
- Date of graduation
- Degrees and honors received
- Institution assigned email address
- Enrollment status (full-time, part-time, etc.)
- Major field of study
- Most recent prior educational institution attended
- Participation in officially recognized activities and sports
- Photographs taken individually or in groups

Notice to Students about Directory Information

A student may direct that any or all of the above-listed Directory Information be withheld from public disclosure by notifying the NHCC Registrar in writing. The non-disclosure request will be honored until rescinded by the student.

For the complete Privacy of Education Records Policy, refer to www.nhcc.edu/policies

Student Rights and Responsibilities

Detailed student policies as well as student rights and responsibilities can be found on the College website at www.nhcc.edu/policies, including resources for:

- Academic Amnesty
- Add, Drop, Withdraw, and Refunds
- Alcohol and Drug Free Campus
- Class Attendance and Participation
- Code of Conduct
- Complaints and Grievances
- Copyright and Intellectual Property
- Grade Appeal
- Non-Discrimination in Employment and Education Opportunity
- Privacy of Education Records
- Safety and Security / Crime and Security Report
- Satisfactory Academic Progress
- Smoking
- Student Involvement in Decision-Making
- Student Rights and Responsibilities
- Transfer of Credit
- Tuition Refunds, Withdrawal and Waivers

Student Contacts**General Harassment and Student Code of Conduct:**

Jim Borer, Associate Dean of Student Affairs, ES 61B, 763-424-0736, jim.borer@nhcc.edu

Sexual Harassment and/or Racial Harassment:

Jim Borer, Associate Dean of Student Affairs
ES61B, 763-424-0736, jim.borer@nhcc.edu

Jackie Olsson, Associate Dean of Financial Aid and Scholarships
ES 51, 763-424-0756, jackie.olsson@nhcc.edu

Landon Pirius, Vice President of Student Affairs
ES 45, 763-424-0712, lpirius@nhcc.edu

504/American Disabilities Act:

Landon Pirius, Vice President of Student Affairs
ES 45, 763-424-0712, lpirius@nhcc.edu

Academic Issues:

Elaina Bleifield, Dean of Science, Math and Health Careers
SC 120C, 763-424-0868, elaina.bleifield@nhcc.edu

Kristine Boike, Dean of Academic and Technology Services,
CBT 114, 763-424-0964, kristine.boike@nhcc.edu

Mary Diedrich, Dean of Student Success Programs
LRC 156, 763-488-0264, mary.diedrich@nhcc.edu

Renaë Fry, Dean of Business and Career Programs
CBT 146, 763-493-0546, renaë.fry@nhcc.edu

Margaret Koteck, Associate Dean of Nursing
CC 209, 763-424-0761, margaret.koteck@nhcc.edu

Suellen Rundquist, Dean of Liberal Arts
CLA 175, 763-424-0822, suellen.rundquist@nhcc.edu

Jane Wilson, Dean of Fine Arts, Assessment and Professional Development
FAC 152, 763-424-0740, jane.wilson@nhcc.edu

For Non-Credit and Professional Training Issues:

Nerita Hughes, Interim Director of Professional Training and Development
CBT 186, 763-488-0272, Nerita.hughes@nhcc.edu

Student Affairs Issues:

Jim Borer, Associate Dean of Student Affairs
ES 61B, 763-424-0736, jim.borer@nhcc.edu

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Emergencies - call 911 or Safety and Security 763-424-0807

Public Safety Office
Campus Center, 763-424-0807, security@nhcc.edu

Affirmative Action:

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CBT 101A, 763-424-0944, michael.birchard@nhcc.edu

Equal Opportunity

North Hennepin Community College is a member of Minnesota State Colleges and Universities. North Hennepin Community College and Minnesota State Colleges and Universities are committed to a policy of nondiscrimination in employment and education opportunity. No person shall be discriminated against in the terms and conditions of employment, personnel practices, or access to and participation in, programs, services, and activities with regard to race,

sex, color, creed, religion, age, national origin, disability, marital status, status with regard to public assistance, sexual orientation, gender identity, or gender expression. In addition, discrimination in employment based on membership or activity in a local commission as defined by law is prohibited.

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The college reserves the right to cancel, postpone and reschedule course offerings. Lack of English skills should not be a barrier to admission and participation.

AA: Associate in Arts - Liberal Arts

2013 - 2014

The Associate in Arts (A.A.) is designed to constitute the first two years of a liberal arts bachelor degree program. An A.A. degree includes the entire 40 credit Minnesota Transfer Curriculum (MnTC) as the general education requirement. Students may also choose to concentrate in a particular field of study in preparation for a planned major or professional emphasis at a four-year college by following the pre-major requirements of the desired transfer institution.

Goal Area 1: Communication

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
3 courses, 9 credits, ENGL 1201 and ENGL 1202 required:				
ENGL1201	College Writing I	4		
ENGL1202	College Writing II	2		
1 course from the following:				
COMM1010	Fundamentals of Public Speaking <i>or</i>	3		
COMM1110	Principles of Interpersonal Communication <i>or</i>	3		
COMM1210	Small Group Communication <i>or</i>	3		
COMM1410	Human Communication Theory <i>or</i>	3		
COMM1510	Nonverbal Communication <i>or</i>	3		
COMM1710	Oral Interpretation and Traditions <i>or</i>	3		
TFT1710	Oral Interpretation and Traditions	3		

Goal Area 2: Critical Thinking

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
Completion of the MnTC fulfills this requirement:				

Goal Area 3: Natural Science

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
2 courses, 7 credits from 2 different disciplines, one of which must be a lab course:				
ANTH1020	Intro to Anthropology: Physical Anthropology, Archaeology & Prehistory <i>or</i>	3		
BIOL1000	Life Science <i>or</i>	4		
BIOL1001	Biology I <i>or</i>	4		
BIOL1002	Biology II <i>or</i>	4		
BIOL1030	Boundary Waters Canoe Area Field Biology <i>or</i>	4		
BIOL1101	Principles of Biology I <i>or</i>	4		
BIOL1102	Principles of Biology II <i>or</i>	4		
BIOL1120	Human Biology <i>or</i>	3		
BIOL1130	Human Biology with a Lab <i>or</i>	4		
BIOL1160	Global Environment Field Biology <i>or</i>	4		
BIOL1200	Current Environmental Issues <i>or</i>	4		
BIOL1350	Biology of Women <i>or</i>	3		
BIOL1360	Biology of Women with a Lab <i>or</i>	4		
BIOL1610	Field Ecology <i>or</i>	1		
BIOL1650	Human Biology Series <i>or</i>	1		
BIOL2020	Animal Biology <i>or</i>	4		
BIOL2030	Plant Biology <i>or</i>	4		
BIOL2100	Microbiology <i>or</i>	4		
BIOL2111	Human Anatomy and Physiology I <i>or</i>	4		
BIOL2112	Human Anatomy and Physiology II <i>or</i>	4		
CHEM1000	Chemistry and Society <i>or</i>	4		
CHEM1010	Introduction to Chemistry <i>or</i>	4		
CHEM1030	Introduction to Physical Sciences <i>or</i>	4		
CHEM1061	Principles of Chemistry I <i>or</i>	4		
CHEM1062	Principles of Chemistry II <i>or</i>	4		
GEOG1010	Physical Geography <i>or</i>	3		
GEOL1010	Glacial Geology <i>or</i>	2		
GEOL1020	Minnesota Field Geology Series: Volcanic,	2		

GEOL1020	Plutonic and Metamorphic Geology <i>or</i>	4		
GEOL1030	Minnesota Field Geology Series: Fluvial Geology <i>or</i>	2		
GEOL1040	Minnesota Field Geology Series: Caves, Karst and Ancient Seaways <i>or</i>	2		
GEOL1110	Physical Geology <i>or</i>	4		
GEOL1120	Historical Geology <i>or</i>	4		
GEOL1130	Rocky Mountain Field Study <i>or</i>	4		
GEOL1150	Boundary Waters Field Geology <i>or</i>	4		
GEOL1160	Global Environmental Field Geology <i>or</i>	4		
GEOL1850	Oceanography <i>or</i>	3		
GEOL1851	Oceanography Lab <i>or</i>	1		
NSCI1000	Conceptual Physics <i>or</i>	4		
NSCI1010	Science of Disaster Workshop I <i>or</i>	1		
NSCI1020	Science of Disaster Workshop II <i>or</i>	1		
NSCI1030	Science of Disaster Workshop III <i>or</i>	1		
NSCI1050	Astronomy <i>or</i>	4		
NSCI1060	The Solar System <i>or</i>	3		
NSCI1061	Solar System Lab <i>or</i>	1		
NSCI1070	Concepts of the Stars and Universe <i>or</i>	3		
NSCI1071	Stars and the Universe Lab <i>or</i>	1		
NSCI1110	Minnesota's Natural History <i>or</i>	4		
NSCI1120	Meteorology <i>or</i>	4		
PHYS1000	Conceptual Physics <i>or</i>	4		
PHYS1030	Introduction to Physical Sciences <i>or</i>	4		
PHYS1050	Astronomy <i>or</i>	4		
PHYS1070	Concepts of the Stars and Universe <i>or</i>	3		
PHYS1120	Meteorology <i>or</i>	4		
PHYS1140	Energy Aspects of Our Physical Environment <i>or</i>	3		
PHYS1201	Principles of Physics I <i>or</i>	5		
PHYS1202	Principles of Physics II <i>or</i>	5		
PHYS1400	The Solar System <i>or</i>	3		
PHYS1410	Solar System Lab <i>or</i>	1		
PHYS1450	Concepts of the Stars and Universe <i>or</i>	3		
PHYS1460	Concepts of the Stars and Universe Lab <i>or</i>	1		
PHYS1601	General Physics I <i>or</i>	5		
PHYS1602	General Physics II	5		
Lab Courses²				

Goal Area 4: Mathematical-Logical Reasoning

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
1 course, at least 3 credits from:				
MATH1010	Survey of Mathematics <i>or</i>	3		
MATH1080	Technical Mathematics <i>or</i>	3		
MATH1130	Elementary Statistics <i>or</i>	3		
MATH1140	Finite Mathematics <i>or</i>	3		
MATH1150	College Algebra <i>or</i>	3		
MATH1160	Pre-Calculus <i>or</i>	4		
MATH1170	Trigonometry <i>or</i>	4		
MATH1180	Pre-Calculus <i>or</i>	5		
MATH1190	Elementary Functions <i>or</i>	5		
MATH1200	Calculus Survey <i>or</i>	3		
MATH1221	Calculus I <i>or</i>	5		
MATH1222	Calculus II <i>or</i>	5		
MATH2010	Probability and Statistics <i>or</i>	3		

MATH2220	Calculus III <i>or</i>	5		
MATH2300	Linear Algebra <i>or</i>	3		
MATH2400	Differential Equations <i>or</i>	3		
PHIL1050	Introduction to Logic	3		

Goal Area 5: History & the Social/Behavioral Sciences

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
3 courses, 9 credits, at least one from Behavioral Science, and one from Social Science³				
Behavioral Science:				
ANTH1010	Introduction to Anthropology: Cultural Anthropology <i>or</i>	3		
ANTH1130	The Archaeology of Prehistoric Europe <i>or</i>	3		
PSYC1110	Psychology of Adjustment <i>or</i>	3		
PSYC1150	General Psychology <i>or</i>	3		
PSYC1165	Psychology of Adjustment <i>or</i>	3		
PSYC1170	Psychology of Gender <i>or</i>	3		
PSYC1210	Child Development <i>or</i>	3		
PSYC1220	Adult Development <i>or</i>	3		
PSYC2320	Abnormal Psychology <i>or</i>	3		
PSYC2330	Personality <i>or</i>	3		
PSYC2340	Human Sexuality <i>or</i>	3		
PSYC2350	Multicultural Psychology <i>or</i>	3		
SOC1110	Introduction to Sociology <i>or</i>	3		
SOC1710	Introduction to Criminal Justice <i>or</i>	3		
SOC1750	Families in Crisis <i>or</i>	3		
SOC2110	Principles of Social Psychology <i>or</i>	3		
SOC2200	Family Violence <i>or</i>	3		
SOC2210	Minority Groups <i>or</i>	3		
SOC2410	Women in Global Perspectives <i>or</i>	3		
SOC2730	Introduction to Corrections	3		
Social Science:				
ECON1050	Economics of Crime <i>or</i>	3		
ECON1060	Principles of Economics Macro <i>or</i>	3		
ECON1070	Principles of Economics Micro <i>or</i>	3		
HIST1010	World History: Origins to 1300 <i>or</i>	3		
HIST1020	World History: 1300 to Present <i>or</i>	3		
HIST1030	Colonial History of the Americas <i>or</i>	3		
HIST1110	History of Western Civilization Pre 1550 <i>or</i>	3		
HIST1120	History of Western Civilization 1550 to Present <i>or</i>	3		
HIST1130	History of the Medieval West <i>or</i>	3		
HIST1140	History of the Ancient West <i>or</i>	3		
HIST1200	History of United States Through 1877 <i>or</i>	3		
HIST1210	History of the United States Since 1877 <i>or</i>	3		
HIST1220	American Colonial History <i>or</i>	3		
HIST1240	History of the American West <i>or</i>	3		
HIST1270	Race in America <i>or</i>	3		
HIST1700	History and Popular Culture <i>or</i>	3		
HIST1800	History of Minnesota <i>or</i>	3		
HIST2500	World Regional History <i>or</i>	3		
HIST2600	Intellectual History <i>or</i>	3		
HIST2700	History and Popular Culture <i>or</i>	3		
POLS1100	American Government and Politics <i>or</i>	3		
POLS1140	State and Local Politics <i>or</i>	3		
POLS1600	Comparative Politics <i>or</i>	3		
POLS1700	World Politics <i>or</i>	3		

POLS2130	Constitutional Law	3		
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Goal Area 6: The Humanities & Fine Arts

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
3 courses, 9 credits, from at least 2 different disciplines:				
AMST1010	Women in American Society I <i>or</i>	3		
AMST1020	Women in American Society II <i>or</i>	3		
AMST2210	American Studies Topics I <i>or</i>	3		
AMST2220	American Studies Topics II <i>or</i>	3		
ARBC1030	Arab Cultures <i>or</i>	3		
ART1040	Introduction to Art <i>or</i>	3		
ART1101	Photography I <i>or</i>	3		
ART1102	Photography II <i>or</i>	3		
ART1160	Digital Photography <i>or</i>	3		
ART1170	Advanced Photography <i>or</i>	3		
ART1270	Digital Video Production <i>or</i>	3		
ART1301	Two Dimensional Design I <i>or</i>	3		
ART1302	Two Dimensional Design II <i>or</i>	3		
ART1310	Three Dimensional Design <i>or</i>	3		
ART1320	Introduction to Sculpture <i>or</i>	3		
ART1340	Fundamentals of Color <i>or</i>	3		
ART1341	Fundamentals of Color I <i>or</i>	3		
ART1361	Ceramics I <i>or</i>	3		
ART1362	Ceramics II <i>or</i>	3		
ART1401	Drawing I <i>or</i>	3		
ART1402	Drawing II <i>or</i>	3		
ART1770	Quilt Arts <i>or</i>	3		
ART2180	Art History: Pre-History to the Age of Cathedrals <i>or</i>	3		
ART2190	Art History: Renaissance to 21st Century Art <i>or</i>	3		
ART2300	Architectural History <i>or</i>	2		
ART2611	Painting I <i>or</i>	3		
ART2612	Painting II <i>or</i>	3		
ART2640	Watercolor <i>or</i>	3		
ART2740	Jewelry Workshop <i>or</i>	1		
ART2750	Ceramics Workshop <i>or</i>	1		
ART2780	Quilting Workshop <i>or</i>	1		
ART2781	Quilting Workshop I <i>or</i>	1		
ART2782	Quilting Workshop II <i>or</i>	1		
ART2800	Painting Workshop <i>or</i>	1		
ART2820	Drawing Workshop <i>or</i>	1		
ART2860	Photography Workshop <i>or</i>	1		
ART2900	Studio Arts Capstone Practicum <i>or</i>	1		
ART2970	Art Appreciation Field Trip <i>or</i>	1		
ENGL1150	Introduction to Literature <i>or</i>	3		
ENGL1250	Magazine Workshop <i>or</i>	2		
ENGL1400	Reading Poetry <i>or</i>	3		
ENGL1450	Reading Plays <i>or</i>	3		
ENGL1900	Introduction to Creative Writing <i>or</i>	3		
ENGL1950	Graphic Novels <i>or</i>	3		
ENGL2010	Writing Creative Non-Fiction and Memoir <i>or</i>	3		
ENGL2020	Writing Stories <i>or</i>	3		
ENGL2270	Modern American Literature <i>or</i>	3		
ENGL2310	American Short Story <i>or</i>	3		
ENGL2320	Writing: From Structure to Style <i>or</i>	3		
ENGL2330	Hmong American Literature <i>or</i>	3		
ENGL2340	Nature in Literature <i>or</i>	3		

ENGL2350	Women and Literature <i>or</i>	3		
ENGL2360	Global Literary Perspectives <i>or</i>	3		
ENGL2370	African American Literature <i>or</i>	3		
ENGL2380	American Indian Literature <i>or</i>	3		
ENGL2390	American Working-Class Literature <i>or</i>	3		
ENGL2450	Survey of American Literature I <i>or</i>	3		
ENGL2460	Survey of American Literature II <i>or</i>	3		
ENGL2500	Playwrighting <i>or</i>	3		
ENGL2550	Survey of British Literature I <i>or</i>	3		
ENGL2560	Survey of British Literature II <i>or</i>	3		
ENGL2580	The Shakespeare's Plays <i>or</i>	3		
ENGL2950	Mystery and Detective Fiction <i>or</i>	3		
GERM1030	Culture of the German-Speaking Countries <i>or</i>	3		
INTD1030	Introduction to Japanese Culture <i>or</i>	3		
MUSC1130	College Choir <i>or</i>	1		
MUSC1160	Large Instrumental Ensemble <i>or</i>	1		
MUSC1170	Instrumental Jazz Ensemble <i>or</i>	1		
MUSC1200	Fundamentals of Music <i>or</i>	3		
MUSC1220	Survey of Western Music <i>or</i>	3		
MUSC1241	Music Theory I <i>or</i>	3		
MUSC1242	Music Theory II <i>or</i>	3		
MUSC1300	Music in World Cultures <i>or</i>	3		
MUSC1320	Applied Music Guitar <i>or</i>	1		
MUSC1350	History of Rock 'n Roll <i>or</i>	3		
MUSC1500	Class Guitar <i>or</i>	2		
MUSC1501	Class Guitar I <i>or</i>	2		
MUSC1502	Class Guitar II <i>or</i>	2		
MUSC1510	Applied Music: Guitar <i>or</i>	1		
MUSC1560	Class Guitar <i>or</i>	1		
MUSC1600	Class Voice <i>or</i>	2		
MUSC1610	Applied Music: Voice <i>or</i>	1		
MUSC1800	Class Piano <i>or</i>	2		
MUSC1801	Class Piano I <i>or</i>	2		
MUSC1802	Class Piano II <i>or</i>	2		
MUSC1810	Applied Music: Piano <i>or</i>	1		
MUSC1870	Applied Music: Woodwinds <i>or</i>	1		
MUSC2010	Advanced Applied Music Lessons <i>or</i>	2		
MUSC2170	History of Music I: Medieval Through Classical Eras <i>or</i>	3		
MUSC2180	History of Music II: Romantic Era to the 21st Century <i>or</i>	3		
MUSC2241	Music Theory III <i>or</i>	3		
MUSC2242	Music Theory IV <i>or</i>	3		
MUSC2970	Music Appreciation Field Trip <i>or</i>	1		
PHIL1010	Introduction to Philosophy <i>or</i>	3		
PHIL1020	Ethics <i>or</i>	3		
PHIL1030	Eastern Religions <i>or</i>	3		
PHIL1040	Western Religions <i>or</i>	3		
PHIL1060	Philosophy of Religion <i>or</i>	3		
SPAN1030	Spanish and Latin American Culture <i>or</i>	3		
TFT1200	Theatre in the Twin Cities <i>or</i>	3		
TFT1210	Introduction to Theatre <i>or</i>	3		
TFT1250	Introduction to Film <i>or</i>	3		
TFT1260	Introduction to Television <i>or</i>	3		
TFT1270	Digital Video Production <i>or</i>	3		
TFT1280	Introduction to Screenwriting <i>or</i>	3		
TFT1290	Design for Theatre <i>or</i>	3		

TFT1310	American Cinema <i>or</i>	3		
TFT1320	World Cinema <i>or</i>	3		
TFT1350	The American Musical Theatre <i>or</i>	3		
TFT1500	Acting I: Improvisation and Foundations <i>or</i>	3		
TFT1510	Foundations of Acting: Stage Movement and Voice <i>or</i>	3		
TFT1520	Acting II: Building Characters <i>or</i>	3		
TFT1531	Stage Combat I <i>or</i>	3		
TFT1532	Stage Combat II <i>or</i>	3		
TFT1540	Acting for the Camera <i>or</i>	3		
TFT1600	Theatre Practicum: Performance <i>or</i>	1		
TFT1610	Theatre Practicum: Technical <i>or</i>	1		
TFT2010	Fundamentals of Directing <i>or</i>	3		
TFT2950	Theatre Appreciation Field Trip	1		

Goal Area 7: Human Diversity

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
1 course from Human Diversity:				
AMST1010	Women in American Society I <i>or</i>	3		
AMST1020	Women in American Society II <i>or</i>	3		
AMST2210	American Studies Topics I <i>or</i>	3		
AMST2220	American Studies Topics II <i>or</i>	3		
ASL1300	Deaf Culture <i>or</i>	3		
COMM1310	Intercultural Communication <i>or</i>	3		
ENGL1450	Reading Plays <i>or</i>	3		
ENGL2320	Writing: From Structure to Style <i>or</i>	3		
ENGL2330	Hmong American Literature <i>or</i>	3		
ENGL2350	Women and Literature <i>or</i>	3		
ENGL2370	African American Literature <i>or</i>	3		
ENGL2380	American Indian Literature <i>or</i>	3		
ENGL2450	Survey of American Literature I <i>or</i>	3		
ENGL2460	Survey of American Literature II <i>or</i>	3		
GEOG1000	Geography of the United States <i>or</i>	2		
GEOG1040	Human Geography <i>or</i>	3		
GEOG1120	Minnesota Geography <i>or</i>	2		
HIST1200	History of United States Through 1877 <i>or</i>	3		
HIST1210	History of the United States Since 1877 <i>or</i>	3		
HIST1220	American Colonial History <i>or</i>	3		
HIST1240	History of the American West <i>or</i>	3		
HIST1270	Race in America <i>or</i>	3		
INTD1040	American Indian Culture - Indigenous Peoples of Minnesota <i>or</i>	3		
PHIL1040	Western Religions <i>or</i>	3		
PSYC1170	Psychology of Gender <i>or</i>	3		
PSYC2340	Human Sexuality <i>or</i>	3		
SOC1110	Introduction to Sociology <i>or</i>	3		
SOC1130	Social Problems/Deviance <i>or</i>	3		
SOC2210	Minority Groups <i>or</i>	3		
TFT1210	Introduction to Theatre <i>or</i>	3		
TFT1310	American Cinema <i>or</i>	3		
TFT1350	The American Musical Theatre	3		

Goal Area 8: Global Perspective

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
1 course from Global Perspective:				
ANTH1010	Introduction to Anthropology: Cultural Anthropology <i>or</i>	3		

ARBC1030	Arab Cultures <i>or</i>	3		
ARBC1101	Introduction to Arabic <i>or</i>	4		
ARBC1102	Beginning Arabic II <i>or</i>	4		
ARBC2201	Intermediate Arabic I <i>or</i>	4		
ART1040	Introduction to Art <i>or</i>	3		
ART2180	Art History: Pre-History to the Age of Cathedrals <i>or</i>	3		
ART2190	Art History: Renaissance to 21st Century Art <i>or</i>	3		
ART2300	Architectural History <i>or</i>	2		
ASL1101	American Sign Language I <i>or</i>	4		
ASL1102	American Sign Language II <i>or</i>	4		
ASL2201	Intermediate American Sign Language I <i>or</i>	4		
ASL2202	Intermediate American Sign Language II <i>or</i>	4		
COMM1310	Intercultural Communication <i>or</i>	3		
COMM1510	Nonverbal Communication <i>or</i>	3		
COMM1710	Oral Interpretation and Traditions <i>or</i>	3		
ECON1060	Principles of Economics Macro <i>or</i>	3		
ENGL2360	Global Literary Perspectives <i>or</i>	3		
ENGL2550	Survey of British Literature I <i>or</i>	3		
ENGL2560	Survey of British Literature II <i>or</i>	3		
ENGL2580	The Shakespeare's Plays <i>or</i>	3		
ENGL2590	Shakespeare Plays II <i>or</i>	3		
GEOG1040	Human Geography <i>or</i>	3		
GEOG1100	World Geography <i>or</i>	3		
GERM1030	Culture of the German-Speaking Countries <i>or</i>	3		
HIST1010	World History: Origins to 1300 <i>or</i>	3		
HIST1020	World History: 1300 to Present <i>or</i>	3		
HIST1030	Colonial History of the Americas <i>or</i>	3		
HIST1110	History of Western Civilization Pre 1550 <i>or</i>	3		
HIST1120	History of Western Civilization 1550 to Present <i>or</i>	3		
HIST1130	History of the Medieval West <i>or</i>	3		
HIST1140	History of the Ancient West <i>or</i>	3		
HIST2500	World Regional History <i>or</i>	3		
INTD1210	The History, Philosophy, and Practice of Traditional Aikido <i>or</i>	3		
INTD1211	The History, Philosophy, and Practice of Traditional Aikido I <i>or</i>	3		
MUSC1220	Survey of Western Music <i>or</i>	3		
MUSC1300	Music in World Cultures <i>or</i>	3		
MUSC2170	History of Music I: Medieval Through Classical Eras <i>or</i>	3		
MUSC2180	History of Music II: Romantic Era to the 21st Century <i>or</i>	3		
PHIL1010	Introduction to Philosophy <i>or</i>	3		
PHIL1030	Eastern Religions <i>or</i>	3		
PHIL1060	Philosophy of Religion <i>or</i>	3		
PHIL1070	Political Philosophy <i>or</i>	3		
PHIL1210	Peace Ethics <i>or</i>	3		
POLS1600	Comparative Politics <i>or</i>	3		
POLS1700	World Politics <i>or</i>	3		
PSYC2350	Multicultural Psychology <i>or</i>	3		
SPAN1030	Spanish and Latin American Culture <i>or</i>	3		
SPAN1101	Beginning Spanish I <i>or</i>	5		
SPAN1102	Beginning Spanish II <i>or</i>	5		
SPAN2201	Intermediate Spanish I <i>or</i>	5		
SPAN2202	Intermediate Spanish II <i>or</i>	5		
TFT1260	Introduction to Television <i>or</i>	3		

TFT1320	World Cinema <i>or</i>	3		
TFT1710	Oral Interpretation and Traditions	3		

Goal Area 9: Ethical & Civic Responsibility

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
1 course from Ethical & Civic Responsibility:				
COMM1610	Introduction to Mass Communication <i>or</i>	3		
ECON1050	Economics of Crime <i>or</i>	3		
ENGL2950	Mystery and Detective Fiction <i>or</i>	3		
HIST1700	History and Popular Culture <i>or</i>	3		
HIST2600	Intellectual History <i>or</i>	3		
HIST2700	History and Popular Culture <i>or</i>	3		
INTD1210	The History, Philosophy, and Practice of Traditional Aikido <i>or</i>	3		
INTD1211	The History, Philosophy, and Practice of Traditional Aikido I <i>or</i>	3		
PHIL1020	Ethics <i>or</i>	3		
PHIL1070	Political Philosophy <i>or</i>	3		
PHIL1110	Problem Solving <i>or</i>	3		
PHIL1200	Environmental Ethics <i>or</i>	3		
PHIL1210	Peace Ethics <i>or</i>	3		
POLS1100	American Government and Politics <i>or</i>	3		
POLS1140	State and Local Politics <i>or</i>	3		
SOC1130	Social Problems/Deviance	3		

Goal Area 10: People & the Environment

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
1 course from People & the Environment:				
ANTH1020	Intro to Anthropology: Physical Anthropology, Archaeology & Prehistory <i>or</i>	3		
ANTH1130	The Archaeology of Prehistoric Europe <i>or</i>	3		
BIOL1030	Boundary Waters Canoe Area Field Biology <i>or</i>	4		
BIOL1160	Global Environment Field Biology <i>or</i>	4		
BIOL1200	Current Environmental Issues <i>or</i>	4		
BIOL1600	Biology of Nature Series <i>or</i>	1		
BIOL1610	Field Ecology <i>or</i>	1		
CHEM1000	Chemistry and Society <i>or</i>	4		
ENGL2340	Nature in Literature <i>or</i>	3		
GEOG1010	Physical Geography <i>or</i>	3		
GEOL1010	Glacial Geology <i>or</i>	2		
GEOL1020	Minnesota Field Geology Series: Volcanic, Plutonic and Metamorphic Geology <i>or</i>	2		
GEOL1030	Minnesota Field Geology Series: Fluvial Geology <i>or</i>	2		
GEOL1040	Minnesota Field Geology Series: Caves, Karst and Ancient Seaways <i>or</i>	2		
GEOL1120	Historical Geology <i>or</i>	4		
GEOL1150	Boundary Waters Field Geology <i>or</i>	4		
GEOL1160	Global Environmental Field Geology <i>or</i>	4		
GEOL1850	Oceanography <i>or</i>	3		
GEOL1851	Oceanography Lab <i>or</i>	1		
INTD1030	Introduction to Japanese Culture <i>or</i>	3		
NSCI1110	Minnesota's Natural History <i>or</i>	4		
NSCI1120	Meteorology <i>or</i>	4		
PHIL1200	Environmental Ethics <i>or</i>	3		
PHYS1120	Meteorology	4		

MnTC Note

**A minimum of 40 total MnTC credits satisfy the requirements for each of the 10 goal areas.
A combined GPA of at least 2.00 must be earned in the MnTC courses, which includes transferred credits.**

Health Requirement

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
4 credits, 1 course from Health, and 1 course from Physical Education¹				

MnTC Electives

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
A maximum of 16 elective credits excluding under 1000 level to reach 60 credits:				

Total Credit Required 60

Degree Requirements

60 Credits total at college level

Degree Information

The Associate of Arts (A.A.) is awarded for successful completion of 60 credits and is designed to constitute the first two years of a liberal arts bachelor degree program. An A.A. degree includes the entire 40 credit Minnesota Transfer Curriculum (MnTC) as the general education requirement. Students may also choose to concentrate in a particular field of study in preparation for a planned major or professional emphasis at a four-year college by following the pre-major requirement of the desired transfer institution in addition to the MnTC and A.A. requirements.

A student shall:

- Earn a minimum of 60 semester credits.
- Earn a grade point average of 2.00 (C) or higher in courses taken at North Hennepin Community College.
- Earn a minimum of 20 semester credits of the 60 semester credits required for the A.A. Degree at NHCC.
- Complete the general education distribution requirement listed in the Minnesota Transfer Curriculum. The student shall select general education (MnTC) courses numbered 1000 or above to complete a minimum of 40 credits.
- Have four years in which to complete their work under the terms of the catalog in effect at the time of their first enrollment.
- Students taking more than four years to complete their graduation requirements may follow any catalog in effect during the four-year period preceding their date of graduation.

Required A.A. Degree Course Distribution:

- Complete 40 credits in the Minnesota Transfer Curriculum satisfying the requirements for each of the 10 goal areas.
- Complete at least 4 credits for the Wellness requirement with at least one course from each of the following areas: Health (all courses) and Physical Education (all courses).
- Complete 16 elective credits selected from all courses listed in the College's offerings, which are numbered 1000 or higher.

If the student intends to transfer, he/she is encouraged to work with an advisor to fulfill requirements for transfer to the other institution.

Completion of an A.A. degree fulfills the Goal Area 2 requirement of the Minnesota Transfer Curriculum (MnTC).

Developmental Courses

Some students may need preparatory course(s) in the areas of Math and/or English. Courses numbered below 1000 will not apply toward a degree.

Equal Opportunity Employer and Disability Access Information

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Program Outcomes

Develop a foundation of essential knowledge about the cultural, social, and natural worlds, and individual well-being.

Develop intellectual and practical skills, including:

- understanding the commonalities and diversity of the human experience, values, and opinions

- understanding the forms of artistic expression and their inherent creative processes
- thinking critically, applying systematic reasoning, and developing information management quantitative skills
- communicating clearly and effectively

Demonstrate personal and social responsibility, including:

- developing a code for personal and civic life as a responsible citizen in a democracy
- maintaining good mental and physical health and social adjustment
- seeking new knowledge independently

Integrative and applied learning, including:

- the ability to apply General Education to the issues of our times

Be prepared to transfer to, and succeed, at an upper-level academic institution.

Notes

Courses can satisfy more than one goal area, however, credits may only be counted once toward the 60 credit minimum.

Career Opportunities

Information on careers, including salary and employment outlook data, is available on the [iseek](http://www.iseek.org) and Bureau of Labor Statistics websites: www.iseek.org and www.bls.gov.

Transfer Information

If you are planning on transferring to another institution, follow the guidelines available on our transfer resources web page to help you plan the process: [Transfer Information](#)

Accreditation

North Hennepin Community College is accredited by the:
Higher Learning Commission of the North Central Association of Colleges and Schools
30 N. LaSalle Street, Suite 2400
Chicago, IL 60602-2504
1-800-621-7440

1. 4 credits, 1 course from Health, and 1 course from Physical Education: HLTH1030(3), HLTH1050(3), HLTH1060(3), HLTH1070(3), HLTH1080(3), HLTH1100(3), HLTH1250(3), HLTH1600(3), HLTH1900(3), HLTH1990(1), PE1010(2), PE1020(1), PE1040(1), PE1041(1), PE1042(1), PE1050(1), PE1070(1), PE1110(1), PE1120(1), PE1130(1), PE1140(1), PE1151(1), PE1152(1), PE1200(1), PE1210(1), PE1230(1), PE1240(1), PE1250(3), PE1260(1), PE1270(1), PE1300(1), PE1310(1), PE1360(2), PE1370(1), PE1380(1), PE1390(1), PE1400(1), PE1420(1), PE1430(1), PE1440(1), PE1451(1), PE1452(1), PE1500(3), PE1510(2), PE1520(3), PE1600(1), PE1620(1), PE1650(1), PE1700(3), PE1710(3), PE1720(2), PE1730(1), PE1740(1), PE1750(1), PE1751(1), PE1752(1), PE1760(1), PE1770(2), PE1780(1), PE1790(1), PE1800(1), PE1810(1), PE1820(1), PE1830(1), PE1840(1), PE1930(1), PE1940(1), PE1990(1), PE2101(4), PE2102(2), PE2390(2), PE2490(4), PE2910(1)
2. Lab Courses: BIOL1000(4), BIOL1001(4), BIOL1002(4), BIOL1101(4), BIOL1130(4), BIOL1200(4), BIOL1360(4), BIOL2020(4), BIOL2030(4), BIOL2100(4), BIOL2111(4), BIOL2112(4), CHEM1000(4), CHEM1010(4), CHEM1030(4), CHEM1061(4), CHEM1062(4), GEOL1110(4), GEOL1120(4), GEOL1130(4), GEOL1851(1), NSCI1000(4), NSCI1050(4), NSCI1061(1), NSCI1071(1), NSCI1120(4), PHYS1000(4), PHYS1030(4), PHYS1050(4), PHYS1061(1), PHYS1120(4), PHYS1130(4), PHYS1201(5), PHYS1202(5), PHYS1410(1), PHYS1460(1), PHYS1601(5), PHYS1602(5)
3. 3 courses, 9 credits, at least one from Behavioral Science, and one from Social Science: ANTH1010(3), ANTH1130(3), ECON1050(3), ECON1060(3), ECON1070(3), HIST1010(3), HIST1020(3), HIST1030(3), HIST1110(3), HIST1120(3), HIST1130(3), HIST1140(3), HIST1200(3), HIST1210(3), HIST1220(3), HIST1240(3), HIST1270(3), HIST1700(3), HIST1800(3), HIST2500(3), HIST2600(3), HIST2700(3), POLS1100(3), POLS1140(3), POLS1600(3), POLS1700(3), POLS2130(3), PSYC1110(3), PSYC1150(3), PSYC1165(3), PSYC1170(3), PSYC1210(3), PSYC1220(3), PSYC2320(3), PSYC2330(3), PSYC2340(3), PSYC2350(3), SOC1110(3), SOC1710(3), SOC1750(3), SOC2110(3), SOC2200(3), SOC2210(3), SOC2410(3), SOC2730(3)

AFA: Creative Writing

2013 - 2014

The Associate in Fine Arts in Creative Writing prepares students for further university-level creative writing studies by combining liberal arts general education courses and foundation courses in various genres of writing and literary studies. Graduates will be able to write effectively in multiple genres of creative writing with the intent of beginning a career in a related field or transferring into a baccalaureate program at a 4-year institution.

Program Courses - Creative Writing

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
ENGL1250	Magazine Workshop	2		
ENGL1900	Introduction to Creative Writing	3		
9 credits from the following:				
ENGL2010	Writing Creative Non-Fiction and Memoir <i>or</i>	3		
ENGL2020	Writing Stories <i>or</i>	3		
ENGL2030	Writing Poetry <i>or</i>	3		
ENGL2500	Playwrighting <i>or</i>	3		
TFT1280	Introduction to Screenwriting <i>or</i>	3		
TFT2500	Playwrighting	3		

Subtotal 14

Program Courses - Capstone Project

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
Required during final semester of program				
ENGL2960	Creative Writing Capstone Project	1		

Subtotal 1

Program Electives

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
12 credits minimum from the following:				
ENGL1140	Business Communications <i>or</i>	3		
ENGL1150	Introduction to Literature <i>or</i>	3		
ENGL1260	Newspaper Writing <i>or</i>	2		
ENGL1400	Reading Poetry <i>or</i>	3		
ENGL1450	Reading Plays <i>or</i>	3		
ENGL1940	Technical Writing <i>or</i>	3		
ENGL1950	Graphic Novels <i>or</i>	3		
ENGL2270	Modern American Literature <i>or</i>	3		
ENGL2310	American Short Story <i>or</i>	3		
ENGL2340	Nature in Literature <i>or</i>	3		
ENGL2350	Women and Literature <i>or</i>	3		
ENGL2360	Global Literary Perspectives <i>or</i>	3		
ENGL2370	African American Literature <i>or</i>	3		
ENGL2380	American Indian Literature <i>or</i>	3		
ENGL2450	Survey of American Literature I <i>or</i>	3		
ENGL2460	Survey of American Literature II <i>or</i>	3		
ENGL2550	Survey of British Literature I <i>or</i>	3		
ENGL2560	Survey of British Literature II <i>or</i>	3		
ENGL2580	The Shakespeare's Plays <i>or</i>	3		
ENGL2950	Mystery and Detective Fiction	3		

Subtotal 12

General Education Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
ENGL1201	College Writing I	4		
ENGL1202	College Writing II	2		
1 course from the following:				
COMM1010	Fundamentals of Public Speaking <i>or</i>	3		
COMM1110	Principles of Interpersonal Communication <i>or</i>	3		
COMM1210	Small Group Communication	3		

Subtotal 9

MnTC Electives

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
6 credits from History and the Social and Behavioral Sciences (Goal Area 5)¹				
3 credits from Natural Sciences or Mathematics/Logical Reasoning (Goal Area 3 or 4)²				
3 credits from Human Diversity or Global Perspective (Goal Areas 7 or 8)³				
3 credits from Ethical and Civic Responsibility or People and the Environment (Goal Areas 9 or 10)⁴				
9 credits from additional MnTC Electives⁵				

Subtotal 24

Total Credits Required 60

Program Outcomes

Knowledge of Human Cultures and the Physical and Natural World:

- engagement with literary arts in multiple genres across diverse cultures and societal perspectives, both by critically successful authors and through student writing
- significant and critical awareness of the contemporary world, from local to global

Focused by engagement with big questions, both contemporary and enduring

Intellectual and Practical Skills:

- analysis and examination of stylistic and literary elements of critically successful authors and student writing within multiple genres
- demonstration of critical and creative thinking through large and small group workshop-style discussion and textual analysis of writing
- strategic application of practical and applicable creative writing modes and approaches to effective revision
- knowledge of historically successful literary elements and the artists who have used them

Practiced extensively, across the curriculum, in the context of progressively more challenging problems, projects, and standards for performance

Personal and Social Responsibility and Engagement:

- understanding of cultural variation in forms of contemporary and historical literature, as well as important ways in which the contextual framework of the literature reflects culture
- interacting with college, local, national, and/or global publications with an awareness of audience and social ramifications
- developed skills in time management, deadlines, and collaborative experiences

Anchored through active involvement with diverse communities and real-world challenges

Integrative and Applied Learning:

- participation in literary arts publication and public performance
- investigation of careers related to critical and creative writing and the literary arts
- demonstration of proficiency in at least one genre of creative writing

Demonstrated through the application of knowledge, skills, and responsibilities to new settings and complex problems

Graduates will be prepared to transfer to, and succeed at, an upper-level academic institution.

Accreditation

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Chicago, IL 60602-2504

Degree Information

An Associate of Fine Arts (A.F.A.) degree is intended for students whose primary goal is to complete a program in a designated discipline in fine arts. The A.F.A. degree is designed for transfer to a baccalaureate degree.

Completion of an A.F.A. degree fulfills the Goal Area 2 requirement of the Minnesota Transfer Curriculum (MnTC).

Developmental Coursework

Some students may need preparatory course(s) in the areas of Math and/or English. Courses numbered below 1000 will not apply toward a degree.

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- 6 credits from History and the Social and Behavioral Sciences (Goal Area 5): ANTH1010(3), ANTH1130(3), ECON1050(3), ECON1060(3), ECON1070(3), HIST1010(3), HIST1020(3), HIST1030(3), HIST1110(3), HIST1120(3), HIST1130(3), HIST1140(3), HIST1200(3), HIST1210(3), HIST1220(3), HIST1240(3), HIST1270(3), HIST1700(3), HIST1800(3), HIST2500(3), HIST2600(3), HIST2700(3), POLS1100(3), POLS1140(3), POLS1600(3), POLS1700(3), POLS2130(3), PSYC1110(3), PSYC1150(3), PSYC1165(3), PSYC1170(3), PSYC1210(3), PSYC1220(3), PSYC2320(3), PSYC2330(3), PSYC2340(3), PSYC2350(3), SOC1110(3), SOC1710(3), SOC1750(3), SOC2110(3), SOC2200(3), SOC2210(3), SOC2410(3), SOC2730(3)
- 3 credits from Natural Sciences or Mathematics/Logical Reasoning (Goal Area 3 or 4): ANTH1020(3), BIOL1000(4), BIOL1001(4), BIOL1002(4), BIOL1030(4), BIOL1101(4), BIOL1102(4), BIOL1120(3), BIOL1130(4), BIOL1160(4), BIOL1200(4), BIOL1350(3), BIOL1360(4), BIOL1610(1), BIOL1650(1), BIOL2020(4), BIOL2030(4), BIOL2100(4), BIOL2111(4), BIOL2112(4), CHEM1000(4), CHEM1010(4), CHEM1030(4), CHEM1061(4), CHEM1062(4), GEOG1010(3), GEOL1010(2), GEOL1020(2), GEOL1030(2), GEOL1040(2), GEOL1110(4), GEOL1120(4), GEOL1130(4), GEOL1150(4), GEOL1160(4), GEOL1850(3), GEOL1851(1), MATH1010(3), MATH1080(3), MATH1130(3), MATH1140(3), MATH1150(3), MATH1160(4), MATH1170(4), MATH1180(5), MATH1190(5), MATH1200(3), MATH1221(5), MATH1222(5), MATH2010(3), MATH2220(5), MATH2300(3), MATH2400(3), NSCI1000(4), NSCI1010(1), NSCI1020(1), NSCI1030(1), NSCI1050(4), NSCI1060(3), NSCI1061(1), NSCI1070(3), NSCI1071(1), NSCI1110(4), NSCI1120(4), PHIL1050(3), PHYS1000(4), PHYS1030(4), PHYS1050(4), PHYS1060(3), PHYS1061(1), PHYS1070(3), PHYS1120(4), PHYS1140(3), PHYS1201(5), PHYS1202(5), PHYS1400(3), PHYS1410(1), PHYS1450(3), PHYS1460(1), PHYS1601(5), PHYS1602(5)
- 3 credits from Human Diversity or Global Perspective (Goal Areas 7 or 8): AMST1010(3), AMST1020(3), AMST2210(3), AMST2220(3), ANTH1010(3), ARBC1030(3), ARBC1101(4), ARBC1102(4), ARBC2201(4), ART1040(3), ART2180(3), ART2190(3), ART2300(2), ASL1101(4), ASL1102(4), ASL1300(3), ASL2201(4), ASL2202(4), COMM1310(3), COMM1510(3), COMM1710(3), ECON1060(3), ENGL1450(3), ENGL2320(3), ENGL2330(3), ENGL2350(3), ENGL2360(3), ENGL2370(3), ENGL2380(3), ENGL2450(3), ENGL2460(3), ENGL2550(3), ENGL2560(3), ENGL2580(3), ENGL2590(3), GEOG1000(2), GEOG1040(3), GEOG1100(3), GEOG1120(2), GERM1030(3), HIST1010(3), HIST1020(3), HIST1030(3), HIST1110(3), HIST1120(3), HIST1130(3), HIST1140(3), HIST1200(3), HIST1210(3), HIST1220(3), HIST1240(3), HIST1270(3), HIST2500(3), INTD1040(3), INTD1210(3), INTD1211(3), MUSC1220(3), MUSC1300(3), MUSC2170(3), MUSC2180(3), PHIL1010(3), PHIL1030(3), PHIL1040(3), PHIL1060(3), PHIL1070(3), PHIL1210(3), POLS1600(3), POLS1700(3), PSYC1170(3), PSYC2340(3), PSYC2350(3), SOC1110(3), SOC1130(3), SOC2210(3), SPAN1030(3), SPAN1101(5), SPAN1102(5), SPAN2201(5), SPAN2202(5), TFT1210(3), TFT1260(3), TFT1310(3), TFT1320(3), TFT1350(3), TFT1710(3)
- 3 credits from Ethical and Civic Responsibility or People and the Environment (Goal Areas 9 or 10): ANTH1020(3), ANTH1130(3), BIOL1030(4), BIOL1160(4), BIOL1200(4), BIOL1600(1), BIOL1610(1), CHEM1000(4), COMM1610(3), ECON1050(3), ENGL2340(3), ENGL2950(3), GEOG1010(3), GEOL1010(2), GEOL1020(2), GEOL1030(2), GEOL1040(2), GEOL1120(4), GEOL1150(4), GEOL1160(4), GEOL1850(3), GEOL1851(1), HIST1700(3), HIST2600(3), HIST2700(3), INTD1030(3), INTD1210(3), INTD1211(3), NSCI1110(4), NSCI1120(4), PHIL1020(3), PHIL1070(3), PHIL1110(3), PHIL1200(3), PHIL1210(3), PHYS1120(4), POLS1100(3), POLS1140(3), SOC1130(3)
- 9 credits from additional MnTC Electives: AMST1010(3), AMST1020(3), AMST2210(3), AMST2220(3), ANTH1010(3), ANTH1020(3), ANTH1130(3), ARBC1030(3), ARBC1101(4), ARBC1102(4), ARBC2201(4), ART1040(3), ART1101(3), ART1102(3), ART1160(3), ART1170(3), ART1270(3), ART1301(3), ART1302(3), ART1310(3), ART1320(3), ART1340(3), ART1341(3), ART1361(3), ART1362(3), ART1401(3), ART1402(3), ART1770(3), ART2180(3), ART2190(3), ART2300(2), ART2611(3), ART2612(3), ART2640(3), ART2740(1), ART2750(1), ART2780(1), ART2781(1), ART2782(1), ART2800(1), ART2820(1), ART2860(1), ART2900(1), ART2970(1), ASL1101(4), ASL1102(4), ASL1300(3), ASL2201(4), ASL2202(4), BIOL1000(4), BIOL1001(4), BIOL1002(4), BIOL1030(4), BIOL1101(4), BIOL1102(4), BIOL1120(3), BIOL1130(4), BIOL1160(4), BIOL1200(4), BIOL1350(3), BIOL1360(4), BIOL1600(1), BIOL1610(1),

BIOL1650(1), BIOL2020(4), BIOL2030(4), BIOL2100(4), BIOL2111(4), BIOL2112(4), CHEM1000(4), CHEM1010(4), CHEM1030(4), CHEM1061(4), CHEM1062(4), COMM1010(3), COMM1110(3), COMM1210(3), COMM1310(3), COMM1410(3), COMM1510(3), COMM1610(3), COMM1710(3), ECON1050(3), ECON1060(3), ECON1070(3), ENGL1111(3), ENGL1112(3), ENGL1140(3), ENGL1150(3), ENGL1201(4), ENGL1202(2), ENGL1250(2), ENGL1400(3), ENGL1450(3), ENGL1900(3), ENGL1950(3), ENGL2010(3), ENGL2020(3), ENGL2030(3), ENGL2270(3), ENGL2310(3), ENGL2320(3), ENGL2330(3), ENGL2340(3), ENGL2350(3), ENGL2360(3), ENGL2370(3), ENGL2380(3), ENGL2390(3), ENGL2450(3), ENGL2460(3), ENGL2550(3), ENGL2560(3), ENGL2580(3), ENGL2590(3), ENGL2950(3), GEOG1000(2), GEOG1010(3), GEOG1040(3), GEOG1100(3), GEOG1120(2), GEOL1010(2), GEOL1020(2), GEOL1030(2), GEOL1040(2), GEOL1110(4), GEOL1120(4), GEOL1130(4), GEOL1150(4), GEOL1160(4), GEOL1850(3), GEOL1851(1), GERM1030(3), HIST1010(3), HIST1020(3), HIST1030(3), HIST1110(3), HIST1120(3), HIST1130(3), HIST1140(3), HIST1200(3), HIST1210(3), HIST1220(3), HIST1240(3), HIST1270(3), HIST1700(3), HIST1800(3), HIST2500(3), HIST2600(3), HIST2700(3), INTD1030(3), INTD1040(3), INTD1210(3), INTD1211(3), MATH1010(3), MATH1080(3), MATH1130(3), MATH1140(3), MATH1150(3), MATH1160(4), MATH1170(4), MATH1180(5), MATH1190(5), MATH1200(3), MATH1221(5), MATH1222(5), MATH2010(3), MATH2220(5), MATH2300(3), MATH2400(3), MUSC1130(1), MUSC1160(1), MUSC1170(1), MUSC1200(3), MUSC1220(3), MUSC1241(3), MUSC1242(3), MUSC1300(3), MUSC1320(1), MUSC1350(3), MUSC1500(2), MUSC1501(2), MUSC1502(2), MUSC1510(1), MUSC1560(1), MUSC1600(2), MUSC1610(1), MUSC1800(2), MUSC1801(2), MUSC1802(2), MUSC1810(1), MUSC1870(1), MUSC2010(2), MUSC2170(3), MUSC2180(3), MUSC2241(3), MUSC2242(3), MUSC2970(1), NSCI1000(4), NSCI1010(1), NSCI1020(1), NSCI1030(1), NSCI1050(4), NSCI1060(3), NSCI1061(1), NSCI1070(3), NSCI1071(1), NSCI1110(4), NSCI1120(4), PHIL1010(3), PHIL1020(3), PHIL1030(3), PHIL1040(3), PHIL1050(3), PHIL1060(3), PHIL1070(3), PHIL1110(3), PHIL1200(3), PHIL1210(3), PHYS1000(4), PHYS1030(4), PHYS1050(4), PHYS1060(3), PHYS1061(1), PHYS1070(3), PHYS1120(4), PHYS1140(3), PHYS1201(5), PHYS1202(5), PHYS1400(3), PHYS1410(1), PHYS1450(3), PHYS1460(1), PHYS1601(5), PHYS1602(5), POLS1100(3), POLS1140(3), POLS1600(3), POLS1700(3), POLS2130(3), PSYC1110(3), PSYC1150(3), PSYC1165(3), PSYC1170(3), PSYC1210(3), PSYC1220(3), PSYC2320(3), PSYC2330(3), PSYC2340(3), PSYC2350(3), SOC1110(3), SOC1130(3), SOC1710(3), SOC1750(3), SOC2110(3), SOC2200(3), SOC2210(3), SOC2410(3), SOC2730(3), SPAN1030(3), SPAN1101(5), SPAN1102(5), SPAN2201(5), SPAN2202(5), TFT1200(3), TFT1210(3), TFT1250(3), TFT1260(3), TFT1270(3), TFT1280(3), TFT1310(3), TFT1320(3), TFT1350(3), TFT1500(3), TFT1510(3), TFT1520(3), TFT1531(3), TFT1532(3), TFT1540(3), TFT1600(1), TFT1610(1), TFT1710(3), TFT2010(3), TFT2950(1)

AA: Emphasis in History

2013 - 2014

The Associate in Arts with a history emphasis fulfills all MnTC requirements and provides students with all the required history courses to allow them to transfer to a four year institution with a junior standing in history. This program prepares the graduate to continue on toward a bachelor's degree with either a minor or a major in history.

Program Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
HIST1110	History of Western Civilization Pre 1550	3		
HIST1120	History of Western Civilization 1550 to Present	3		
Required History Courses:				
HIST1200	History of United States Through 1877	3		
2 courses from the following History electives:				
HIST1030	Colonial History of the Americas <i>or</i>	3		
HIST1130	History of the Medieval West <i>or</i>	3		
HIST1140	History of the Ancient West <i>or</i>	3		
HIST1240	History of the American West <i>or</i>	3		
HIST1270	Race in America <i>or</i>	3		
HIST1990	Topics: <i>or</i>	1		
HIST2500	World Regional History <i>or</i>	3		
HIST2600	Intellectual History <i>or</i>	3		
HIST2700	History and Popular Culture	3		
HIST2900	Applied History	3		
HIST1210	History of the United States Since 1877	3		
Complete either (Hist 1010 and Hist 1020) OR (Hist 1110 and Hist 1120):				
HIST1010	World History: Origins to 1300	3		
HIST1020	World History: 1300 to Present	3		

General Education Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
Required General Education Courses:				
ENGL1201	College Writing I	4		
2 credits from Health or Physical Education¹				
1 course from the following:				
BIOL1200	Current Environmental Issues <i>or</i>	4		
GEOL1110	Physical Geology <i>or</i>	4		
GEOL1120	Historical Geology <i>or</i>	4		
NSCI1110	Minnesota's Natural History	4		
1 course from COMM1010 or COMM1710:				
COMM1010	Fundamentals of Public Speaking <i>or</i>	3		
COMM1710	Oral Interpretation and Traditions	3		
ENGL1202	College Writing II	2		
MATH1130	Elementary Statistics	3		
3 courses from the following:				
ART2180	Art History: Pre-History to the Age of Cathedrals <i>or</i>	3		
ART2190	Art History: Renaissance to 21st Century Art <i>or</i>	3		
ART2300	Architectural History <i>or</i>	2		
MUSC1300	Music in World Cultures <i>or</i>	3		
MUSC1350	History of Rock 'n Roll <i>or</i>	3		
PHIL1030	Eastern Religions <i>or</i>	3		
PHIL1040	Western Religions <i>or</i>	3		
TFT1350	The American Musical Theatre	3		
1 course from ANTH1020 or GEOG1010:				
ANTH1020	Intro to Anthropology: Physical Anthropology, Archaeology & Prehistory <i>or</i>	3		

GEOG1010	Physical Geography	3		
3 courses from the following:				
ANTH1010	Introduction to Anthropology: Cultural Anthropology <i>or</i>	3		
GEOG1040	Human Geography <i>or</i>	3		
GEOG1100	World Geography <i>or</i>	3		
POLS1100	American Government and Politics <i>or</i>	3		
POLS1700	World Politics <i>or</i>	3		
PSYC1170	Psychology of Gender <i>or</i>	3		
SOC1110	Introduction to Sociology	3		

Total Credit Required 60

Degree Requirements

60 Credits total at college level

Degree Information

The Associate of Arts (A.A.) is awarded for successful completion of 60 credits and is designed to constitute the first two years of a liberal arts bachelor degree program. An A.A. degree includes the entire 40 credit Minnesota Transfer Curriculum (MnTC) as the general education requirement. Students may also choose to concentrate in a particular field of study in preparation for a planned major or professional emphasis at a four-year college by following the pre-major requirement of the desired transfer institution in addition to the MnTC and A.A. requirements.

A student shall:

- Earn a minimum of 60 semester credits.
- Earn a grade point average of 2.00 (C) or higher in courses taken at North Hennepin Community College.
- Earn a minimum of 20 semester credits of the 60 semester credits required for the A.A. Degree at NHCC.
- Complete the general education distribution requirement listed in the Minnesota Transfer Curriculum. The student shall select general education (MnTC) courses numbered 1000 or above to complete a minimum of 40 credits.
- Have four years in which to complete their work under the terms of the catalog in effect at the time of their first enrollment.
- Students taking more than four years to complete their graduation requirements may follow any catalog in effect during the four-year period preceding their date of graduation.

Required A.A. Degree Course Distribution:

- Complete 40 credits in the Minnesota Transfer Curriculum satisfying the requirements for each of the 10 goal areas.
- Complete at least 2 credits for the Wellness requirement from either Health (all courses) or Physical Education (all courses).

If the student intends to transfer, he/she is encouraged to work with an advisor to fulfill requirements for transfer to the other institution.

Completion of an A.A. degree fulfills the Goal Area 2 requirement of the Minnesota Transfer Curriculum (MnTC).

Developmental Courses

Some students may need preparatory course(s) in the areas of Math and/or English. Courses numbered below 1000 will not apply toward a degree.

Equal Opportunity Employer and Disability Access Information

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Notes

HIST 1110 & HIST 1120 can be replaced with HIST 1010 & HIST 1020.

Students planning to transfer to St. Cloud State University should complete HIST 1110 & HIST 1120.

Hist 1270 fulfills the General Education requirement of Diversity (MGM) at St. Cloud State University.

Program Outcomes

Knowledge of human cultures and the physical and natural world, including:

- broad knowledge of world history, ancient to present, including knowledge of chronology, place, and significance.
- broad knowledge of major fields of history and schools of historical interpretation.

Intellectual and Practical Skills, including:

- ability to evaluate primary and secondary source material
- ability to develop and critique historical arguments based on primary and secondary source material
- ability to communicate using the standards of the discipline
- ability to develop and complete a program of historical research, beginning with the development of a research topic, through producing an original secondary source of publishable quality

Personal and Social Responsibility, including:

- ability to identify and evaluate bias and perspective in written and audio-visual materials, including digital, internet, and broadcast media.
- insight into the construction of historical knowledge as reflective of personal and social contexts

Integrative Learning, including:

- ability to critically analyze, interpret, and synthesize various types of historical materials.
- understanding of the role of the past in causing current events, conflicts, and problems, and its richness as a source of possible solutions.

Be prepared to transfer to a four year institution in this discipline:

- Graduates will have completed all 10 Goal Areas of the Minnesota Transfer Curriculum requirements and have a foundation of knowledge in history to prepare them for transfer to a baccalaureate program.

Career Opportunities

Information on careers, including salary and employment outlook data, is available on the [iseek](http://www.iseek.org) and Bureau of Labor Statistics websites: www.iseek.org and www.bls.gov.

Transfer Information

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Accreditation

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1. 2 credits from Health or Physical Education: HLTH1030(3), HLTH1050(3), HLTH1060(3), HLTH1070(3), HLTH1080(3), HLTH1100(3), HLTH1250(3), HLTH1600(3), HLTH1900(3), HLTH1990(1), PE1010(2), PE1020(1), PE1040(1), PE1041(1), PE1042(1), PE1050(1), PE1070(1), PE1110(1), PE1120(1), PE1130(1), PE1140(1), PE1151(1), PE1152(1), PE1200(1), PE1210(1), PE1230(1), PE1240(1), PE1250(3), PE1260(1), PE1270(1), PE1300(1), PE1310(1), PE1360(2), PE1370(1), PE1380(1), PE1390(1), PE1400(1), PE1420(1), PE1430(1), PE1440(1), PE1451(1), PE1452(1), PE1500(3), PE1510(2), PE1520(3), PE1600(1), PE1620(1), PE1650(1), PE1700(3), PE1710(3), PE1720(2), PE1730(1), PE1740(1), PE1750(1), PE1751(1), PE1752(1), PE1760(1), PE1770(2), PE1780(1), PE1790(1), PE1800(1), PE1810(1), PE1820(1), PE1830(1), PE1840(1), PE1930(1), PE1940(1), PE1990(1), PE2101(4), PE2102(2), PE2390(2), PE2490(4), PE2910(1)

Cert: Academic English Language Proficiency 2013 - 2014

This certificate recognizes that a student in the ESOL (English for Speakers of Other Languages) program has demonstrated a high level of proficiency in academic English language and literacy skills to support student academic and career success. Students will also gain skills for education and employment through the completion of elective courses which support continued development of written, verbal, and technology communication, advancement of international perspectives, and career exploration.

Program Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
ENGL 1201 must be completed at NHCC with a minimum grade of 2.0 (C):				
ENGL1201	College Writing I (minimum grade 2.0)	4		
2 courses from the following - each class requires a minimum grade of 2.0 (C):				
ESOL1230	College Reading and Studying Skills <i>or</i>	4		
ESOL1260	College Writing Skills Development <i>or</i>	4		
ESOL1280	Listening and Speaking for College Success	4		

Subtotal 12

Electives

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
6 credits from the following - each class requires a minimum grade of 2.0 (C):				
ADEV1000	Career Planning <i>or</i>	2		
ADEV1010	Job Seeking Skills <i>or</i>	1		
BIOL1230	Medical Terminology I - Basics <i>or</i>	1		
BUS1000	Career Planning <i>or</i>	2		
BUS1010	Job Seeking Skills <i>or</i>	1		
BUS1100	Introduction to Business and the American Economy <i>or</i>	3		
BUS1210	Managerial Communication <i>or</i>	3		
BUS1700	Introduction to International Business <i>or</i>	3		
CIS1000	Electronic Keyboarding Communications <i>or</i>	3		
CIS1101	Business Computer Systems I <i>or</i>	3		
CIS1200	Word Processing <i>or</i>	3		
COMM1010	Fundamentals of Public Speaking <i>or</i>	3		
COMM1110	Principles of Interpersonal Communication <i>or</i>	3		
COMM1210	Small Group Communication <i>or</i>	3		
COMM1310	Intercultural Communication <i>or</i>	3		
CSCI1000	Computer Basics <i>or</i>	3		
CSCI1020	Beginning Web Page Programming <i>or</i>	1		
ENGL1112	College Writing II <i>or</i>	3		
ENGL1140	Business Communications <i>or</i>	3		
ENGL1202	College Writing II <i>or</i>	2		
ESOL1080	English Pronunciation <i>or</i>	2		
GEOG1000	Geography of the United States	2		

Subtotal 6

Total Credits Required 18

Gainful Employment Program Information

[Academic English Language Proficiency](#)

Program Outcomes

- develop advanced ability in English language and academic skills through the completion of reading, writing, listening/speaking, and/or vocabulary courses
- demonstrate active learning strategies

- adapt learning practices according to learning needs
- analyze the effect of one's personal beliefs and experiences on learning
- participate in critical thinking, including reflecting upon diverse global perspectives
- explore ways to participate on campus and in the community

Degree Information

Certificates may be earned for successful completion of courses in a specialized program of study with a minimum grade point average of 2.00 (C) in each class. Students must complete ENGL 1201 at North Hennepin Community College. A certificate shall include 9 to 32 semester credits. At least one-third of the total credits required for each certificate must be completed at North Hennepin Community College.

Developmental Courses

Some students may need preparatory course(s) in the areas of Math and/or English. Courses numbered below 1000 will not apply toward a degree.

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Career Opportunities

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Transfer Information

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Degree Information

Certificates may be earned for successful completion of courses in a specialized program of study with a minimum grade point average of 2.00 (C). A certificate shall include 9 to 30 semester credits. At least one-third of the total credits required for each certificate must be completed at North Hennepin Community College.

Developmental Courses

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AS: Accounting 2013 - 2014

An Accountant examines, analyzes and interprets accounting data for the purpose of giving advice and preparing financial statements. Duties may include performing such activities as recording receipts and disbursements, and preparing state and federal reports. The accountant may prepare reports and financial statements electronically.

North Hennepin Community College offers this degree for students who are interested in transferring their credits to earn a baccalaureate degree at a four-year institution. The courses from this program are delivered in the classroom and/or online.

NHCC also offers an Associate in Applied Science (A.A.S.) degree in Accounting for students who are interested in moving directly into an accounting career.

Program Courses - Business Foundation Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
ACCT2111	Financial Accounting	4		
CIS1101	Business Computer Systems I	3		
ACCT2112	Managerial Accounting	4		
BUS1100	Introduction to Business and the American Economy	3		
BUS1200	Principles of Management	3		
BUS1600	Principles of Marketing	3		

Subtotal 20

Program Courses - Accounting Specialty Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
ACCT2100	The Accounting Cycle	1		
ACCT2230	Computerized Accounting with QuickBooks	3		
CIS1220	Decision Making Excel	3		
ACCT2200	Applied Accounting Capstone Course	3		

Subtotal 10

General Education Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
ENGL1201	College Writing I	4		
ENGL1202	College Writing II	2		
ECON1070	Principles of Economics Micro	3		
ECON1060	Principles of Economics Macro	3		
COMM1010	Fundamentals of Public Speaking	3		
1 course from PSYC1150 or SOC1110:				
PSYC1150	General Psychology <i>or</i>	3		
SOC1110	Introduction to Sociology	3		

Subtotal 18

MnTC Electives

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
3 credits from Natural Sciences or Mathematics/Logical Reasoning (Goal Area 3 or 4)¹				
6 credits from additional MnTC Electives²				
3 credits from The Humanities and Fine Arts (Goal Area 6)³				

Subtotal 12

Total Credits Required 60

Program Outcomes

Knowledge of Human Cultures and the Physical and Natural World:

- The theory and practice of the accounting process

Intellectual and Practical Skills:

- How to analyze financial information and make business decisions using critical thinking and problem solving skills
- How to communicate effectively, in oral and written forms

Personal and Social Responsibility and Engagement:

- How to evaluate professional responsibilities, including ethical issues

Integrative and Applied Learning:

- Use of technology including Microsoft Word, Excel and PowerPoint

Upon completion of the program the student will be prepared to transfer to a baccalaureate program.

Program Accreditation

Accreditation Council for Business Schools and Programs, 11520 West 119th Street, Overland Park, KS 66123

Degree Information

The Associate of Science (A.S.) degree is intended for students whose primary goal is to complete the credentials for a specific career and/or prepare for transfer to complete a bachelor's degree at a college or university with whom North Hennepin Community College has an articulation agreement. The A.S. degree provides a balance of general education courses and the required scientific, professional or technical courses in the degree program.

A student shall:

- Earn a minimum of 60 semester credits as required in the program, with a grade point average of 2.00 (C) or above in courses taken at North Hennepin Community College. Specific programs may have additional requirements or a higher minimum grade point average.
- Earn a minimum of 20 semester credits at North Hennepin Community College. A student must complete at least 50% of career specific courses at North Hennepin Community College.
- Earn 30 credits in at least 6 Minnesota Transfer Curriculum (MnTC) goal areas.
- Earn 30 professional/technical credits.
- Have four years to complete the graduation requirements as published in the catalog in effect at the time of their initial enrollment. Students taking more than four years to complete their graduation requirements may follow any catalog published during the four-year period preceding their graduation.

Completion of an A.S. degree fulfills the Goal Area 2 requirement of the Minnesota Transfer Curriculum (MnTC).

Developmental Courses

Some students may need preparatory course(s) in the areas of Math and/or English. Courses numbered below 1000 will not apply toward a degree.

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Career Opportunities

Information on careers, including salary and employment outlook data, is available on the [iseek](http://www.iseek.org) and Bureau of Labor Statistics websites: www.iseek.org and www.bls.gov.

1. 3 credits from Natural Sciences or Mathematics/Logical Reasoning (Goal Area 3 or 4): ANTH1020(3), BIOL1000(4), BIOL1001(4), BIOL1002(4), BIOL1030(4), BIOL1101(4), BIOL1102(4), BIOL1120(3), BIOL1130(4), BIOL1160(4), BIOL1200(4), BIOL1350(3), BIOL1360(4), BIOL1610(1), BIOL1650(1), BIOL2020(4), BIOL2030(4), BIOL2100(4), BIOL2111(4), BIOL2112(4), CHEM1000(4), CHEM1010(4), CHEM1030(4), CHEM1061(4), CHEM1062(4), GEOG1010(3), GEOL1010(2), GEOL1020(2), GEOL1030(2), GEOL1040(2), GEOL1110(4), GEOL1120(4), GEOL1130(4), GEOL1150(4), GEOL1160(4), GEOL1850(3), GEOL1851(1), MATH1010(3), MATH1080(3), MATH1130(3), MATH1140(3), MATH1150(3), MATH1160(4), MATH1170(4), MATH1180(5), MATH1190(5), MATH1200(3), MATH1221(5), MATH1222(5), MATH2010(3), MATH2220(5), MATH2300(3), MATH2400(3), NSCI1000(4), NSCI1010(1), NSCI1020(1), NSCI1030(1), NSCI1050(4), NSCI1060(3), NSCI1061(1), NSCI1070(3), NSCI1071(1), NSCI1110(4), NSCI1120(4), PHIL1050(3), PHYS1000(4), PHYS1030(4), PHYS1050(4), PHYS1060(3), PHYS1061(1), PHYS1070(3), PHYS1120(4), PHYS1140(3), PHYS1201(5), PHYS1202(5), PHYS1400(3), PHYS1410(1), PHYS1450(3), PHYS1460(1), PHYS1601(5), PHYS1602(5)
2. 6 credits from additional MnTC Electives: AMST1010(3), AMST1020(3), AMST2210(3), AMST2220(3), ANTH1010(3), ANTH1020(3), ANTH1130(3), ARBC1030(3), ARBC1101(4), ARBC1102(4), ARBC2201(4), ART1040(3), ART1101(3), ART1102(3), ART1160(3), ART1170(3), ART1270(3), ART1301(3), ART1302(3), ART1310(3), ART1320(3), ART1340(3), ART1341(3), ART1361(3), ART1362(3), ART1401(3), ART1402(3), ART1770(3), ART2180(3), ART2190(3), ART2300(2), ART2611(3), ART2612(3), ART2640(3), ART2740(1), ART2750(1), ART2780(1), ART2781(1), ART2782(1), ART2800(1), ART2820(1), ART2860(1), ART2900(1), ART2970(1), ASL1101(4), ASL1102(4), ASL1300(3), ASL2201(4), ASL2202(4), BIOL1000(4), BIOL1001(4), BIOL1002(4), BIOL1030(4), BIOL1101(4), BIOL1102(4), BIOL1120(3), BIOL1130(4), BIOL1160(4), BIOL1200(4), BIOL1350(3), BIOL1360(4), BIOL1600(1), BIOL1610(1), BIOL1650(1), BIOL2020(4), BIOL2030(4), BIOL2100(4), BIOL2111(4), BIOL2112(4), CHEM1000(4), CHEM1010(4), CHEM1030(4), CHEM1061(4), CHEM1062(4), COMM1010(3), COMM1110(3), COMM1210(3), COMM1310(3), COMM1410(3), COMM1510(3), COMM1610(3), COMM1710(3), ECON1050(3), ECON1060(3), ECON1070(3), ENGL1111(3), ENGL1112(3), ENGL1140(3), ENGL1150(3), ENGL1201(4), ENGL1202(2), ENGL1250(2), ENGL1400(3), ENGL1450(3), ENGL1900(3), ENGL1950(3), ENGL2010(3), ENGL2020(3), ENGL2030(3), ENGL2270(3), ENGL2310(3), ENGL2320(3), ENGL2330(3), ENGL2340(3), ENGL2350(3), ENGL2360(3), ENGL2370(3), ENGL2380(3), ENGL2390(3), ENGL2450(3), ENGL2460(3), ENGL2550(3), ENGL2560(3), ENGL2580(3), ENGL2590(3), ENGL2950(3), GEOG1000(2), GEOG1010(3), GEOG1040(3), GEOG1100(3), GEOG1120(2), GEOL1010(2), GEOL1020(2), GEOL1030(2), GEOL1040(2), GEOL1110(4), GEOL1120(4), GEOL1130(4), GEOL1150(4), GEOL1160(4), GEOL1850(3), GEOL1851(1), GERM1030(3), HIST1010(3), HIST1030(3), HIST1030(3), HIST1101(3), HIST1120(3), HIST1130(3), HIST1140(3), HIST1200(3), HIST1210(3), HIST1220(3), HIST1240(3), HIST1270(3), HIST1700(3), HIST1800(3), HIST2500(3), HIST2600(3), HIST2700(3), INTD1030(3), INTD1040(3), INTD1210(3), INTD1211(3), MATH1010(3), MATH1080(3), MATH1130(3), MATH1140(3), MATH1150(3), MATH1160(4), MATH1170(4), MATH1180(5), MATH1190(5), MATH1200(3), MATH1221(5), MATH1222(5), MATH2010(3), MATH2220(5), MATH2300(3), MATH2400(3), MUSC1130(1), MUSC1130(1), MUSC1160(1), MUSC1170(1), MUSC1200(3), MUSC1220(3), MUSC1241(3), MUSC1242(3), MUSC1300(3), MUSC1320(1), MUSC1350(3), MUSC1500(2), MUSC1501(2), MUSC1502(2), MUSC1510(1), MUSC1560(1), MUSC1600(2), MUSC1610(1), MUSC1800(2), MUSC1801(2), MUSC1802(2), MUSC1810(1), MUSC1870(1), MUSC2010(2), MUSC2170(3), MUSC2180(3), MUSC2241(3), MUSC2242(3), MUSC2970(1), NSCI1000(4), NSCI1010(1), NSCI1020(1), NSCI1030(1), NSCI1050(4), NSCI1060(3), NSCI1061(1), NSCI1070(3), NSCI1071(1), NSCI1110(4), NSCI1120(4), PHIL1010(3), PHIL1020(3), PHIL1030(3), PHIL1040(3), PHIL1050(3), PHIL1060(3), PHIL1070(3), PHIL1110(3), PHIL1200(3), PHIL1210(3), PHYS1000(4), PHYS1030(4), PHYS1050(4), PHYS1060(3), PHYS1061(1), PHYS1070(3), PHYS1120(4), PHYS1140(3), PHYS1201(5), PHYS1202(5), PHYS1400(3), PHYS1410(1), PHYS1450(3), PHYS1460(1), PHYS1601(5), PHYS1602(5), POLS1100(3), POLS1140(3), POLS1600(3), POLS1700(3), POLS2130(3), PSYC1110(3), PSYC1150(3), PSYC1165(3), PSYC1170(3), PSYC1210(3), PSYC1220(3), PSYC2320(3), PSYC2330(3), PSYC2340(3), PSYC2350(3), SOC1110(3), SOC1130(3), SOC1710(3), SOC1750(3), SOC2110(3), SOC2200(3), SOC2210(3), SOC2410(3), SOC2730(3), SPAN1030(3), SPAN1101(5), SPAN1102(5), SPAN2201(5), SPAN2202(5), TFT1200(3), TFT1210(3), TFT1250(3), TFT1260(3), TFT1270(3), TFT1280(3), TFT1310(3), TFT1320(3), TFT1350(3), TFT1500(3), TFT1510(3), TFT1520(3), TFT1531(3), TFT1532(3), TFT1540(3), TFT1600(1), TFT1610(1), TFT1710(3), TFT2010(3), TFT2950(1)
3. 3 credits from The Humanities and Fine Arts (Goal Area 6): AMST1010(3), AMST1020(3), AMST2210(3), AMST2220(3), ARBC1030(3), ART1040(3), ART1101(3), ART1102(3), ART1160(3), ART1170(3), ART1270(3), ART1301(3), ART1302(3), ART1310(3), ART1320(3), ART1340(3), ART1341(3), ART1361(3), ART1362(3), ART1401(3), ART1402(3), ART1770(3), ART2180(3), ART2190(3), ART2300(2), ART2611(3), ART2612(3), ART2640(3), ART2740(1), ART2750(1), ART2780(1), ART2781(1), ART2782(1), ART2800(1), ART2820(1), ART2860(1), ART2900(1), ART2970(1), ENGL1150(3), ENGL1250(2), ENGL1400(3), ENGL1450(3), ENGL1900(3), ENGL1950(3), ENGL2010(3), ENGL2020(3), ENGL2030(3), ENGL2270(3), ENGL2310(3), ENGL2320(3), ENGL2330(3), ENGL2340(3), ENGL2350(3), ENGL2360(3), ENGL2370(3), ENGL2380(3), ENGL2390(3), ENGL2450(3), ENGL2460(3), ENGL2550(3), ENGL2560(3), ENGL2580(3), ENGL2950(3), GERM1030(3), INTD1030(3), MUSC1130(1), MUSC1160(1), MUSC1170(1), MUSC1200(3), MUSC1220(3), MUSC1241(3), MUSC1242(3), MUSC1300(3), MUSC1320(1), MUSC1350(3), MUSC1500(2), MUSC1501(2), MUSC1502(2), MUSC1510(1), MUSC1560(1), MUSC1600(2), MUSC1610(1), MUSC1800(2), MUSC1801(2), MUSC1802(2), MUSC1810(1), MUSC1870(1), MUSC2010(2), MUSC2170(3), MUSC2180(3), MUSC2241(3), MUSC2242(3), MUSC2970(1), PHIL1010(3), PHIL1020(3), PHIL1030(3), PHIL1040(3), PHIL1060(3), SPAN1030(3), TFT1200(3), TFT1210(3), TFT1250(3), TFT1260(3), TFT1270(3), TFT1280(3), TFT1310(3), TFT1320(3), TFT1350(3), TFT1500(3), TFT1510(3), TFT1520(3), TFT1531(3), TFT1532(3), TFT1540(3), TFT1600(1), TFT1610(1), TFT2010(3), TFT2950(1)

AAS: Accounting Technology

2013 - 2014

An Accountant examines, analyzes and interprets accounting data for the purpose of giving advice and preparing financial statements. Duties may include performing such activities as recording receipts and disbursements, and preparing state and federal reports. The accountant may prepare reports and financial statements electronically.

North Hennepin Community College offers this degree for students who are interested in moving directly into an accounting career.

NHCC also offers an Associate in Science A.S. degree in Accounting for students who are interested in transferring their credits to earn a baccalaureate degree at a four-year institution.

Program Courses - Business Foundation Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
ACCT2111	Financial Accounting	4		
BUS1100	Introduction to Business and the American Economy	3		
BUS1200	Principles of Management	3		
BUS1210	Managerial Communication	3		
BUS1300	Legal Environment of Business	3		
BUS1600	Principles of Marketing	3		
CIS1101	Business Computer Systems I	3		

Subtotal 22

Program Courses - Accounting Specialty Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
ACCT2100	The Accounting Cycle	1		
ACCT2112	Managerial Accounting	4		
ACCT2200	Applied Accounting Capstone Course	3		
ACCT2230	Computerized Accounting with QuickBooks	3		
ACCT2250	Small Business Payroll	2		
ACCT2260	Small Business Income Taxes	2		
CIS1220	Decision Making Excel	3		

Subtotal 18

General Education Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
ENGL1201	College Writing I	4		
ENGL1202	College Writing II	2		
ECON1070	Principles of Economics Micro	3		
COMM1010	Fundamentals of Public Speaking	3		

Subtotal 12

MnTC Electives

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
8 credits from at least 3 of the 10 MnTC Goal Areas¹				

Subtotal 8

Total Credits Required 60

Program Outcomes

Knowledge of Human Cultures and the Physical and Natural World:

- The theory and practice of the accounting process
- Basic knowledge of business taxation and payroll

Intellectual and Practical Skills:

- How to analyze financial information and make business decisions using critical thinking and problem solving skills
- How to communicate effectively, in oral and written forms

Personal and Social Responsibility and Engagement:

- How to evaluate professional responsibilities, including ethical issues

Integrative and Applied Learning:

- Use of technology including Microsoft Word, Excel and QuickBooks

Upon completion of the program the student will be prepared for entry level work in the accounting field. Courses in this degree may transfer to four-year colleges. Consult with an advisor for further information.

Program Accreditation

Accreditation Council for Business Schools and Programs, 11520 West 119th Street, Overland Park, KS 66123

Transfer Information

If you are planning on transferring to another institution, follow the guidelines available on our transfer resources web page to help you plan the process: [Transfer Information](#)

Career Opportunities

Information on careers, including salary and employment outlook data, is available on the iseek and Bureau of Labor Statistics websites: www.iseek.org and www.bls.gov.

Accreditation

North Hennepin Community College is accredited by the:
Higher Learning Commission of the North Central Association of Colleges and Schools
30 N. LaSalle Street, Suite 2400
Chicago, IL 60602-2504
1-800-621-7440

Degree Information

The Associate in Applied Science (A.A.S.) degree is intended for those students who plan to use the competence gained through their degree for immediate employment or enhancing current career skills. The A.A.S. degree includes a minimum of 20 semester credits in general education selected from at least three of the ten goal areas of the Minnesota Transfer Curriculum (MnTC). The MnTC courses within the A.A.S. programs transfer to any Minnesota State College or University. Many of the A.A.S. degree programs have articulation agreements with four-year institutions for transfer of the program.

A student shall:

- Earn a minimum of 60-71 semester credits as required in the program with a grade point average of 2.00 (C) or above in courses taken at North Hennepin Community College. Specific programs may have additional requirements or a higher minimum grade point average.
- Earn a minimum of 20 semester credits at North Hennepin Community College.
- Earn 20 credits in at least 3 MnTC goal areas

Completion of an A.A.S. degree fulfills the Goal Area 2 requirement of the Minnesota Transfer Curriculum (MnTC).

Developmental Courses

Some students may need preparatory course(s) in the areas of Math and/or English. Courses numbered below 1000 will not apply toward a degree.

Equal Opportunity Employer and Disability Access Information

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1. 8 credits from at least 3 of the 10 MnTC Goal Areas: AMST1010(3), AMST1020(3), AMST2210(3), AMST2220(3), ANTH1010(3),

ANTH1020(3), ANTH1130(3), ARBC1030(3), ARBC1101(4), ARBC1102(4), ARBC2201(4), ART1040(3), ART1101(3), ART1102(3), ART1160(3), ART1170(3), ART1270(3), ART1301(3), ART1302(3), ART1310(3), ART1320(3), ART1340(3), ART1341(3), ART1361(3), ART1362(3), ART1401(3), ART1402(3), ART1770(3), ART2180(3), ART2190(3), ART2300(2), ART2611(3), ART2612(3), ART2640(3), ART2740(1), ART2750(1), ART2780(1), ART2781(1), ART2782(1), ART2800(1), ART2820(1), ART2860(1), ART2900(1), ART2970(1), ASL1101(4), ASL1102(4), ASL1300(3), ASL2201(4), ASL2202(4), BIOL1000(4), BIOL1001(4), BIOL1002(4), BIOL1030(4), BIOL1101(4), BIOL1102(4), BIOL1120(3), BIOL1130(4), BIOL1160(4), BIOL1200(4), BIOL1350(3), BIOL1360(4), BIOL1600(1), BIOL1610(1), BIOL1650(1), BIOL2020(4), BIOL2030(4), BIOL2100(4), BIOL2111(4), BIOL2112(4), CHEM1000(4), CHEM1010(4), CHEM1030(4), CHEM1061(4), CHEM1062(4), COMM1010(3), COMM1110(3), COMM1210(3), COMM1310(3), COMM1410(3), COMM1510(3), COMM1610(3), COMM1710(3), ECON1050(3), ECON1060(3), ECON1070(3), ENGL1111(3), ENGL1112(3), ENGL1140(3), ENGL1150(3), ENGL1201(4), ENGL1202(2), ENGL1250(2), ENGL1400(3), ENGL1450(3), ENGL1900(3), ENGL1950(3), ENGL2010(3), ENGL2020(3), ENGL2030(3), ENGL2270(3), ENGL2310(3), ENGL2320(3), ENGL2330(3), ENGL2340(3), ENGL2350(3), ENGL2360(3), ENGL2370(3), ENGL2380(3), ENGL2390(3), ENGL2450(3), ENGL2460(3), ENGL2550(3), ENGL2560(3), ENGL2580(3), ENGL2590(3), ENGL2950(3), GEOG1000(2), GEOG1010(3), GEOG1040(3), GEOG1100(3), GEOG1120(2), GEOL1010(2), GEOL1020(2), GEOL1030(2), GEOL1040(2), GEOL1110(4), GEOL1120(4), GEOL1130(4), GEOL1150(4), GEOL1160(4), GEOL1850(3), GEOL1851(1), GERM1030(3), HIST1010(3), HIST1020(3), HIST1030(3), HIST1110(3), HIST1120(3), HIST1130(3), HIST1140(3), HIST1200(3), HIST1210(3), HIST1220(3), HIST1240(3), HIST1270(3), HIST1700(3), HIST1800(3), HIST2500(3), HIST2600(3), HIST2700(3), INTD1030(3), INTD1040(3), INTD1210(3), INTD1211(3), MATH1010(3), MATH1080(3), MATH1130(3), MATH1140(3), MATH1150(3), MATH1160(4), MATH1170(4), MATH1180(5), MATH1190(5), MATH1200(3), MATH1221(5), MATH1222(5), MATH2010(3), MATH2220(5), MATH2300(3), MATH2400(3), MUSC1130(1), MUSC1160(1), MUSC1170(1), MUSC1200(3), MUSC1220(3), MUSC1241(3), MUSC1242(3), MUSC1300(3), MUSC1320(1), MUSC1350(3), MUSC1500(2), MUSC1501(2), MUSC1502(2), MUSC1510(1), MUSC1560(1), MUSC1600(2), MUSC1610(1), MUSC1800(2), MUSC1801(2), MUSC1802(2), MUSC1810(1), MUSC1870(1), MUSC2010(2), MUSC2170(3), MUSC2180(3), MUSC2241(3), MUSC2242(3), MUSC2970(1), NSCI1000(4), NSCI1010(1), NSCI1020(1), NSCI1030(1), NSCI1050(4), NSCI1060(3), NSCI1061(1), NSCI1070(3), NSCI1071(1), NSCI1110(4), NSCI1120(4), PHIL1010(3), PHIL1020(3), PHIL1030(3), PHIL1040(3), PHIL1050(3), PHIL1060(3), PHIL1070(3), PHIL1110(3), PHIL1200(3), PHIL1210(3), PHYS1000(4), PHYS1030(4), PHYS1050(4), PHYS1060(3), PHYS1061(1), PHYS1070(3), PHYS1120(4), PHYS1140(3), PHYS1201(5), PHYS1202(5), PHYS1400(3), PHYS1410(1), PHYS1450(3), PHYS1460(1), PHYS1601(5), PHYS1602(5), POLS1100(3), POLS1140(3), POLS1600(3), POLS1700(3), POLS2130(3), PSYC1110(3), PSYC1150(3), PSYC1165(3), PSYC1170(3), PSYC1210(3), PSYC1220(3), PSYC2320(3), PSYC2330(3), PSYC2340(3), PSYC2350(3), SOC1110(3), SOC1130(3), SOC1710(3), SOC1750(3), SOC2110(3), SOC2200(3), SOC2210(3), SOC2410(3), SOC2730(3), SPAN1030(3), SPAN1101(5), SPAN1102(5), SPAN2201(5), SPAN2202(5), TFT1200(3), TFT1210(3), TFT1250(3), TFT1260(3), TFT1270(3), TFT1280(3), TFT1310(3), TFT1320(3), TFT1350(3), TFT1500(3), TFT1510(3), TFT1520(3), TFT1531(3), TFT1532(3), TFT1540(3), TFT1600(1), TFT1610(1), TFT1710(3), TFT2010(3), TFT2950(1)

Cert: Accounting Essentials

2013 - 2014

The purpose of this certificate is for students to learn basic accounting (manual & computer) skills. Some of the courses are offered online. Courses can be applied to the 29 credit General Accounting Certificate or the A.A.S. or A.S. in Accounting. The courses from this program are delivered in the classroom and/or online. This certificate qualifies for the Workforce Investment Act.

Program Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
ACCT2100	The Accounting Cycle	1		
ACCT2111	Financial Accounting	4		
ACCT2230	Computerized Accounting with QuickBooks	3		
CIS1220	Decision Making Excel	3		

Total Credits Required 11

Degree Information

Certificates may be earned for successful completion of courses in a specialized program of study with a minimum grade point average of 2.00 (C). A certificate shall include 9 to 30 semester credits. At least one-third of the total credits required for each certificate must be completed at North Hennepin Community College.

Developmental Courses

Some students may need preparatory course(s) in the areas of Math and/or English. Courses numbered below 1000 will not apply toward a degree.

Equal Opportunity Employer and Disability Access Information

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Program Outcomes

Knowledge of Human Cultures and the Physical and Natural World:

- The accounting process

Intellectual and Practical Skills:

- How to analyze financial information and make business decisions using critical thinking and problem solving skills

Integrative and Applied Learning:

- Use of technology, including Microsoft Excel and QuickBooks

Upon completion of the program the student will be prepared to transfer to a baccalaureate program.

Accreditation

North Hennepin Community College is accredited by the:
Higher Learning Commission of the North Central Association of Colleges and Schools
30 N. LaSalle Street, Suite 2400
Chicago, IL 60602-2504
1-800-621-7440

Career Opportunities

Information on careers, including salary and employment outlook data, is available on the [iseek](http://www.iseek.org) and Bureau of Labor Statistics websites: www.iseek.org and www.bls.gov.

Transfer Information

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Degree Information

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Developmental Courses

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Cert: General Accounting

2013 - 2014

The purpose of this certificate is for students to learn accounting (manual & computer) skills to prepare for an entry-level accounting position in a small to medium-size business. Some of the courses are offered online. Courses can be applied to the A.A.S. or A.S. in Accounting. The courses from this program are delivered in the classroom and/or online. This certificate qualifies for the Workforce Investment Act.

Program Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
ACCT2111	Financial Accounting	4		
ACCT2100	The Accounting Cycle	1		
ACCT2112	Managerial Accounting	4		
ACCT2230	Computerized Accounting with QuickBooks	3		
BUS1110	Essential Employment Skills	3		
BUS1200	Principles of Management	3		
BUS1210	Managerial Communication	3		
BUS1300	Legal Environment of Business	3		
CIS1220	Decision Making Excel	3		
1 course from ACCT2250 or ACCT2260:				
ACCT2250	Small Business Payroll <i>or</i>	2		
ACCT2260	Small Business Income Taxes	2		

Total Credits Required 29

Program Outcomes

Knowledge of Human Cultures and the Physical and Natural World:

- The theory and practice of the accounting process

Intellectual and Practical Skills:

- How to analyze financial information and make business decisions using critical thinking and problem solving skills
- How to communicate effectively, in oral and written forms

Personal and Social Responsibility and Engagement:

- How to evaluate professional responsibilities, including ethical issues

Integrative and Applied Learning:

- Use of technology including Microsoft Word, Excel and PowerPoint

Upon completion of the program the student will be prepared for entry level work in the accounting field. Courses in this degree may transfer to four-year colleges. Consult with an advisor for further information.

Gainful Employment Program Information

[General Accounting](#)

Degree Information

Certificates may be earned for successful completion of courses in a specialized program of study with a minimum grade point average of 2.00 (C). A certificate shall include 9 to 30 semester credits. At least one-third of the total credits required for each certificate must be completed at North Hennepin Community College.

Developmental Courses

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Transfer Information

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Degree Information

Certificates may be earned for successful completion of courses in a specialized program of study with a minimum grade point average of 2.00 (C). A certificate shall include 9 to 30 semester credits. At least one-third of the total credits required for each certificate must be completed at North Hennepin Community College.

Developmental Courses

Some students may need preparatory course(s) in the areas of Math and/or English. Courses numbered below 1000 will not apply toward a degree.

Equal Opportunity Employer and Disability Access Information

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Cert: Small Business Accounting

2013 - 2014

The purpose of this certificate is for students to learn basic accounting (manual and computer) skills that are used in small businesses. Some of the courses are offered online. Courses can be applied to the 29-credit General Accounting Certificate or the A.A.S. or A.S. in Accounting. The courses from this program are delivered in the classroom and/or online. This certificate qualifies for the Workforce Investment Act.

Program Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
ACCT2100	The Accounting Cycle	1		
ACCT2111	Financial Accounting	4		
4 credits minimum from the following:				
ACCT2112	Managerial Accounting <i>or</i>	4		
ACCT2200	Applied Accounting Capstone Course <i>or</i>	3		
ACCT2230	Computerized Accounting with QuickBooks <i>or</i>	3		
ACCT2250	Small Business Payroll <i>or</i>	2		
ACCT2260	Small Business Income Taxes <i>or</i>	2		
CIS1101	Business Computer Systems I	3		

Total Credits Required 9

Program Outcomes

Knowledge of Human Cultures and the Physical and Natural World:

- The theory and practice of the accounting process

Intellectual and Practical Skills:

- How to analyze financial information and make business decisions using critical thinking and problem solving skills

Personal and Social Responsibility and Engagement:

- How to evaluate professional responsibilities, including ethical issues

Integrative and Applied Learning:

- Use of technology including Microsoft Word, Excel and PowerPoint

Upon completion of the program the student will be prepared for entry level work in the accounting field. Courses in this degree may transfer to four-year colleges. Consult with an advisor for further information.

Degree Information

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Chicago, IL 60602-2504
1-800-621-7440

Career Opportunities

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Cert: American Sign Language

2013 - 2014

The purpose of the American Sign Language (ASL) Certificate is to provide training for students who wish to learn basic American Sign Language and understand Deaf Culture. This certificate is appropriate for students who are planning to enter or are currently employed in all areas of customer relations. Students who complete this certificate will be in a position to use basic communication with colleagues or customers who are ASL users. This program will not prepare students to become interpreters.

Program Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
ASL1101	American Sign Language I	4		
ASL1102	American Sign Language II	4		
ASL2201	Intermediate American Sign Language I	4		
ASL2202	Intermediate American Sign Language II	4		
ASL1300	Deaf Culture	3		
ASL1400	Fingerspelling and Numbers	3		

Total Credits Required 22

Gainful Employment Program Information

[American Sign Language \(ASL\)](#)

Program Outcomes

Upon completion of this program, a student will be able to communicate with Deaf and Hard of Hearing people on a basic level in American Sign Language, including the use of fingerspelling, numbers and signs. Students who earn this certificate may choose to continue their studies in an Interpreter Program for ASL.

Degree Information

Certificates may be earned for successful completion of courses in a specialized program of study with a minimum grade point average of 2.00 (C) in each class. Students must complete ENGL 1201 at North Hennepin Community College. A certificate shall include 9 to 32 semester credits. At least one-third of the total credits required for each certificate must be completed at North Hennepin Community College.

Developmental Courses

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Certificates may be earned for successful completion of courses in a specialized program of study with a minimum grade point average of 2.00 (C). A certificate shall include 9 to 30 semester credits. At least one-third of the total credits required for each certificate must be completed at North Hennepin Community College.

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AS: Graphic Design 2013 - 2014

NHCC's Associate in Science Graphic Design program is built on a strong foundation of studio art skill and technique. It prepares students for continued study in a baccalaureate or professional degree program in graphic design, illustration, or computer graphics, as well as for positions in design studios, advertising agencies, corporate art departments, magazines, and newspapers. Students will learn the fundamentals of design and the application of design principles in realistic and stimulating assignments. An important aspect of the program is problem solving and developing an ability to communicate using typography and images within the design format. The program focuses on the integration of computer graphics technology with the media of traditional fine arts disciplines such as drawing, design, color, painting, printmaking, and photography. Students study computer graphics on state-of-the-art hardware and software and they learn the necessary skills needed to produce professional design work.

Students must be proficient in the basics covered in the studio arts prerequisite courses before moving into the Graphic Design courses. Students take the appropriate prerequisite Art core courses in their first year before taking Graphic Design courses in their second year. It is strongly suggested that students take ART 2900 Studio Arts Capstone Practicum at the end of their program to assemble their professional portfolio.

This program provides students with technical and creative skills necessary for employment in graphic design, as well as fully accredited courses necessary for transfer to four-year schools such as the Moorhead State University, University of Wisconsin-Stout, The College of Visual Arts, and the Minneapolis College of Art and Design. Students will develop a portfolio of their design work which will help in their career and educational advancement.

It is recommended that students begin their Graphic Design studies by visiting with a counselor or advisor to determine the proper sequence of fine arts core courses to take before moving into graphic design courses.

Program Courses - Fine Arts Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
ART1040	Introduction to Art	3		
ART1101	Photography I	3		
ART1301	Two Dimensional Design I	3		
ART1310	Three Dimensional Design	3		
ART1340	Fundamentals of Color	3		
ART1401	Drawing I	3		
ART2611	Painting I	3		

Subtotal 21

Program Courses - Graphic Design Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
ART2540	Illustration	3		
ART2550	Typography	3		
ART2561	Web Design/Graphics I	3		
ART2562	Web Animation	3		
ART2601	Graphic Design I	3		
ART2602	Graphic Design II	3		
ART2810	Publication Design	2		
ART2901	Desktop Design I	3		
ART2902	Desktop Design II	3		

Subtotal 26

General Education Course

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
ENGL1201	College Writing I	4		

Subtotal 4

MnTC Electives

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
3 credits from Natural Sciences or Mathematics/Logical Reasoning (Goal Area 3 or 4)¹				
3 credits from History and the Social and Behavioral Sciences (Goal Area 5)²				
3 credits from MnTC Goal Areas 7, 9 or 10³				

Subtotal 9

Total Credits Required 60

Program Outcomes

Develop a foundation of essential knowledge about the cultural, social, and natural worlds, and individual well-being by:

- Demonstrating skill in the foundation studio arts courses

Develop intellectual and practical skills, including:

- Verbally and visually communicating their knowledge of design
- Competently critiquing design
- Designing effectively with type and images
- Communicating traditional design concepts with the latest technology so as to be effective graphic designers in today's environment

Demonstrate personal and social responsibility, including:

- Developing constructive, organized work habits and professional presentation skills
- Developing an understanding of the creative accomplishments of other people and cultures, past and present, in the development of the field of graphic design
- Studying the ethics in the use of ideas and technical information as a foundation for respect of intellectual ownership

Integrative Learning, including:

- Managing a design problem from conceptualization to a finished layout
- Writing and designing a professional portfolio
- Demonstrating visual problem solving that employs technical skills and comprehension of the historical context of graphic design with application for contemporary design

Be prepared to transfer to and succeed at an upper-level academic institution.

Notes

To complete the Minnesota Transfer Curriculum, in addition to the courses listed above the student will need to take these additional goal area credits:

- Goal Area 1: ENGL 1202 College Writing II - 2 credits
- Goal Area 1: Speech course - 3 credits
- Goal Area 3: 4 credits or 7 credits (if Goal Area 4 Math course was taken to fulfill the option for this degree) with lab component on one of the course choices in this goal area
- Goal Area 4: 3 credits, if student has no Goal Area 4 classes
- Goal Area 5: 6 credits
- Goal Areas 7, 9, and 10: 6 additional credits (beyond the 3 credits selected in the program) with 3 credits in each of the areas

Degree Information

The Associate of Science (A.S.) degree is intended for students whose primary goal is to complete the credentials for a specific career and/or prepare for transfer to complete a bachelor's degree at a college or university with whom North Hennepin Community College has an articulation agreement. The A.S. degree provides a balance of general education courses and the required scientific, professional or technical courses in the degree program.

A student shall:

- Earn a minimum of 60 semester credits as required in the program, with a grade point average of 2.00 (C) or above in courses taken at North Hennepin Community College. Specific programs may have additional requirements or a higher minimum grade point average.
- Earn a minimum of 20 semester credits at North Hennepin Community College. A student must complete at least 50% of career specific courses at North Hennepin Community College.
- Earn 30 credits in at least 6 Minnesota Transfer Curriculum (MnTC) goal areas.
- Earn 30 professional/technical credits.
- Have four years to complete the graduation requirements as published in the catalog in effect at the time of their initial enrollment. Students taking more than four years to complete their graduation requirements may follow any catalog published during the four-year period preceding their graduation.

Completion of an A.S. degree fulfills the Goal Area 2 requirement of the Minnesota Transfer Curriculum (MnTC).

Developmental Courses

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Career Opportunities

Information on careers, including salary and employment outlook data, is available on the iseek and Bureau of Labor Statistics websites: www.iseek.org and www.bls.gov.

1. 3 credits from Natural Sciences or Mathematics/Logical Reasoning (Goal Area 3 or 4): ANTH1020(3), BIOL1000(4), BIOL1001(4), BIOL1002(4), BIOL1030(4), BIOL1101(4), BIOL1102(4), BIOL1120(3), BIOL1130(4), BIOL1160(4), BIOL1200(4), BIOL1350(3), BIOL1360(4), BIOL1610(1), BIOL1650(1), BIOL2020(4), BIOL2030(4), BIOL2100(4), BIOL2111(4), BIOL2112(4), CHEM1000(4), CHEM1010(4), CHEM1030(4), CHEM1061(4), CHEM1062(4), GEOG1010(3), GEOL1010(2), GEOL1020(2), GEOL1030(2), GEOL1040(2), GEOL1110(4), GEOL1120(4), GEOL1130(4), GEOL1150(4), GEOL1160(4), GEOL1850(3), GEOL1851(1), MATH1010(3), MATH1080(3), MATH1130(3), MATH1140(3), MATH1150(3), MATH1160(4), MATH1170(4), MATH1180(5), MATH1190(5), MATH1200(3), MATH1221(5), MATH1222(5), MATH2010(3), MATH2220(5), MATH2300(3), MATH2400(3), NSCI1000(4), NSCI1010(1), NSCI1020(1), NSCI1030(1), NSCI1050(4), NSCI1060(3), NSCI1061(1), NSCI1070(3), NSCI1071(1), NSCI1110(4), NSCI1120(4), PHIL1050(3), PHYS1000(4), PHYS1030(4), PHYS1050(4), PHYS1060(3), PHYS1061(1), PHYS1070(3), PHYS1120(4), PHYS1140(3), PHYS1201(5), PHYS1202(5), PHYS1400(3), PHYS1410(1), PHYS1450(3), PHYS1460(1), PHYS1601(5), PHYS1602(5)
2. 3 credits from History and the Social and Behavioral Sciences (Goal Area 5): ANTH1010(3), ANTH1130(3), ECON1050(3), ECON1060(3), ECON1070(3), HIST1010(3), HIST1020(3), HIST1030(3), HIST1110(3), HIST1120(3), HIST1130(3), HIST1140(3), HIST1200(3), HIST1210(3), HIST1220(3), HIST1240(3), HIST1270(3), HIST1700(3), HIST1800(3), HIST2500(3), HIST2600(3), HIST2700(3), POLS1100(3), POLS1140(3), POLS1600(3), POLS1700(3), POLS2130(3), PSYC1110(3), PSYC1150(3), PSYC1165(3), PSYC1170(3), PSYC1210(3), PSYC1220(3), PSYC2320(3), PSYC2330(3), PSYC2340(3), PSYC2350(3), SOC1110(3), SOC1710(3), SOC1750(3), SOC2110(3), SOC2200(3), SOC2210(3), SOC2410(3), SOC2730(3)
3. 3 credits from MnTC Goal Areas 7, 9 or 10: AMST1010(3), AMST1020(3), AMST2210(3), AMST2220(3), ANTH1020(3), ANTH1130(3), ASL1300(3), BIOL1030(4), BIOL1160(4), BIOL1200(4), BIOL1600(1), BIOL1610(1), CHEM1000(4), COMM1310(3), COMM1610(3), ECON1050(3), ENGL1450(3), ENGL2320(3), ENGL2330(3), ENGL2340(3), ENGL2350(3), ENGL2370(3), ENGL2380(3), ENGL2450(3), ENGL2460(3), ENGL2950(3), GEOG1000(2), GEOG1010(3), GEOG1040(3), GEOG1120(2), GEOL1010(2), GEOL1020(2), GEOL1030(2), GEOL1040(2), GEOL1120(4), GEOL1150(4), GEOL1160(4), GEOL1850(3), GEOL1851(1), HIST1200(3), HIST1210(3), HIST1220(3), HIST1240(3), HIST1270(3), HIST1700(3), HIST2600(3), HIST2700(3), INTD1030(3), INTD1040(3), INTD1210(3), INTD1211(3), NSCI1110(4), NSCI1120(4), PHIL1020(3), PHIL1040(3), PHIL1070(3), PHIL1110(3), PHIL1200(3), PHIL1210(3), PHYS1120(4), POLS1100(3), POLS1140(3), PSYC1170(3), PSYC2340(3), SOC1110(3), SOC1130(3), SOC2210(3), TFT1210(3), TFT1310(3), TFT1350(3)

AFA: Studio Arts 2013 - 2014

The Associate in Fine Arts degree in Studio Arts prepares students to continue their studies in a baccalaureate art program. In addition to a general education core set of courses, students will take a Fine Arts core set of courses designed to transfer into B.F.A. and B.A. art programs at four-year institutions.

Program Courses - Fine Arts Foundation

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
ART1101	Photography I	3		
ART1301	Two Dimensional Design I	3		
ART1310	Three Dimensional Design	3		
ART1340	Fundamentals of Color	3		
ART1401	Drawing I	3		
ART1402	Drawing II	3		
ART2180	Art History: Pre-History to the Age of Cathedrals	3		
ART2190	Art History: Renaissance to 21st Century Art	3		
ART2611	Painting I	3		
ART2900	Studio Arts Capstone Practicum	1		

Subtotal 28

Program Electives

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
14 credits minimum from the following:				
ART1102	Photography II <i>or</i>	3		
ART1160	Digital Photography <i>or</i>	3		
ART1270	Digital Video Production <i>or</i>	3		
ART1302	Two Dimensional Design II <i>or</i>	3		
ART1320	Introduction to Sculpture <i>or</i>	3		
ART1361	Ceramics I <i>or</i>	3		
ART1362	Ceramics II <i>or</i>	3		
ART1770	Quilt Arts <i>or</i>	3		
ART2612	Painting II <i>or</i>	3		
ART2740	Jewelry Workshop <i>or</i>	1		
ART2750	Ceramics Workshop <i>or</i>	1		
ART2781	Quiltmaking Workshop I <i>or</i>	1		
ART2782	Quiltmaking Workshop II	1		

Subtotal 14

General Education Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
ENGL1201	College Writing I	4		
ENGL1202	College Writing II	2		
COMM1110	Principles of Interpersonal Communication	3		
3 credits from Natural Sciences or Mathematics/Logical Reasoning (Goal Area 3 or 4)¹				
3 credits from History and the Social and Behavioral Sciences (Goal Area 5)²				
3 credits from People and the Environment (Goal Area 10)³				

Subtotal 18

Total Credits Required 60

Program Outcomes

Develop a foundation of essential knowledge about the cultural, social, natural worlds, and individual well-being including:

- the study of creative accomplishments, in the context of other people and cultures, past and present, in a visual arts framework

Develop intellectual and practical skills, including:

- visual problem solving that employs technical skills and comprehension of art historical context with application for contemporary art work
- oral and written ability to think critically and analyze contemporary and historical works of art from multiple cultures
- general rules of visual literacy (two and three dimensional design principles, drawing from observation, color theory, digital and photographic technology, and ceramic methodologies)

Demonstrate personal and social responsibility, including:

- understanding forms and concepts associated with the history of art including western, non-western, modern and contemporary art
- developing constructive, organized studio work habits
- developing safe practices in the use of art materials and equipment
- communicating issues of critical thinking skills via the creation of artworks and participation in the formal critique process

Integrative Learning, including:

- producing a portfolio of artworks
- producing work for inclusion in the juried student art exhibition
- participating in the capstone practicum course
- having art works published in Under Construction, the literary art magazine

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Degree Information

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Completion of an A.F.A. degree fulfills the Goal Area 2 requirement of the Minnesota Transfer Curriculum (MnTC).

Developmental Coursework

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2. 3 credits from History and the Social and Behavioral Sciences (Goal Area 5): ANTH1010(3), ANTH1130(3), ECON1050(3), ECON1060(3), ECON1070(3), HIST1010(3), HIST1020(3), HIST1030(3), HIST1110(3), HIST1120(3), HIST1130(3), HIST1140(3), HIST1200(3), HIST1210(3), HIST1220(3), HIST1240(3), HIST1270(3), HIST1700(3), HIST1800(3), HIST2500(3), HIST2600(3), HIST2700(3), POLS1100(3), POLS1140(3), POLS1600(3), POLS1700(3), POLS2130(3), PSYC1110(3), PSYC1150(3), PSYC1165(3), PSYC1170(3), PSYC1210(3), PSYC1220(3), PSYC2320(3), PSYC2330(3), PSYC2340(3), PSYC2350(3), SOC1110(3), SOC1710(3), SOC1750(3), SOC2110(3), SOC2200(3), SOC2210(3), SOC2410(3), SOC2730(3)
3. 3 credits from People and the Environment (Goal Area 10): ANTH1020(3), ANTH1130(3), BIOL1030(4), BIOL1160(4), BIOL1200(4), BIOL1600(1), BIOL1610(1), CHEM1000(4), ENGL2340(3), GEOG1010(3), GEOL1010(2), GEOL1020(2), GEOL1030(2), GEOL1040(2), GEOL1120(4), GEOL1150(4), GEOL1160(4), GEOL1850(3), GEOL1851(1), INTD1030(3), NSCI1110(4), NSCI1120(4), PHIL1200(3), PHYS1120(4)

Cert: Web Graphic Design and Programming and e-Commerce

2013 - 2014

The Web Graphic Design and Programming and e-Commerce certificate is a broad-based introduction to designing and scripting small business marketing and commercial websites. Students learn the basic principles behind effective design and web programming, including uploading content to the Internet and the basics of e-commerce.

This certificate is for students who have programming skills and would like to gain creative design and e-Commerce skill, or for students who have creative graphic design/art skill and would like to gain skills in programming and e-Commerce, or for students who have business/e-Commerce skills and would like to gain skills in computer programming and creative design. Some courses are offered online.

This certificate is also a great entry point to begin an A.S. degree in Graphic Design, Computer Science, or Business Computer Systems and Management.

Program Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
ART1100	Creative Suite: Art, Design and the Web	2		
ART2560	Web Design/Graphics	3		
ART2570	Web Animation	3		
CSCI1020	Beginning Web Page Programming	1		
CSCI1030	Programming for Internet	3		
CIS1320	Web Tools	2		
1 course from BUS2310 or CIS2310:				
BUS2310	Introduction to E-Commerce <i>or</i>	3		
CIS2310	Introduction to E-Commerce	3		

Total Credits Required 17

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Certificates may be earned for successful completion of courses in a specialized program of study with a minimum grade point average of 2.00 (C). A certificate shall include 9 to 30 semester credits. At least one-third of the total credits required for each certificate must be completed at North Hennepin Community College.

Developmental Courses

Some students may need preparatory course(s) in the areas of Math and/or English. Courses numbered below 1000 will not apply toward a degree.

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Gainful Employment Program Information

[Web Graphic Design and Programming and e-Commerce](#)

Program Outcomes

- Use basic visual design principles in construction of small business websites.
- Use basic scripting practices in the construction of small business websites.
- Use basic marketing and business concepts in the construction of small business websites.

Accreditation

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1-800-621-7440

Career Opportunities

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Degree Information

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AS: Business Administration - Management Concentration 2013 - 2014

The Associate in Science degree in Business Administration is designed for students who are interested in pursuing a baccalaureate or a professional degree in business, marketing, education, or training, as well as students preparing for career entry positions. This business track transfers into selected upper division programs at a variety of 4-year institutions. Careers exist in the administration, management, marketing, sales, merchandising, or accounting departments of a business or organization. The courses from this program are delivered in the classroom and/or online.

Program Courses - Business Foundation Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
ACCT2111	Financial Accounting	4		
BUS1100	Introduction to Business and the American Economy	3		
BUS1110	Essential Employment Skills	3		
BUS1220	Effective Supervision	3		
BUS1600	Principles of Marketing	3		
CIS1101	Business Computer Systems I	3		

Subtotal 19

Program Courses - Management Concentration

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
ACCT2112	Managerial Accounting	4		
BUS1200	Principles of Management	3		
BUS1810	Entrepreneurship	4		

Subtotal 11

General Education

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
COMM1010	Fundamentals of Public Speaking	3		
ECON1060	Principles of Economics Macro	3		
ECON1070	Principles of Economics Micro	3		
ENGL1201	College Writing I	4		
ENGL1202	College Writing II	2		
3 credits from The Humanities and Fine Arts (Goal Area 6)¹				
3 credits from Natural Sciences or Mathematics/Logical Reasoning (Goal Area 3 or 4)²				
6 credits from additional MnTC Electives³				
1 course from PSYC1150 or SOC1110:				
PSYC1150	General Psychology <i>or</i>	3		
SOC1110	Introduction to Sociology	3		

Subtotal 30

Total Credits Required 60

Program Outcomes

- Formulate solutions to business problems using facts, logic, creativity, and values.
- Integrate the global, ethical and legal aspects of business.
- Demonstrate effective written, verbal and nonverbal communications skills in business situations.
- Access and evaluate information effectively.
- Operate effectively in diverse work environments.

Notes

Recommendations:

- Math 1130 - Elementary Statistics (Goal Area 4)

- Math 1150 - College Algebra or Math 1140 - Finite Math (Goal Area 4)
- Lab Science (Goal Area 3)
- Metropolitan State will require Math 1150 for Natural Science/Mathematics elective.

Program Accreditation

Accreditation Council for Business Schools and Programs, 11520 West 119th Street, Overland Park, KS 66123

Degree Information

The Associate of Science (A.S.) degree is intended for students whose primary goal is to complete the credentials for a specific career and/or prepare for transfer to complete a bachelor's degree at a college or university with whom North Hennepin Community College has an articulation agreement. The A.S. degree provides a balance of general education courses and the required scientific, professional or technical courses in the degree program.

A student shall:

- Earn a minimum of 60 semester credits as required in the program, with a grade point average of 2.00 (C) or above in courses taken at North Hennepin Community College. Specific programs may have additional requirements or a higher minimum grade point average.
- Earn a minimum of 20 semester credits at North Hennepin Community College. A student must complete at least 50% of career specific courses at North Hennepin Community College.
- Earn 30 credits in at least 6 Minnesota Transfer Curriculum (MnTC) goal areas.
- Earn 30 professional/technical credits.
- Have four years to complete the graduation requirements as published in the catalog in effect at the time of their initial enrollment. Students taking more than four years to complete their graduation requirements may follow any catalog published during the four-year period preceding their graduation.

Completion of an A.S. degree fulfills the Goal Area 2 requirement of the Minnesota Transfer Curriculum (MnTC).

Developmental Courses

Some students may need preparatory course(s) in the areas of Math and/or English. Courses numbered below 1000 will not apply toward a degree.

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1. 3 credits from The Humanities and Fine Arts (Goal Area 6): AMST1010(3), AMST1020(3), AMST2210(3), AMST2220(3), ARBC1030(3), ART1040(3), ART1101(3), ART1102(3), ART1160(3), ART1170(3), ART1270(3), ART1301(3), ART1302(3), ART1310(3), ART1320(3), ART1340(3), ART1341(3), ART1361(3), ART1362(3), ART1401(3), ART1402(3), ART1770(3), ART2180(3), ART2190(3), ART2300(2), ART2611(3), ART2612(3), ART2640(3), ART2740(1), ART2750(1), ART2780(1), ART2781(1), ART2782(1), ART2800(1), ART2820(1), ART2860(1), ART2900(1), ART2970(1), ENGL1150(3), ENGL1250(2), ENGL1400(3), ENGL1450(3), ENGL1900(3), ENGL1950(3), ENGL2010(3), ENGL2020(3), ENGL2030(3), ENGL2270(3), ENGL2310(3), ENGL2320(3), ENGL2330(3), ENGL2340(3), ENGL2350(3), ENGL2360(3), ENGL2370(3), ENGL2380(3), ENGL2390(3), ENGL2450(3), ENGL2460(3), ENGL2550(3), ENGL2560(3), ENGL2580(3), ENGL2950(3), GERM1030(3), INTD1030(3), MUSC1130(1), MUSC1160(1), MUSC1170(1), MUSC1200(3), MUSC1220(3),

AS: Business Administration - Marketing Concentration 2013 - 2014

The Associate in Science degree in Business Administration is designed for students who are interested in pursuing a baccalaureate or a professional degree in business, marketing, education, or training, as well as students preparing for career entry positions. This business track transfers into selected upper division programs at a variety of 4-year institutions. Careers exist in the administration, management, marketing, sales, merchandising, or accounting departments of a business or organization. The courses from this program are delivered in the classroom and/or online.

Program Courses - Business Foundation Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
ACCT2111	Financial Accounting	4		
BUS1100	Introduction to Business and the American Economy	3		
BUS1110	Essential Employment Skills	3		
BUS1220	Effective Supervision	3		
BUS1600	Principles of Marketing	3		
CIS1101	Business Computer Systems I	3		

Subtotal 19

Program Courses - Marketing Concentration

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
BUS1610	Consumer Behavior	4		
BUS1620	Advertising and Sales Promotion	3		
BUS1630	Professional Sales and Management	4		

Subtotal 11

General Education

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
COMM1010	Fundamentals of Public Speaking	3		
ECON1060	Principles of Economics Macro	3		
ECON1070	Principles of Economics Micro	3		
ENGL1201	College Writing I	4		
ENGL1202	College Writing II	2		
3 credits from The Humanities and Fine Arts (Goal Area 6)¹				
3 credits from Natural Sciences or Mathematics/Logical Reasoning (Goal Area 3 or 4)²				
6 credits from additional MnTC Electives³				
1 course from the following:				
PSYC1150	General Psychology <i>or</i>	3		
SOC1110	Introduction to Sociology	3		

Subtotal 30

Total Credits Required 60

Program Outcomes

- Formulate solutions to business problems using facts, logic, creativity, and values.
- Integrate the global, ethical and legal aspects of business.
- Demonstrate effective written, verbal and nonverbal communications skills in business situations.
- Access and evaluate information effectively.
- Operate effectively in diverse work environments.

Program Accreditation

Accreditation Council for Business Schools and Programs, 11520 West 119th Street, Overland Park, KS 66123

Notes

Recommendations:

- Math 1130 - Elementary Statistics (Goal Area 4)
- Math 1150 - College Algebra or Math 1140 - Finite Math (Goal Area 4)
- Lab Science (Goal Area 3)
- Metropolitan State will require Math 1150 for Natural Science/Mathematics elective.

Degree Information

The Associate of Science (A.S.) degree is intended for students whose primary goal is to complete the credentials for a specific career and/or prepare for transfer to complete a bachelor's degree at a college or university with whom North Hennepin Community College has an articulation agreement. The A.S. degree provides a balance of general education courses and the required scientific, professional or technical courses in the degree program.

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- Earn 30 credits in at least 6 Minnesota Transfer Curriculum (MnTC) goal areas.
- Earn 30 professional/technical credits.
- Have four years to complete the graduation requirements as published in the catalog in effect at the time of their initial enrollment. Students taking more than four years to complete their graduation requirements may follow any catalog published during the four-year period preceding their graduation.

Completion of an A.S. degree fulfills the Goal Area 2 requirement of the Minnesota Transfer Curriculum (MnTC).

Developmental Courses

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AS: Business Computer Systems and Management 2013 - 2014

The Associate of Science Degree in Business Computer Systems & Management is designed for students who after completion of this degree are interested in continued study in a baccalaureate degree program in a related field as well as for students who are interested in careers in computers, management, business, education, or training. This degree is also meant for students who wish to enhance their computer and management knowledge in today's business world to help further their career. Students should consult an advisor/counselor for transfer opportunities to various Minnesota colleges. The courses from this program are delivered in the classroom and/or online.

Program Courses - Business Foundation Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
CIS1101	Business Computer Systems I	3		
BUS1200	Principles of Management	3		
CIS1310	The Whole Internet	3		
BUS1210	Managerial Communication	3		
ACCT2111	Financial Accounting	4		
CIS1220	Decision Making Excel	3		

Subtotal 19

Program Courses - Computer Information System Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
11 credits minimum from the following:				
ACCT2112	Managerial Accounting <i>or</i>	4		
BUS1100	Introduction to Business and the American Economy <i>or</i>	3		
BUS1230	Leadership and Teamwork <i>or</i>	3		
BUS1300	Legal Environment of Business <i>or</i>	3		
BUS1600	Principles of Marketing <i>or</i>	3		
BUS2010	Internship Business <i>or</i>	3		
CIS1000	Electronic Keyboarding Communications <i>or</i>	3		
CIS1102	Business Computer Systems II <i>or</i>	3		
CIS1200	Word Processing <i>or</i>	3		
CIS1210	Desktop Publishing <i>or</i>	3		
CIS1230	Business Presentations: PowerPoint <i>or</i>	3		
CIS1240	Information Management: Access <i>or</i>	3		
CIS1250	Photoshop Essentials for Business <i>or</i>	3		
CIS1320	Web Tools <i>or</i>	2		
CIS1400	Windows/Operating Systems <i>or</i>	3		
CIS1990	Topic: <i>or</i>	1		
CIS2310	Introduction to E-Commerce	3		

Subtotal 11

General Education Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
ENGL1201	College Writing I	4		
COMM1010	Fundamentals of Public Speaking	3		
1 course from PSYC1150 or SOC1110:				
PSYC1150	General Psychology <i>or</i>	3		
SOC1110	Introduction to Sociology	3		
ENGL1202	College Writing II	2		
ECON1060	Principles of Economics Macro	3		
ECON1070	Principles of Economics Micro	3		

Subtotal 18

MnTC Electives

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
3 credits from The Humanities and Fine Arts (Goal Area 6)¹				
3 credits from Natural Sciences or Mathematics/Logical Reasoning (Goal Area 3 or 4)²				
6 credits from additional MnTC Electives³				

Subtotal 12

Total Credits Required 60

Program Outcomes

Knowledge of Human Cultures and the Physical and Natural World, focused by:

- An emphasis in effective use of up-to-date technology and computer applications
- Engagement of application technology in problem solving and decision making

Intellectual and Practical Skills, focused by:

- Critical thinking, problem solving and decision making, through extensive practice of progressively more challenging problems, projects, and standards of performance across the program's curriculum.
- Formulating solutions to problems using facts, logic, creativity, and values.
- Accessing and evaluating information effectively.
- Demonstrated achievement through the practice of knowledge, skills, and responsibilities applied to new settings and complex problems, including business simulations, internships, and hands-on experiences
- Effective written, verbal and nonverbal communications skills in organizations
- Application of math and logic to decision making by: assessing financial data, assessing economic data, solving mathematical problems related to business operations and devising solutions using creative problem solving skills

Personal and Social Responsibility and Engagement, focused by:

- Operating effectively as a member of a team solving diverse and complex problems
- Applying effective human relations skills to organizational situations
- Operate effectively in diverse work environments
- Integrating the global, ethical and legal aspects of problem solving needed in organizational situations
- Demonstrating leadership and accountability for results
- Interacting and collaborating across cultures in organizations
- Exhibiting ethical citizenship

Integrative and Applied Learning, including:

- Formulating solutions to problems using technical skills, facts, logic, creative and critical problem solving skills
- Determining the interrelationships of the operations, administration, marketing and financing functions of organizations

Upon completion of the program the student will be prepared to transfer to a baccalaureate program.

Consult with an advisor for further information.

Program Accreditation

Accreditation Council for Business Schools and Programs, 11520 West 119th Street, Overland Park, KS 66123

Degree Information

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- 3 credits from The Humanities and Fine Arts (Goal Area 6): AMST1010(3), AMST1020(3), AMST2210(3), AMST2220(3), ARBC1030(3), ART1040(3), ART1101(3), ART1102(3), ART1160(3), ART1170(3), ART1270(3), ART1301(3), ART1302(3), ART1310(3), ART1320(3), ART1340(3), ART1341(3), ART1361(3), ART1362(3), ART1401(3), ART1402(3), ART1770(3), ART2180(3), ART2190(3), ART2300(2), ART2611(3), ART2612(3), ART2640(3), ART2740(1), ART2750(1), ART2780(1), ART2781(1), ART2782(1), ART2800(1), ART2820(1), ART2860(1), ART2900(1), ART2970(1), ENGL1150(3), ENGL1250(2), ENGL1400(3), ENGL1450(3), ENGL1900(3), ENGL1950(3), ENGL2010(3), ENGL2020(3), ENGL2030(3), ENGL2270(3), ENGL2310(3), ENGL2320(3), ENGL2330(3), ENGL2340(3), ENGL2350(3), ENGL2360(3), ENGL2370(3), ENGL2380(3), ENGL2390(3), ENGL2450(3), ENGL2460(3), ENGL2550(3), ENGL2560(3), ENGL2580(3), ENGL2950(3), GERM1030(3), INTD1030(3), MUSC1130(1), MUSC1160(1), MUSC1170(1), MUSC1200(3), MUSC1220(3), MUSC1241(3), MUSC1242(3), MUSC1300(3), MUSC1320(1), MUSC1350(3), MUSC1500(2), MUSC1501(2), MUSC1502(2), MUSC1510(1), MUSC1560(1), MUSC1600(2), MUSC1610(1), MUSC1800(2), MUSC1801(2), MUSC1802(2), MUSC1810(1), MUSC1870(1), MUSC2010(2), MUSC2170(3), MUSC2180(3), MUSC2241(3), MUSC2242(3), MUSC2970(1), PHIL1010(3), PHIL1020(3), PHIL1030(3), PHIL1040(3), PHIL1060(3), SPAN1030(3), TFT1200(3), TFT1210(3), TFT1250(3), TFT1260(3), TFT1270(3), TFT1280(3), TFT1310(3), TFT1320(3), TFT1350(3), TFT1500(3), TFT1510(3), TFT1520(3), TFT1531(3), TFT1532(3), TFT1540(3), TFT1600(1), TFT1610(1), TFT2010(3), TFT2950(1)
- 3 credits from Natural Sciences or Mathematics/Logical Reasoning (Goal Area 3 or 4): ANTH1020(3), BIOL1000(4), BIOL1001(4), BIOL1002(4), BIOL1030(4), BIOL1101(4), BIOL1102(4), BIOL1120(3), BIOL1130(4), BIOL1160(4), BIOL1200(4), BIOL1350(3), BIOL1360(4), BIOL1610(1), BIOL1650(1), BIOL2020(4), BIOL2030(4), BIOL2100(4), BIOL2111(4), BIOL2112(4), CHEM1000(4), CHEM1010(4), CHEM1030(4), CHEM1061(4), CHEM1062(4), GEOG1010(3), GEOL1010(2), GEOL1020(2), GEOL1030(2), GEOL1040(2), GEOL1110(4), GEOL1120(4), GEOL1130(4), GEOL1150(4), GEOL1160(4), GEOL1850(3), GEOL1851(1), MATH1010(3), MATH1080(3), MATH1130(3), MATH1140(3), MATH1150(3), MATH1160(4), MATH1170(4), MATH1180(5), MATH1190(5), MATH1200(3), MATH1221(5), MATH1222(5), MATH2010(3), MATH2220(5), MATH2300(3), MATH2400(3), NSCI1000(4), NSCI1010(1), NSCI1020(1), NSCI1030(1), NSCI1050(4), NSCI1060(3), NSCI1061(1), NSCI1070(3), NSCI1071(1), NSCI1110(4), NSCI1120(4), PHIL1050(3), PHYS1000(4), PHYS1030(4), PHYS1050(4), PHYS1060(3), PHYS1061(1), PHYS1070(3), PHYS1120(4), PHYS1140(3), PHYS1201(5), PHYS1202(5), PHYS1400(3), PHYS1410(1), PHYS1450(3), PHYS1460(1), PHYS1601(5), PHYS1602(5)
- 6 credits from additional MnTC Electives: AMST1010(3), AMST1020(3), AMST2210(3), AMST2220(3), ANTH1010(3), ANTH1020(3), ANTH1130(3), ARBC1030(3), ARBC1101(4), ARBC1102(4), ARBC2201(4), ART1040(3), ART1101(3), ART1102(3), ART1160(3), ART1170(3), ART1270(3), ART1301(3), ART1302(3), ART1310(3), ART1320(3), ART1340(3), ART1341(3), ART1361(3), ART1362(3), ART1401(3), ART1402(3), ART1770(3), ART2180(3), ART2190(3), ART2300(2), ART2611(3), ART2612(3), ART2640(3), ART2740(1), ART2750(1), ART2780(1), ART2781(1), ART2782(1), ART2800(1), ART2820(1), ART2860(1), ART2900(1), ART2970(1), ASL1101(4), ASL1102(4), ASL1300(3), ASL2201(4), ASL2202(4), BIOL1000(4), BIOL1001(4), BIOL1002(4), BIOL1030(4), BIOL1101(4), BIOL1102(4), BIOL1120(3), BIOL1130(4), BIOL1160(4), BIOL1200(4), BIOL1350(3), BIOL1360(4), BIOL1600(1), BIOL1610(1), BIOL1650(1), BIOL2020(4), BIOL2030(4), BIOL2100(4), BIOL2111(4), BIOL2112(4), CHEM1000(4), CHEM1010(4), CHEM1030(4), CHEM1061(4), CHEM1062(4), COMM1010(3), COMM1110(3), COMM1210(3), COMM1310(3), COMM1410(3), COMM1510(3), COMM1610(3), COMM1710(3), ECON1050(3), ECON1060(3), ECON1070(3), ENGL1111(3), ENGL1112(3), ENGL1140(3), ENGL1150(3), ENGL1201(4), ENGL1202(2), ENGL1250(2), ENGL1400(3), ENGL1450(3), ENGL1900(3), ENGL1950(3), ENGL2010(3), ENGL2020(3), ENGL2030(3), ENGL2270(3), ENGL2310(3), ENGL2320(3), ENGL2330(3), ENGL2340(3), ENGL2350(3), ENGL2360(3), ENGL2370(3), ENGL2380(3), ENGL2390(3), ENGL2450(3), ENGL2460(3), ENGL2550(3), ENGL2560(3), ENGL2580(3), ENGL2590(3), ENGL2950(3), GEOG1000(2), GEOG1010(3), GEOG1040(3), GEOG1100(3), GEOG1120(2), GEOL1010(2), GEOL1020(2), GEOL1030(2), GEOL1040(2), GEOL1110(4), GEOL1120(4), GEOL1130(4), GEOL1150(4), GEOL1160(4), GEOL1850(3), GEOL1851(1), GERM1030(3), HIST1010(3), HIST1020(3), HIST1030(3), HIST1110(3), HIST1120(3), HIST1130(3), HIST1140(3), HIST1200(3),

HIST1210(3), HIST1220(3), HIST1240(3), HIST1270(3), HIST1700(3), HIST1800(3), HIST2500(3), HIST2600(3), HIST2700(3), INTD1030(3), INTD1040(3), INTD1210(3), INTD1211(3), MATH1010(3), MATH1080(3), MATH1130(3), MATH1140(3), MATH1150(3), MATH1160(4), MATH1170(4), MATH1180(5), MATH1190(5), MATH1200(3), MATH1221(5), MATH1222(5), MATH2010(3), MATH2220(5), MATH2300(3), MATH2400(3), MUSC1130(1), MUSC1160(1), MUSC1170(1), MUSC1200(3), MUSC1220(3), MUSC1241(3), MUSC1242(3), MUSC1300(3), MUSC1320(1), MUSC1350(3), MUSC1500(2), MUSC1501(2), MUSC1502(2), MUSC1510(1), MUSC1560(1), MUSC1600(2), MUSC1610(1), MUSC1800(2), MUSC1801(2), MUSC1802(2), MUSC1810(1), MUSC1870(1), MUSC2010(2), MUSC2170(3), MUSC2180(3), MUSC2241(3), MUSC2242(3), MUSC2970(1), NSCI1000(4), NSCI1010(1), NSCI1020(1), NSCI1030(1), NSCI1050(4), NSCI1060(3), NSCI1061(1), NSCI1070(3), NSCI1071(1), NSCI1110(4), NSCI1120(4), PHIL1010(3), PHIL1020(3), PHIL1030(3), PHIL1040(3), PHIL1050(3), PHIL1060(3), PHIL1070(3), PHIL1110(3), PHIL1200(3), PHIL1210(3), PHYS1000(4), PHYS1030(4), PHYS1050(4), PHYS1060(3), PHYS1061(1), PHYS1070(3), PHYS1120(4), PHYS1140(3), PHYS1201(5), PHYS1202(5), PHYS1400(3), PHYS1410(1), PHYS1450(3), PHYS1460(1), PHYS1601(5), PHYS1602(5), POLS1100(3), POLS1140(3), POLS1600(3), POLS1700(3), POLS2130(3), PSYC1110(3), PSYC1150(3), PSYC1165(3), PSYC1170(3), PSYC1210(3), PSYC1220(3), PSYC2320(3), PSYC2330(3), PSYC2340(3), PSYC2350(3), SOC1110(3), SOC1130(3), SOC1710(3), SOC1750(3), SOC2110(3), SOC2200(3), SOC2210(3), SOC2410(3), SOC2730(3), SPAN1030(3), SPAN1101(5), SPAN1102(5), SPAN2201(5), SPAN2202(5), TFT1200(3), TFT1210(3), TFT1250(3), TFT1260(3), TFT1270(3), TFT1280(3), TFT1310(3), TFT1320(3), TFT1350(3), TFT1500(3), TFT1510(3), TFT1520(3), TFT1531(3), TFT1532(3), TFT1540(3), TFT1600(1), TFT1610(1), TFT1710(3), TFT2010(3), TFT2950(1)

AAS: Business Computer Systems and Management 2013 - 2014

The Business Computer Systems and Management program is designed for students interested in a business management background with an opportunity to concentrate on utilizing the computer in managerial decision making. The program incorporates the latest computer technology and software programs. The courses from this program are delivered in the classroom and/or online.

Program Courses - Business Foundation Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
ACCT2111	Financial Accounting	4		
BUS1200	Principles of Management	3		
BUS1210	Managerial Communication	3		
BUS1230	Leadership and Teamwork	3		
CIS1101	Business Computer Systems I	3		
CIS1102	Business Computer Systems II	3		
CIS1220	Decision Making Excel	3		
CIS1310	The Whole Internet	3		

Subtotal 25

Program Electives - Computer Information Systems

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
15 credits minimum from the following:				
ACCT2112	Managerial Accounting <i>or</i>	4		
BUS1100	Introduction to Business and the American Economy <i>or</i>	3		
BUS1300	Legal Environment of Business <i>or</i>	3		
BUS1600	Principles of Marketing <i>or</i>	3		
BUS2010	Internship Business <i>or</i>	3		
BUS2310	Introduction to E-Commerce <i>or</i>	3		
CIS1000	Electronic Keyboarding Communications <i>or</i>	3		
CIS1102	Business Computer Systems II <i>or</i>	3		
CIS1200	Word Processing <i>or</i>	3		
CIS1210	Desktop Publishing <i>or</i>	3		
CIS1230	Business Presentations: PowerPoint <i>or</i>	3		
CIS1240	Information Management: Access <i>or</i>	3		
CIS1250	Photoshop Essentials for Business <i>or</i>	3		
CIS1400	Windows/Operating Systems <i>or</i>	3		
CIS1990	Topic: <i>or</i>	1		
CIS2310	Introduction to E-Commerce <i>or</i>	3		
CIS2400	Introduction to Computer Networking	3		

Subtotal 15

General Education Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
ENGL1201	College Writing I	4		
ECON1070	Principles of Economics Micro	3		
ENGL1202	College Writing II	2		
COMM1010	Fundamentals of Public Speaking	3		

Subtotal 12

MnTC Electives

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
8 credits from at least 3 of the 10 MnTC Goal Areas¹				

Subtotal 8

Total Credit Required 60

Program Outcomes

Knowledge of Human Cultures and the Physical and Natural World, focused by:

- An emphasis in effective use of up-to-date technology and computer applications
- Engagement of application technology in problem solving and decision making

Intellectual and Practical Skills, focused by:

- Critical thinking, problem solving and decision making, through extensive practice of progressively more challenging problems, projects, and standards of performance across the program's curriculum.
- Formulating solutions to problems using facts, logic, creativity, and values.
- Accessing and evaluating information effectively.
- Demonstrated achievement through the practice of knowledge, skills, and responsibilities applied to new settings and complex problems, including business simulations, internships, and hands-on experiences
- Effective written, verbal and nonverbal communications skills in organizations
- Application of math and logic to decision making by: assessing economic data, solving mathematical problems related to business operations and devising solutions using creative problem solving skills

Personal and Social Responsibility and Engagement, focused by:

- Operating effectively as a member of a team solving diverse and complex problems
- Applying effective human relations skills to organizational situations
- Operate effectively in diverse work environments
- Integrating the global, ethical and legal aspects of problem solving needed in organizational situations
- Demonstrating leadership and accountability for results
- Interacting and collaborating across cultures in organizations
- Exhibiting ethical citizenship

Integrative and Applied Learning, including:

- Formulating solutions to problems using technical skills, facts, logic, creative and critical problem solving skills
- Determining the interrelationships of the operations, administration, marketing and financing functions of organizations

Upon completion of the program the student will be prepared for entry level work in the business, computer, or management field.

Courses in this degree may transfer to four-year colleges. Consult with an advisor for further information.

Program Accreditation

Accreditation Council for Business Schools and Programs, 11520 West 119th Street, Overland Park, KS 66123

Transfer Information

If you are planning on transferring to another institution, follow the guidelines available on our transfer resources web page to help you plan the process: [Transfer Information](#)

Career Opportunities

Information on careers, including salary and employment outlook data, is available on the [iseek](http://www.iseek.org) and Bureau of Labor Statistics websites: www.iseek.org and www.bls.gov.

Accreditation

North Hennepin Community College is accredited by the:
Higher Learning Commission of the North Central Association of Colleges and Schools
30 N. LaSalle Street, Suite 2400
Chicago, IL 60602-2504
1-800-621-7440

Degree Information

The Associate in Applied Science (A.A.S.) degree is intended for those students who plan to use the competence gained through their degree for immediate employment or enhancing current career skills. The A.A.S. degree includes a minimum of 20 semester credits in general education selected from at least three of the ten goal areas of the Minnesota Transfer Curriculum (MnTC). The MnTC courses within the A.A.S. programs transfer to any Minnesota State College or University. Many of the A.A.S. degree programs have articulation agreements with four-year institutions for transfer of the program.

A student shall:

- Earn a minimum of 60-71 semester credits as required in the program with a grade point average of 2.00 (C) or above in courses taken at North Hennepin Community College. Specific programs may have additional requirements or a higher minimum grade point average.
- Earn a minimum of 20 semester credits at North Hennepin Community College.
- Earn 20 credits in at least 3 MnTC goal areas

Completion of an A.A.S. degree fulfills the Goal Area 2 requirement of the Minnesota Transfer Curriculum (MnTC).

Developmental Courses

Some students may need preparatory course(s) in the areas of Math and/or English. Courses numbered below 1000 will not apply toward a degree.

Equal Opportunity Employer and Disability Access Information

North Hennepin Community College is a member of Minnesota State Colleges and Universities system and an equal opportunity employer and educator. This document is available in alternative formats to individuals with disabilities by calling 763-493-0555 or through the Minnesota Relay Service at 1-800-627-3529.

1. 8 credits from at least 3 of the 10 MnTC Goal Areas: AMST1010(3), AMST1020(3), AMST2210(3), AMST2220(3), ANTH1010(3), ANTH1020(3), ANTH1130(3), ARBC1030(3), ARBC1101(4), ARBC1102(4), ARBC2201(4), ART1040(3), ART1101(3), ART1102(3), ART1160(3), ART1170(3), ART1270(3), ART1301(3), ART1302(3), ART1310(3), ART1320(3), ART1340(3), ART1341(3), ART1361(3), ART1362(3), ART1401(3), ART1402(3), ART1770(3), ART2180(3), ART2190(3), ART2300(2), ART2611(3), ART2612(3), ART2640(3), ART2740(1), ART2750(1), ART2780(1), ART2781(1), ART2782(1), ART2800(1), ART2820(1), ART2860(1), ART2900(1), ART2970(1), ASL1101(4), ASL1102(4), ASL1300(3), ASL2201(4), ASL2202(4), BIOL1000(4), BIOL1001(4), BIOL1002(4), BIOL1030(4), BIOL1101(4), BIOL1102(4), BIOL1120(3), BIOL1130(4), BIOL1160(4), BIOL1200(4), BIOL1350(3), BIOL1360(4), BIOL1600(1), BIOL1610(1), BIOL1650(1), BIOL2020(4), BIOL2030(4), BIOL2100(4), BIOL2111(4), BIOL2112(4), CHEM1000(4), CHEM1010(4), CHEM1030(4), CHEM1061(4), CHEM1062(4), COMM1310(3), COMM1510(3), COMM1610(3), COMM1710(3), ECON1050(3), ECON1060(3), ECON1070(3), ENGL1150(3), ENGL1250(2), ENGL1400(3), ENGL1450(3), ENGL1900(3), ENGL1950(3), ENGL2010(3), ENGL2020(3), ENGL2030(3), ENGL2270(3), ENGL2310(3), ENGL2320(3), ENGL2330(3), ENGL2340(3), ENGL2350(3), ENGL2360(3), ENGL2370(3), ENGL2380(3), ENGL2390(3), ENGL2450(3), ENGL2460(3), ENGL2550(3), ENGL2560(3), ENGL2580(3), ENGL2590(3), ENGL2950(3), GEOG1000(2), GEOG1010(3), GEOG1040(3), GEOG1100(3), GEOG1120(2), GEOL1010(2), GEOL1020(2), GEOL1030(2), GEOL1040(2), GEOL1110(4), GEOL1120(4), GEOL1130(4), GEOL1150(4), GEOL1160(4), GEOL1850(3), GEOL1851(1), GERM1030(3), HIST1010(3), HIST1020(3), HIST1030(3), HIST1110(3), HIST1120(3), HIST1130(3), HIST1140(3), HIST1200(3), HIST1210(3), HIST1220(3), HIST1240(3), HIST1270(3), HIST1700(3), HIST1800(3), HIST2500(3), HIST2600(3), HIST2700(3), INTD1030(3), INTD1040(3), INTD1210(3), INTD1211(3), MATH1010(3), MATH1080(3), MATH1130(3), MATH1140(3), MATH1150(3), MATH1160(4), MATH1170(4), MATH1180(5), MATH1190(5), MATH1200(3), MATH1221(5), MATH1222(5), MATH2010(3), MATH2220(5), MATH2300(3), MATH2400(3), MUSC1130(1), MUSC1160(1), MUSC1170(1), MUSC1200(3), MUSC1220(3), MUSC1241(3), MUSC1242(3), MUSC1300(3), MUSC1320(1), MUSC1350(3), MUSC1500(2), MUSC1501(2), MUSC1502(2), MUSC1510(1), MUSC1560(1), MUSC1600(2), MUSC1610(1), MUSC1800(2), MUSC1801(2), MUSC1802(2), MUSC1810(1), MUSC1870(1), MUSC2010(2), MUSC2170(3), MUSC2180(3), MUSC2241(3), MUSC2242(3), MUSC2970(1), NSCI1000(4), NSCI1010(1), NSCI1020(1), NSCI1030(1), NSCI1050(4), NSCI1060(3), NSCI1061(1), NSCI1070(3), NSCI1071(1), NSCI1110(4), NSCI1120(4), PHIL1010(3), PHIL1020(3), PHIL1030(3), PHIL1040(3), PHIL1050(3), PHIL1060(3), PHIL1070(3), PHIL1110(3), PHIL1200(3), PHIL1210(3), PHYS1000(4), PHYS1030(4), PHYS1050(4), PHYS1060(3), PHYS1061(1), PHYS1070(3), PHYS1120(4), PHYS1140(3), PHYS1201(5), PHYS1202(5), PHYS1400(3), PHYS1410(1), PHYS1450(3), PHYS1460(1), PHYS1601(5), PHYS1602(5), POLS1100(3), POLS1140(3), POLS1600(3), POLS1700(3), POLS2130(3), PSYC1110(3), PSYC1150(3), PSYC1165(3), PSYC1170(3), PSYC1210(3), PSYC1220(3), PSYC2320(3), PSYC2330(3), PSYC2340(3), PSYC2350(3), SOC1110(3), SOC1130(3), SOC1710(3), SOC1750(3), SOC2110(3), SOC2200(3), SOC2210(3), SOC2410(3), SOC2730(3), SPAN1030(3), SPAN1101(5), SPAN1102(5), SPAN2201(5), SPAN2202(5), TFT1200(3), TFT1210(3), TFT1250(3), TFT1260(3), TFT1270(3), TFT1280(3), TFT1310(3), TFT1320(3), TFT1350(3), TFT1500(3), TFT1510(3), TFT1520(3), TFT1531(3), TFT1532(3), TFT1540(3), TFT1600(1), TFT1610(1), TFT1710(3), TFT2010(3), TFT2950(1)

AAS: Entrepreneurship 2013 - 2014

The Entrepreneurship program major is designed for students interested in managing or buying a small business or franchise, and for students interested in starting a new business. The courses from this program are delivered in the classroom and/or online.

Program Courses - Business Foundation Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
ACCT2111	Financial Accounting	4		
BUS1100	Introduction to Business and the American Economy	3		
BUS1110	Essential Employment Skills	3		
BUS1220	Effective Supervision	3		
BUS1600	Principles of Marketing	3		
CIS1101	Business Computer Systems I	3		

Subtotal 19

Program Courses - Entrepreneurship Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
ACCT2112	Managerial Accounting	4		
BUS1200	Principles of Management	3		
BUS1300	Legal Environment of Business	3		
BUS1410	Introduction to Business Finance	3		
BUS1610	Consumer Behavior	4		
BUS1810	Entrepreneurship	4		

Subtotal 21

General Education Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
COMM1010	Fundamentals of Public Speaking	3		
ECON1060	Principles of Economics Macro	3		
ECON1070	Principles of Economics Micro	3		
ENGL1201	College Writing I	4		
ENGL1202	College Writing II	2		

Subtotal 15

MnTC Electives

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
5 credits from at least 2 of the 10 MnTC Goal Areas¹				

Subtotal 5

Total Credits Required 60

Program Outcomes

- Assess financial data
- Gain knowledge of the context, concepts and process of entrepreneurship
- Apply central entrepreneurial concepts
- Be better able to recognize entrepreneurial opportunities
- Be able to determine the viability or feasibility of a new business concept
- Reflect on personal goals and the realization of these goals in the professional field
- Develop a business model and business plan
- Develop the ability to critique a business plan
- Apply methods to plan and execute essential activities in entrepreneurial companies
- Apply general managerial methods and creativity to support decision making

Notes

Class Recommendations:

- Math 1130 - Elementary Statistics (Goal Area 4)
- Math 1150 - College Algebra or Math 1140- Finite Math (Goal Area 4)
- Lab Science (Goal Area 3)

Program Accreditation

Accreditation Council for Business Schools and Programs, 11520 West 119th Street, Overland Park, KS 66123

Transfer Information

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1-800-621-7440

Degree Information

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A student shall:

- Earn a minimum of 60-71 semester credits as required in the program with a grade point average of 2.00 (C) or above in courses taken at North Hennepin Community College. Specific programs may have additional requirements or a higher minimum grade point average.
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- Earn 20 credits in at least 3 MnTC goal areas

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Developmental Courses

Some students may need preparatory course(s) in the areas of Math and/or English. Courses numbered below 1000 will not apply toward a degree.

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1. 5 credits from at least 2 of the 10 MnTC Goal Areas: AMST1010(3), AMST1020(3), AMST2210(3), AMST2220(3), ANTH1010(3), ANTH1020(3), ANTH1130(3), ARBC1030(3), ARBC1101(4), ARBC1102(4), ARBC2201(4), ART1040(3), ART1101(3), ART1102(3), ART1160(3), ART1170(3), ART1270(3), ART1301(3), ART1302(3), ART1310(3), ART1320(3), ART1340(3), ART1341(3), ART1361(3), ART1362(3), ART1401(3), ART1402(3), ART1770(3), ART2180(3), ART2190(3), ART2300(2), ART2611(3), ART2612(3), ART2640(3), ART2740(1), ART2750(1), ART2780(1), ART2781(1), ART2782(1), ART2800(1), ART2820(1), ART2860(1), ART2900(1), ART2970(1), ASL1101(4), ASL1102(4), ASL1300(3), ASL2201(4), ASL2202(4), BIOL1000(4), BIOL1001(4), BIOL1002(4), BIOL1030(4), BIOL1101(4), BIOL1102(4), BIOL1120(3), BIOL1130(4), BIOL1160(4), BIOL1200(4), BIOL1350(3), BIOL1360(4), BIOL1600(1), BIOL1610(1), BIOL1650(1), BIOL2020(4), BIOL2030(4), BIOL2100(4), BIOL2111(4), BIOL2112(4), CHEM1000(4), CHEM1010(4), CHEM1030(4), CHEM1061(4), CHEM1062(4), COMM1010(3), COMM1110(3), COMM1210(3), COMM1310(3), COMM1410(3), COMM1510(3), COMM1610(3), COMM1710(3), ECON1050(3), ECON1060(3), ECON1070(3), ENGL1111(3), ENGL1112(3),

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AAS: Finance Management 2013 - 2014

The Finance Management program major provides a background for entry positions in financial occupations. It includes courses in business and personal finance, credit and collections, and investments as well as general business and management courses. The courses from this program are delivered in the classroom and/or online.

Program Courses - Business Foundation Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
ACCT2111	Financial Accounting	4		
BUS1100	Introduction to Business and the American Economy	3		
BUS1110	Essential Employment Skills	3		
BUS1220	Effective Supervision	3		
BUS1600	Principles of Marketing	3		
CIS1101	Business Computer Systems I	3		

Subtotal 19

Program Courses - Finance Specialty Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
BUS1400	Business Mathematics	3		
BUS1410	Introduction to Business Finance	3		
BUS1430	Financial Statement Analysis	2		
BUS1440	Personal Financial Planning	3		
BUS1450	Investments	3		
BUS1810	Entrepreneurship	4		
CIS1220	Decision Making Excel	3		

Subtotal 21

General Education Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
COMM1010	Fundamentals of Public Speaking	3		
ECON1060	Principles of Economics Macro	3		
ECON1070	Principles of Economics Micro	3		
ENGL1201	College Writing I	4		
ENGL1202	College Writing II	2		

Subtotal 15

MnTC Electives

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
5 credits from at least 2 of the 10 MnTC Goal Areas¹				

Subtotal 5

Total Credits Required 60

Program Outcomes

- Understand how to assess financial data
- Formulate solutions to business problems using facts, logic, creativity, and values
- Integrate the global, ethical, and legal aspects of business
- Determine the opportunity cost of making decisions
- Identify those factors that affect interest rates
- Understand how financial statements are used by business
- Understand the purpose of and process of financial statement analysis
- Analyze the relationships that exist between the several categories of ratios in determining the health of a business
- Understand the general concept of working capital management
- Calculate the future value and present value factors that are used to solve time value of many problems
- Understand how companies make capital budget decisions

- Apply knowledge gained to assess financial risks of both individual and business decisions

Program Accreditation

Accreditation Council for Business Schools and Programs, 11520 West 119th Street, Overland Park, KS 66123

Transfer Information

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Career Opportunities

Information on careers, including salary and employment outlook data, is available on the iseek and Bureau of Labor Statistics websites: www.iseek.org and www.bls.gov.

Accreditation

North Hennepin Community College is accredited by the:
Higher Learning Commission of the North Central Association of Colleges and Schools
30 N. LaSalle Street, Suite 2400
Chicago, IL 60602-2504
1-800-621-7440

Degree Information

The Associate in Applied Science (A.A.S.) degree is intended for those students who plan to use the competence gained through their degree for immediate employment or enhancing current career skills. The A.A.S. degree includes a minimum of 20 semester credits in general education selected from at least three of the ten goal areas of the Minnesota Transfer Curriculum (MnTC). The MnTC courses within the A.A.S. programs transfer to any Minnesota State College or University. Many of the A.A.S. degree programs have articulation agreements with four-year institutions for transfer of the program.

A student shall:

- Earn a minimum of 60-71 semester credits as required in the program with a grade point average of 2.00 (C) or above in courses taken at North Hennepin Community College. Specific programs may have additional requirements or a higher minimum grade point average.
- Earn a minimum of 20 semester credits at North Hennepin Community College.
- Earn 20 credits in at least 3 MnTC goal areas

Completion of an A.A.S. degree fulfills the Goal Area 2 requirement of the Minnesota Transfer Curriculum (MnTC).

Developmental Courses

Some students may need preparatory course(s) in the areas of Math and/or English. Courses numbered below 1000 will not apply toward a degree.

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AAS: Management 2013 - 2014

The Management A.A.S. is designed for students wanting a diversified business background with an opportunity to concentrate on specialized functions of management. Courses are delivered in the classroom and/or online. This certificate qualifies for the Workforce Investment Act.

Program Courses - Business Foundation Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
ACCT2111	Financial Accounting	4		
BUS1100	Introduction to Business and the American Economy	3		
BUS1110	Essential Employment Skills	3		
BUS1220	Effective Supervision	3		
BUS1600	Principles of Marketing	3		
CIS1101	Business Computer Systems I	3		

Subtotal 19

Program Courses - Management Specialty Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
ACCT2112	Managerial Accounting	4		
BUS1200	Principles of Management	3		
BUS1300	Legal Environment of Business	3		
BUS1510	Operations Management	3		
BUS1630	Professional Sales and Management	4		
BUS1810	Entrepreneurship	4		

Subtotal 21

General Education Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
COMM1010	Fundamentals of Public Speaking	3		
ECON1060	Principles of Economics Macro	3		
ECON1070	Principles of Economics Micro	3		
ENGL1201	College Writing I	4		
ENGL1202	College Writing II	2		

Subtotal 15

MnTC Electives

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
5 credits from at least 2 of the 10 MnTC Goal Areas¹				

Subtotal 5

Total Credits Required 60

Program Accreditation

Accreditation Council for Business Schools and Programs, 11520 West 119th Street, Overland Park, KS 66123

Program Outcomes

- Access and evaluate information effectively
- Make effective decisions using critical thinking skills
- Improve operations of an organization
- Communicate and work well in diverse environments
- Supervise teams and departments
- Interview effectively for results
- Build teamwork to increase effectiveness

Transfer Information

If you are planning on transferring to another institution, follow the guidelines available on our transfer resources web page to help you plan the process: [Transfer Information](#)

Career Opportunities

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AAS: Marketing

2013 - 2014

The Marketing A.A.S. is designed for students interested in professional sales, marketing, or marketing research careers. Opportunities exist in a variety of firms including wholesale, industrial, service organizations, and manufacturers. The courses from this program are delivered in the classroom and/or online.

Program Courses - Business Foundation Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
ACCT2111	Financial Accounting	4		
BUS1100	Introduction to Business and the American Economy	3		
BUS1110	Essential Employment Skills	3		
BUS1220	Effective Supervision	3		
BUS1600	Principles of Marketing	3		
CIS1101	Business Computer Systems I	3		

Subtotal 19

Program Courses - Marketing Specialty Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
BUS1200	Principles of Management	3		
BUS1300	Legal Environment of Business	3		
BUS1610	Consumer Behavior	4		
BUS1620	Advertising and Sales Promotion	3		
BUS1630	Professional Sales and Management	4		
BUS1810	Entrepreneurship	4		

Subtotal 21

General Education Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
COMM1010	Fundamentals of Public Speaking	3		
ECON1060	Principles of Economics Macro	3		
ECON1070	Principles of Economics Micro	3		
ENGL1201	College Writing I	4		
ENGL1202	College Writing II	2		

Subtotal 15

MnTC Electives

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
5 credits from at least 2 of the 10 MnTC Goal Areas¹				

Subtotal 5

Total Credits Required 60

Program Outcomes

- Create marketing plans
- Develop sales plans
- Understand and apply marketing concepts
- Communicate development, public relations, advertising, sales promotion and other core marketing concepts
- Apply understanding of advertising and promotional elements
- Understand legal principles of business
- Have knowledge of economics, ethics, and accounting concepts
- Formulate solutions to business problems using facts, logic, creativity, and values
- Integrate the global, ethical, and legal aspects of business

Program Accreditation

Accreditation Council for Business Schools and Programs, 11520 West 119th Street, Overland Park, KS 66123

Transfer Information

If you are planning on transferring to another institution, follow the guidelines available on our transfer resources web page to help you plan the process: [Transfer Information](#)

Career Opportunities

Information on careers, including salary and employment outlook data, is available on the iseek and Bureau of Labor Statistics websites: www.iseek.org and www.bls.gov.

Accreditation

North Hennepin Community College is accredited by the:
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30 N. LaSalle Street, Suite 2400
Chicago, IL 60602-2504
1-800-621-7440

Degree Information

The Associate in Applied Science (A.A.S.) degree is intended for those students who plan to use the competence gained through their degree for immediate employment or enhancing current career skills. The A.A.S. degree includes a minimum of 20 semester credits in general education selected from at least three of the ten goal areas of the Minnesota Transfer Curriculum (MnTC). The MnTC courses within the A.A.S. programs transfer to any Minnesota State College or University. Many of the A.A.S. degree programs have articulation agreements with four-year institutions for transfer of the program.

A student shall:

- Earn a minimum of 60-71 semester credits as required in the program with a grade point average of 2.00 (C) or above in courses taken at North Hennepin Community College. Specific programs may have additional requirements or a higher minimum grade point average.
- Earn a minimum of 20 semester credits at North Hennepin Community College.
- Earn 20 credits in at least 3 MnTC goal areas

Completion of an A.A.S. degree fulfills the Goal Area 2 requirement of the Minnesota Transfer Curriculum (MnTC).

Developmental Courses

Some students may need preparatory course(s) in the areas of Math and/or English. Courses numbered below 1000 will not apply toward a degree.

Equal Opportunity Employer and Disability Access Information

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1. 5 credits from at least 2 of the 10 MnTC Goal Areas: AMST1010(3), AMST1020(3), AMST2210(3), AMST2220(3), ANTH1010(3), ANTH1020(3), ANTH1130(3), ARBC1030(3), ARBC1101(4), ARBC1102(4), ARBC2201(4), ART1040(3), ART1101(3), ART1102(3), ART1160(3), ART1170(3), ART1270(3), ART1301(3), ART1302(3), ART1310(3), ART1320(3), ART1340(3), ART1341(3), ART1361(3), ART1362(3), ART1401(3), ART1402(3), ART1770(3), ART2180(3), ART2190(3), ART2300(2), ART2611(3), ART2612(3), ART2640(3), ART2740(1), ART2750(1), ART2780(1), ART2781(1), ART2782(1), ART2800(1), ART2820(1), ART2860(1), ART2900(1), ART2970(1), ASL1101(4), ASL1102(4), ASL1300(3), ASL2201(4), ASL2202(4), BIOL1000(4), BIOL1001(4), BIOL1002(4), BIOL1030(4), BIOL1101(4), BIOL1102(4), BIOL1120(3), BIOL1130(4), BIOL1160(4), BIOL1200(4), BIOL1350(3), BIOL1360(4), BIOL1600(1), BIOL1610(1), BIOL1650(1), BIOL2020(4), BIOL2030(4), BIOL2100(4), BIOL2111(4), BIOL2112(4), CHEM1000(4), CHEM1010(4), CHEM1030(4), CHEM1061(4), CHEM1062(4), COMM1010(3), COMM1110(3), COMM1210(3), COMM1310(3), COMM1410(3), COMM1510(3), COMM1610(3), COMM1710(3), ECON1050(3), ECON1060(3), ECON1070(3), ENGL1111(3), ENGL1112(3), ENGL1140(3), ENGL1150(3), ENGL1201(4), ENGL1202(2), ENGL1250(2), ENGL1400(3), ENGL1450(3), ENGL1900(3), ENGL1950(3), ENGL2010(3), ENGL2020(3), ENGL2030(3), ENGL2270(3), ENGL2310(3), ENGL2320(3), ENGL2330(3), ENGL2340(3), ENGL2350(3), ENGL2360(3), ENGL2370(3), ENGL2380(3), ENGL2390(3), ENGL2450(3), ENGL2460(3), ENGL2550(3), ENGL2560(3), ENGL2580(3), ENGL2590(3), ENGL2950(3), GEOG1000(2), GEOG1010(3), GEOG1040(3), GEOG1100(3), GEOG1120(2), GEOL1010(2), GEOL1020(2), GEOL1030(2), GEOL1040(2), GEOL1110(4), GEOL1120(4), GEOL1130(4), GEOL1150(4), GEOL1160(4), GEOL1850(3), GEOL1851(1), GERM1030(3), HIST1010(3), HIST1020(3), HIST1030(3), HIST1110(3), HIST1120(3), HIST1130(3), HIST1140(3), HIST1200(3), HIST1210(3), HIST1220(3), HIST1240(3), HIST1270(3), HIST1700(3), HIST1800(3), HIST2500(3), HIST2600(3), HIST2700(3), INTD1030(3), INTD1040(3), INTD1210(3), INTD1211(3), MATH1010(3), MATH1080(3), MATH1130(3), MATH1140(3), MATH1150(3), MATH1160(4), MATH1170(4), MATH1180(5), MATH1190(5), MATH1200(3), MATH1221(5), MATH1222(5), MATH2010(3),

MATH2220(5), MATH2300(3), MATH2400(3), MUSC1130(1), MUSC1160(1), MUSC1170(1), MUSC1200(3), MUSC1220(3), MUSC1241(3), MUSC1242(3), MUSC1300(3), MUSC1320(1), MUSC1350(3), MUSC1500(2), MUSC1501(2), MUSC1502(2), MUSC1510(1), MUSC1560(1), MUSC1600(2), MUSC1610(1), MUSC1800(2), MUSC1801(2), MUSC1802(2), MUSC1810(1), MUSC1870(1), MUSC2010(2), MUSC2170(3), MUSC2180(3), MUSC2241(3), MUSC2242(3), MUSC2970(1), NSCI1000(4), NSCI1010(1), NSCI1020(1), NSCI1030(1), NSCI1050(4), NSCI1060(3), NSCI1061(1), NSCI1070(3), NSCI1071(1), NSCI1110(4), NSCI1120(4), PHIL1010(3), PHIL1020(3), PHIL1030(3), PHIL1040(3), PHIL1050(3), PHIL1060(3), PHIL1070(3), PHIL1110(3), PHIL1200(3), PHIL1210(3), PHYS1000(4), PHYS1030(4), PHYS1050(4), PHYS1060(3), PHYS1061(1), PHYS1070(3), PHYS1120(4), PHYS1140(3), PHYS1201(5), PHYS1202(5), PHYS1400(3), PHYS1410(1), PHYS1450(3), PHYS1460(1), PHYS1601(5), PHYS1602(5), POLS1100(3), POLS1140(3), POLS1600(3), POLS1700(3), POLS2130(3), PSYC1110(3), PSYC1150(3), PSYC1165(3), PSYC1170(3), PSYC1210(3), PSYC1220(3), PSYC2320(3), PSYC2330(3), PSYC2340(3), PSYC2350(3), SOC1110(3), SOC1130(3), SOC1710(3), SOC1750(3), SOC2110(3), SOC2200(3), SOC2210(3), SOC2410(3), SOC2730(3), SPAN1030(3), SPAN1101(5), SPAN1102(5), SPAN2201(5), SPAN2202(5), TFT1200(3), TFT1210(3), TFT1250(3), TFT1260(3), TFT1270(3), TFT1280(3), TFT1310(3), TFT1320(3), TFT1350(3), TFT1500(3), TFT1510(3), TFT1520(3), TFT1531(3), TFT1532(3), TFT1540(3), TFT1600(1), TFT1610(1), TFT1710(3), TFT2010(3), TFT2950(1)

Cert: Business Communications Essentials

2013 - 2014

This certificate is for students to learn computer and marketing skills and communication principles and techniques used by successful managers. Courses can be taken online. Courses can be applied to many of the A.A.S. or A.S. Degrees in Business. The courses from this program are delivered in the classroom and/or online. This certificate qualifies for the Workforce Investment Act.

Program Specific Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
BUS1210	Managerial Communication	3		
BUS1230	Leadership and Teamwork	3		
CIS1230	Business Presentations: PowerPoint	3		

Total Credits Required 9

Program Outcomes

- Develop awareness of the importance of good communication skills in effective management and organizational success
- Identify factors that contribute to miscommunication
- Assess personal communication style
- Adapt personal communication style to the situation at hand
- Apply improved verbal, nonverbal, listening, written, presentation, interviewing, team, conflict, negotiation skills in business situations
- Examine how technology impacts the way we work and communicate
- Demonstrate the appropriate use of up-to-date technology to enhance communication effectiveness in business
- Assess personal communication weaknesses and develop strategies to compensate

Degree Information

Certificates may be earned for successful completion of courses in a specialized program of study with a minimum grade point average of 2.00 (C). A certificate shall include 9 to 30 semester credits. At least one-third of the total credits required for each certificate must be completed at North Hennepin Community College.

Developmental Courses

Some students may need preparatory course(s) in the areas of Math and/or English. Courses numbered below 1000 will not apply toward a degree.

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Career Opportunities

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Transfer Information

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Cert: Business Principles

2013 - 2014

This certificate is for students who want an overview of the broad areas of business: finance, management and marketing. All courses can be taken online. Courses can be applied to the Management, Marketing and Entrepreneurship A.A.S. degrees or the A.S. degree in Business Administration - Management Concentration. The courses from this program are delivered in the classroom and/or online. This certificate qualifies for the Workforce Investment Act.

Program Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
BUS1100	Introduction to Business and the American Economy	3		
BUS1200	Principles of Management	3		
BUS1600	Principles of Marketing	3		

Total Credits Required 9

Program Outcomes

- Describe how American businesses operate profitably
- Describe the major forms of business ownership
- Demonstrate knowledge of the functional areas of business
- Describe the importance of international business
- Discuss ethics and ethical dilemmas in business
- Explain how businesses market products and services
- Discuss the role of money and banks
- Identify how businesses manage their finances
- Understand the basics of the stock market
- Use resources to have a better understanding of current business events

Degree Information

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Developmental Courses

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Developmental Courses

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Cert: Desktop Publishing Essentials

2013 - 2014

This certificate introduces students to digital page layout, and digital images as well as a comprehensive understanding of the internet and is for anyone who needs to prepare professional business publications such as newsletters, advertising media, flyers, brochures, forms and manuals. Some of the courses can be taken online. A course completed while earning a certificate can be applied to the A.A.S. or A.S. in Business Computer Systems and Management degrees. The courses from this program are delivered in the classroom and/or online. This certificate qualifies for the Work Investment Act.

Program Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
CIS1210	Desktop Publishing	3		
CIS1250	Photoshop Essentials for Business	3		
CIS1310	The Whole Internet	3		

Total Credits Required 9

Degree Information

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Developmental Courses

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Program Outcomes

- Create and edit digital images
- Restore and retouch digital photographs
- Prepare images and animations for the web
- Use type and imagery effectively to produce business publications for print
- Search for complementary images for print and web publications
- Plan and design web pages

Accreditation

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Degree Information

Certificates may be earned for successful completion of courses in a specialized program of study with a minimum grade point average of 2.00 (C). A certificate shall include 9 to 30 semester credits. At least one-third of the total credits required for each certificate must be completed at North Hennepin Community College.

Developmental Courses

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Cert: E-Commerce Essentials

2013 - 2014

This certificate is for students who want to learn essential computer and marketing skills and create a business on the internet. All courses can be taken online. A course completed while earning a certificate can be applied to the E-Commerce Professional Certificate and the A.A.S. or A.S. in Business Computer Systems and Management degrees. This certificate qualifies for the Work Investment Act.

Program Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
BUS1600	Principles of Marketing	3		
CIS1310	The Whole Internet	3		
CIS2310	Introduction to E-Commerce	3		

Total Credits Required 9

Degree Information

Certificates may be earned for successful completion of courses in a specialized program of study with a minimum grade point average of 2.00 (C). A certificate shall include 9 to 30 semester credits. At least one-third of the total credits required for each certificate must be completed at North Hennepin Community College.

Developmental Courses

Some students may need preparatory course(s) in the areas of Math and/or English. Courses numbered below 1000 will not apply toward a degree.

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Program Outcomes

- Apply technology, business and marketing skills to create a business on the internet or contribute to business internet efforts
- Identify E-Commerce opportunities
- Market and sell on the internet
- Build a web presence
- Design a web site
- Utilize E-Commerce strategies
- Understand electronic payment systems, and security, international, legal, ethical and tax issues
- Understand how the internet works
- Use the internet safely and effectively
- Use up-to-date technology and computer applications
- Display information literacy
- Access and evaluate information effectively
- Formulate solutions to business problems using facts, logic, creativity, and values
- Demonstrate effective written communications skills in business situations
- Interact and collaborate across cultures in business

Accreditation

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Transfer Information

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Degree Information

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Developmental Courses

Some students may need preparatory course(s) in the areas of Math and/or English. Courses numbered below 1000 will not apply toward a degree.

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Cert: E-Commerce Professional

2013 - 2014

This certificate is for students who want to learn advanced computer and marketing skills and the business principles necessary to do business over the internet. Courses can be taken online. A course completed while earning a certificate can be applied to the A.A.S. or A.S. in Business Computer Systems and Management degrees. This certificate qualifies for the Work Investment Act.

Program Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
BUS1100	Introduction to Business and the American Economy	3		
BUS1600	Principles of Marketing	3		
CIS1250	Photoshop Essentials for Business	3		
CIS1310	The Whole Internet	3		
CIS1320	Web Tools	2		
CIS2310	Introduction to E-Commerce	3		

Total Credits Required 17

Gainful Employment Program Information

[E-Commerce Professional](#)

Program Outcomes

- Apply technology, business and marketing skills to create a business on the internet or contribute to business internet efforts
- Identify E-Commerce opportunities
- Market and sell on the internet
- Build a web presence
- Design a web site
- Utilize E-Commerce strategies
- Understand electronic payment systems, and security, international, legal, ethical and tax issues
- Prepare digital images for business publications for print or for the Web
- Use Photoshop's tools to create and enhance digital images
- Use the latest tools and applications on the Internet
- Understand how the internet works
- Use the internet safely and effectively
- Use up-to-date technology and computer applications
- Display information literacy
- Access and evaluate information effectively
- Formulate solutions to business problems using facts, logic, creativity, and values
- Demonstrate effective written communications skills in business situations
- Interact and collaborate across cultures in business
- Determine the interrelationships of the operations, administration, marketing and financing functions of business
- Integrate the global, ethical and legal aspects of business

Degree Information

Certificates may be earned for successful completion of courses in a specialized program of study with a minimum grade point average of 2.00 (C). A certificate shall include 9 to 30 semester credits. At least one-third of the total credits required for each certificate must be completed at North Hennepin Community College.

Developmental Courses

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Degree Information

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Cert: Entrepreneurship

2013 - 2014

This certificate is for students exploring management and/or owning their own business. Students will learn the basics of building a strong business. The courses from this program are delivered in the classroom and/or online. This certificate qualifies for the Workforce Investment Act.

Program Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
ACCT2112	Managerial Accounting	4		
BUS1200	Principles of Management	3		
BUS1600	Principles of Marketing	3		
BUS1810	Entrepreneurship	4		

Total Credits Required 14

Program Outcomes

- Gain knowledge of the context, concepts and process of entrepreneurship.
- Apply central entrepreneurial concepts.
- Be better able to recognize entrepreneurial opportunities.
- Be able to determine the viability or feasibility of a new business concept.
- Reflect on personal goals and the realization of these goals in the professional field.
- Develop a business model and business plan.
- Develop the ability to critique a business plan.
- Apply methods to plan and execute essential activities in entrepreneurial companies.
- Apply general managerial methods and creativity to support decision making.

Degree Information

Certificates may be earned for successful completion of courses in a specialized program of study with a minimum grade point average of 2.00 (C). A certificate shall include 9 to 30 semester credits. At least one-third of the total credits required for each certificate must be completed at North Hennepin Community College.

Developmental Courses

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Cert: Finance and Investments

2013 - 2014

This certificate covers the basic functions of finance: business finance, financial planning and investments for professional development and/or career exploration. Many of the courses can be taken online. Courses can be applied to the A.A.S. degree in Finance Management. The courses from this program are delivered in the classroom and/or online. The certificate qualifies for the Workforce Investment Act.

Program Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
BUS1400	Business Mathematics	3		
BUS1410	Introduction to Business Finance	3		
BUS1430	Financial Statement Analysis	2		
BUS1440	Personal Financial Planning	3		
BUS1450	Investments	3		

Total Credits Required 14

Degree Information

Certificates may be earned for successful completion of courses in a specialized program of study with a minimum grade point average of 2.00 (C). A certificate shall include 9 to 30 semester credits. At least one-third of the total credits required for each certificate must be completed at North Hennepin Community College.

Developmental Courses

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Program Outcomes

- Understand the basic concepts of finance as it relates to business
- Understand how financial statements are used by business
- Analyze the components of the basic accounting equation
- Understand the purpose of financial statement analysis
- Understand the general concept of working capital management
- Understand how companies make capital budget decisions
- Apply knowledge gained to assess financial risks of both individual and business decisions

Accreditation

North Hennepin Community College is accredited by the:
Higher Learning Commission of the North Central Association of Colleges and Schools
30 N. LaSalle Street, Suite 2400
Chicago, IL 60602-2504
1-800-621-7440

Career Opportunities

Information on careers, including salary and employment outlook data, is available on the [iseek](http://www.iseek.org) and Bureau of Labor Statistics websites: www.iseek.org and www.bls.gov.

Transfer Information

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Degree Information

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Cert: Leadership Essentials

2013 - 2014

This certificate is for students to learn successful leadership, teamwork, and communication skills that can be applied in business situations. Some of the classes can be taken online. Courses can be applied to many of the A.A.S. or A.S. Degrees in Business. The courses from this program are delivered in the classroom and/or online. This certificate qualifies for the Workforce Investment Act.

Program Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
BUS1200	Principles of Management	3		
BUS1210	Managerial Communication	3		
BUS1230	Leadership and Teamwork	3		

Subtotal 9

Total Credits Required 9

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Program Outcomes

- Understand the nature of leadership and teams
- Understand the characteristics of leaders and leadership styles
- Identify and develop own unique strengths and preferences relative to leadership and teamwork
- Discover the attributes of other leaders and contrast them with their own
- Apply teamwork and leadership skills in their own personal and professional lives

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Cert: Management

2013 - 2014

This certificate is for students who want to learn the essentials involved with managerial and supervisory positions. All of the courses can be taken online. Courses can be applied to the Business Administration A.S. Degree - Management Concentration or various A.A.S. degrees.

Program Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
BUS1100	Introduction to Business and the American Economy	3		
BUS1110	Essential Employment Skills	3		
BUS1220	Effective Supervision	3		
BUS1200	Principles of Management	3		

Subtotal 12

Total Credits Required 12

Program Outcomes

- The role of business in the American economy,
- Essential employment skills to get and keep a job such as emotional Intelligence, goal setting, workplace etiquette and effective communications,
- Supervisory techniques of interviewing, preparing performance reviews, front-line quality improvement, and conflict resolution within teams,
- Managerial theories of planning, organizing, directing and controlling that impact organizational efficiency and effectiveness.

Gainful Employment Program Information

[Management](#)

Degree Information

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Cert: Marketing and Sales

2013 - 2014

This certificate is for students to learn successful leadership, teamwork, and communication skills that can be applied in business situations. Some of the classes can be taken online. Courses can be applied to many of the A.A.S. or A.S. Degrees in Business. This certificate qualifies for the Workforce Investment Act.

Program Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
BUS1600	Principles of Marketing	3		
BUS1610	Consumer Behavior	4		
BUS1620	Advertising and Sales Promotion	3		
BUS1630	Professional Sales and Management	4		

Total Credits Required 14

Gainful Employment Program Information

[Marketing](#)

Program Outcomes

- Create marketing plans
- Develop sales plans
- Understand and apply marketing concepts
- Communicate development, public relations, advertising, sales promotion and other core marketing concepts
- Apply understanding of advertising and promotional elements
- Have knowledge of economics, ethics, and accounting concepts

Degree Information

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Cert: Microsoft Office Administrative Professional

2013 - 2014

This certificate provides a study of business concepts and advanced computer skills needed by Administrative Professionals in industry today. Students will use Microsoft Office products as well as other computer software applications that can be applied in business situations. Courses can be taken online. A course completed while earning a certificate can be applied to the A.A.S. or A.S. in Business Computer Systems and Management degrees. This certificate qualifies for the Work Investment Act.

Program Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
CIS1101	Business Computer Systems I	3		
CIS1200	Word Processing	3		
CIS1220	Decision Making Excel	3		
CIS1230	Business Presentations: PowerPoint	3		
CIS1240	Information Management: Access	3		
CIS1320	Web Tools	2		

Total Credits Required 17

Gainful Employment Program Information

[Microsoft Office Administrative Professional and Microsoft Office Technical Professional](#)

Program Outcomes

- Perform and coordinate office activities
- Manage information: how to store, retrieve, integrate, and disseminate information
- Organize and maintain business communication
- Use Microsoft Office applications
- Solve business problems using web tools for efficiency
- Communicate in a business environment: written, verbal, and nonverbal
- Demonstrate the use of up-to-date technology and computer applications
- Formulate solutions to business problems using facts, logic, creativity, and values
- Solve mathematical problems related to business operations
- Access and evaluate information effectively

Degree Information

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Cert: Microsoft Office Essentials

2013 - 2014

This certificate provides essential computer skills needed in industry today. Students will use Microsoft Office products as well as other computer software applications that can be applied in business situations. Courses can be taken online. A course completed while earning a certificate can be applied to the A.A.S. or A.S. in Business Computer Systems and Management degrees and also some courses will be applied towards more advanced certificates. The courses from this program are delivered in the classroom and/or online. This certificate qualifies for the Work Investment Act.

Program Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
CIS1101	Business Computer Systems I	3		
CIS1102	Business Computer Systems II	3		
CIS1220	Decision Making Excel	3		

Total Credits Required 9

Program Outcomes

- Perform specialized tasks using Microsoft Office applications
- Maintain computer information records
- Use of Microsoft Office for reports creation
- Verify information using information technology
- Gain advanced knowledge of Microsoft Office applications
- Communicate in a business environment: written, verbal, and nonverbal
- Access and evaluate information effectively
- Demonstrate the use of up-to-date technology and computer applications
- Formulate solutions to business problems using facts, logic, creativity, and values
- Solve mathematical problems related to business operations

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Cert: Microsoft Office Fundamentals

2013 - 2014

This certificate will provide students with the most common office skills demanded and used in the market today. Students will learn and perform intermediate techniques in Microsoft Word and Excel and basic techniques in Access and PowerPoint. Students will also learn how to integrate the Office Applications. Courses can be taken online. Courses completed while earning a certificate can be applied to the A.A.S. or A.S. in Business Computer Systems and Management Degrees.

Program Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
CIS1101	Business Computer Systems I	3		
CIS1200	Word Processing	3		
CIS1220	Decision Making Excel	3		
3 credits from the following:				
CIS1230	Business Presentations: PowerPoint <i>or</i>	3		
CIS1240	Information Management: Access <i>or</i>	3		
CIS1310	The Whole Internet <i>or</i>	3		
CIS1500	Developing Computer Keyboarding Skills	1		

Total Credits Required 12

Degree Information

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Program Outcomes

- Learn the most common Microsoft Office skills used in the market today
- Perform intermediate techniques in Microsoft Word and Excel, and integrate Microsoft Office applications
- Communicate in a business environment including written, verbal, and nonverbal
- Demonstrate the use of up-to-date technology and computer applications
- Formulate solutions to business problems using facts, logic, creativity, and values
- Solve mathematical problems related to business operations
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Cert: Microsoft Office Specialist

2013 - 2014

This certificate provides advanced computer skills and business concepts needed in industry today. Students will use Microsoft Office products as well as other computer software applications that can be applied in business situations. All courses can be taken online. A course completed while earning a certificate can be applied to the A.A.S. or A.S. in Business Computer Systems and Management degrees and other certificates. This certificate qualifies for the Work Investment Act.

Program Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
CIS1101	Business Computer Systems I	3		
CIS1200	Word Processing	3		
CIS1220	Decision Making Excel	3		
CIS1240	Information Management: Access	3		

Total Credits Required 12

Degree Information

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Developmental Courses

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Program Outcomes

- Solve business problems using Microsoft Office applications
- Increase productivity using Microsoft Office applications
- Create business documents using Microsoft applications which include Word, Excel, Access and PowerPoint
- Communicate in a business environment: written, verbal, and nonverbal
- Demonstrate the use of up-to-date technology and computer applications
- Formulate solutions to business problems using facts, logic, creativity, and values
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Cert: Microsoft Office Technical Professional

2013 - 2014

This certificate provides in-depth technical computer skills needed in industry today. Students will use Microsoft Office products as well as other computer software applications that can be applied in business situations. Courses can be taken online. A course completed while earning a certificate can be applied to the A.A.S. or A.S. in Business Computer Systems and Management degrees. This certificate qualifies for the Work Investment Act.

Program Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
CIS1101	Business Computer Systems I	3		
CIS1200	Word Processing	3		
CIS1220	Decision Making Excel	3		
CIS1240	Information Management: Access	3		
CIS1320	Web Tools	2		
CIS1400	Windows/Operating Systems	3		

Total Credits Required 17

Gainful Employment Program Information

[Microsoft Office Administrative Professional and Microsoft Office Technical Professional](#)

Program Outcomes

- Provide technical assistance for an organization
- Demonstrate knowledge of computer systems
- Provide support services
- Resolve computer problems and software issues
- Train users of Microsoft Office products
- Use web tools for efficiency in solving problems
- Demonstrate knowledge of Windows Operating system
- Communicate in a business environment: written, verbal, and nonverbal
- Demonstrate the use of up-to-date technology and computer applications
- Formulate solutions to business problems using facts, logic, creativity, and values
- Solve mathematical problems related to business operations
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Cert: Web Graphic Design and Programming and e-Commerce

2013 - 2014

The Web Graphic Design and Programming and e-Commerce certificate is a broad-based introduction to designing and scripting small business marketing and commercial websites. Students learn the basic principles behind effective design and web programming, including uploading content to the Internet and the basics of e-commerce.

This certificate is for students who have programming skills and would like to gain creative design and e-Commerce skill, or for students who have creative graphic design/art skill and would like to gain skills in programming and e-Commerce, or for students who have business/e-Commerce skills and would like to gain skills in computer programming and creative design. Some courses are offered online.

This certificate is also a great entry point to begin an A.S. degree in Graphic Design, Computer Science, or Business Computer Systems and Management.

Program Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
ART1100	Creative Suite: Art, Design and the Web	2		
ART2560	Web Design/Graphics	3		
ART2570	Web Animation	3		
CSCI1020	Beginning Web Page Programming	1		
CSCI1030	Programming for Internet	3		
CIS1320	Web Tools	2		
1 course from BUS2310 or CIS2310:				
BUS2310	Introduction to E-Commerce <i>or</i>	3		
CIS2310	Introduction to E-Commerce	3		

Total Credits Required 17

Degree Information

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Gainful Employment Program Information

[Web Graphic Design and Programming and e-Commerce](#)

Program Outcomes

- Use basic visual design principles in construction of small business websites.
- Use basic scripting practices in the construction of small business websites.
- Use basic marketing and business concepts in the construction of small business websites.

Accreditation

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Higher Learning Commission of the North Central Association of Colleges and Schools
30 N. LaSalle Street, Suite 2400
Chicago, IL 60602-2504
1-800-621-7440

Career Opportunities

Information on careers, including salary and employment outlook data, is available on the iseek and Bureau of Labor Statistics websites: www.iseek.org and www.bls.gov.

Transfer Information

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Degree Information

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Developmental Courses

Some students may need preparatory course(s) in the areas of Math and/or English. Courses numbered below 1000 will not apply toward a degree.

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Cert: Word Processing Essentials

2013 - 2014

This certificate is for students who want to learn advanced word processing computer skills. Courses can be taken online. Courses can be applied to the A.A.S. or A.S. in Business Computer Systems and Management. The courses from this program are delivered in the classroom and/or online. This certificate qualifies for the Workforce Investment Act.

Program Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
CIS1101	Business Computer Systems I	3		
CIS1200	Word Processing	3		
CIS1210	Desktop Publishing	3		

Total Credits Required 9

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Program Outcomes

- Perform clerical and administrative duties for an organization
- Implement the Information processing cycle
- Prepare technical reports and complicated tables
- Integrate information from various Microsoft Office applications into a Word document
- Create documents using desktop publishing skills
- Communicate in a business environment: written, verbal, and nonverbal
- Demonstrate the use of up-to-date technology and computer applications
- Formulate solutions to business problems using facts, logic, creativity, and values
- Access and evaluate information effectively

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AS: Computer Science 2013 - 2014

This Associate in Science in Computer Science prepares students for continued study in a baccalaureate degree program in computer science or computer information systems, as well as for positions in information technology, computer programming, software development and technical documentation. Students will learn the fundamentals of computer programming and acquire expertise in design, coding and testing development methodology. This degree transfers to the University of Minnesota (Information Technology Infrastructure) and Metropolitan State University (Computer Science and Computer Information Systems majors).

Program Courses - Professional/Technical Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
CSCI1040	Beginning Microsoft SQL Server	3		
CSCI1130	Introduction to Programming in Java	4		
CSCI2001	Structure of Computer Programming I	4		
CSCI2002	Structure of Computer Programming II	4		
CSCI2030	Database Modeling and Design	4		

Subtotal 19

Program Electives

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
11 credits minimum from the following:				
CSCI1020	Beginning Web Page Programming <i>or</i>	1		
CSCI1030	Programming for Internet <i>or</i>	3		
CSCI1035	Introduction to Computer Programming with Games <i>or</i>	4		
CSCI1050	Computer Security Basics <i>or</i>	3		
CSCI1120	Programming in C/C++ <i>or</i>	4		
CSCI1150	Programming in C# for .NET <i>or</i>	4		
CSCI1160	Web Programming in ASP.NET <i>or</i>	4		
CSCI1180	Introduction to Linux Operating System <i>or</i>	4		
CSCI1990	Topics: <i>or</i>	1		
CSCI2010	Discrete Mathematical Structures <i>or</i>	4		
CSCI2020	Machine Architecture and Organization <i>or</i>	4		
CSCI2050	Internship Computer Science <i>or</i>	3		
CSCI2400	Objective-C for Mobile Programming <i>or</i>	4		
CSCI2500	Introduction to Mobile Programming in iOS	4		
**CSCI 1990 is a Topics course and will range from 1-4 credits.				

Subtotal 11

General Education Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
ENGL1201	College Writing I	4		
1 course from ECON1060 or ECON1070:				
ECON1060	Principles of Economics Macro <i>or</i>	3		
ECON1070	Principles of Economics Micro	3		
1 course from the following:				
COMM1010	Fundamentals of Public Speaking <i>or</i>	3		
ENGL1940	Technical Writing	3		

Subtotal 10

MnTC Electives

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
4 credits from Natural Sciences or Mathematics/Logical Reasoning (Goal Area 3 or 4)¹				
3 credits from The Humanities and Fine Arts (Goal Area 6)²				
13 credits from additional MnTC Electives³				

Subtotal 20

Total Credits Required 60

Notes

The remaining credits may be taken in any course in the Minnesota Transfer Curriculum. The choices made by the student would reflect the receiving institution's requirements or the student's anticipated employment needs.

Any Math course numbered 1130 or higher is recommended.

The University of Minnesota College of Continuing Education (CCE) recommends these courses: Phys 1201, Phys 1202, and Phil 1050.

Program Outcomes

Knowledge of Human Cultures and the Physical and Natural World, including:

- Designing the interfaces between programs, and between programs and users.

Intellectual and Practical Skills, including:

- Employing methodical and technical processes in designing and programming software applications.
- Designing databases to access, manage and store data.

Personal and Social Responsibility and Engagement:

- Following best practices of software development.
- Designing and coding robust programs that conform to industry standards.

Integrative and Applied Learning:

- Applying computer technology to solve real world problems.

Degree Information

The Associate of Science (A.S.) degree is intended for students whose primary goal is to complete the credentials for a specific career and/or prepare for transfer to complete a bachelor's degree at a college or university with whom North Hennepin Community College has an articulation agreement. The A.S. degree provides a balance of general education courses and the required scientific, professional or technical courses in the degree program.

A student shall:

- Earn a minimum of 60 semester credits as required in the program, with a grade point average of 2.00 (C) or above in courses taken at North Hennepin Community College. Specific programs may have additional requirements or a higher minimum grade point average.
- Earn a minimum of 20 semester credits at North Hennepin Community College. A student must complete at least 50% of career specific courses at North Hennepin Community College.
- Earn 30 credits in at least 6 Minnesota Transfer Curriculum (MnTC) goal areas.
- Earn 30 professional/technical credits.
- Have four years to complete the graduation requirements as published in the catalog in effect at the time of their initial enrollment. Students taking more than four years to complete their graduation requirements may follow any catalog published during the four-year period preceding their graduation.

Completion of an A.S. degree fulfills the Goal Area 2 requirement of the Minnesota Transfer Curriculum (MnTC).

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- 4 credits from Natural Sciences or Mathematics/Logical Reasoning (Goal Area 3 or 4): ANTH1020(3), BIOL1000(4), BIOL1001(4), BIOL1002(4), BIOL1030(4), BIOL1101(4), BIOL1102(4), BIOL1120(3), BIOL1130(4), BIOL1160(4), BIOL1200(4), BIOL1350(3), BIOL1360(4), BIOL1610(1), BIOL1650(1), BIOL2020(4), BIOL2030(4), BIOL2100(4), BIOL2111(4), BIOL2112(4), CHEM1000(4), CHEM1010(4), CHEM1030(4), CHEM1061(4), CHEM1062(4), GEOG1010(3), GEOL1010(2), GEOL1020(2), GEOL1030(2), GEOL1040(2), GEOL1110(4), GEOL1120(4), GEOL1130(4), GEOL1150(4), GEOL1160(4), GEOL1850(3), GEOL1851(1), MATH1010(3), MATH1080(3), MATH1130(3), MATH1140(3), MATH1150(3), MATH1160(4), MATH1170(4), MATH1180(5), MATH1190(5), MATH1200(3), MATH1221(5), MATH1222(5), MATH2010(3), MATH2220(5), MATH2300(3), MATH2400(3), NSCI1000(4), NSCI1010(1), NSCI1020(1), NSCI1030(1), NSCI1050(4), NSCI1060(3), NSCI1061(1), NSCI1070(3), NSCI1071(1), NSCI1110(4), NSCI1120(4), PHIL1050(3), PHYS1000(4), PHYS1030(4), PHYS1050(4), PHYS1060(3), PHYS1061(1), PHYS1070(3), PHYS1120(4), PHYS1140(3), PHYS1201(5), PHYS1202(5), PHYS1400(3), PHYS1410(1), PHYS1450(3), PHYS1460(1), PHYS1601(5), PHYS1602(5)
- 3 credits from The Humanities and Fine Arts (Goal Area 6): AMST1010(3), AMST1020(3), AMST2210(3), AMST2220(3), ARBC1030(3), ART1040(3), ART1101(3), ART1102(3), ART1160(3), ART1170(3), ART1270(3), ART1301(3), ART1302(3), ART1310(3), ART1320(3), ART1340(3), ART1341(3), ART1361(3), ART1362(3), ART1401(3), ART1402(3), ART1770(3), ART2180(3), ART2190(3), ART2300(2), ART2611(3), ART2612(3), ART2640(3), ART2740(1), ART2750(1), ART2780(1), ART2781(1), ART2782(1), ART2800(1), ART2820(1), ART2860(1), ART2900(1), ART2970(1), ENGL1150(3), ENGL1250(2), ENGL1400(3), ENGL1450(3), ENGL1900(3), ENGL1950(3), ENGL2010(3), ENGL2020(3), ENGL2030(3), ENGL2270(3), ENGL2310(3), ENGL2320(3), ENGL2330(3), ENGL2340(3), ENGL2350(3), ENGL2360(3), ENGL2370(3), ENGL2380(3), ENGL2390(3), ENGL2450(3), ENGL2460(3), ENGL2550(3), ENGL2560(3), ENGL2580(3), ENGL2950(3), GERM1030(3), INTD1030(3), MUSC1130(1), MUSC1160(1), MUSC1170(1), MUSC1200(3), MUSC1220(3), MUSC1241(3), MUSC1242(3), MUSC1300(3), MUSC1320(1), MUSC1350(3), MUSC1500(2), MUSC1501(2), MUSC1502(2), MUSC1510(1), MUSC1560(1), MUSC1600(2), MUSC1610(1), MUSC1800(2), MUSC1801(2), MUSC1802(2), MUSC1810(1), MUSC1870(1), MUSC2010(2), MUSC2170(3), MUSC2180(3), MUSC2241(3), MUSC2242(3), MUSC2970(1), PHIL1010(3), PHIL1020(3), PHIL1030(3), PHIL1040(3), PHIL1060(3), SPAN1030(3), TFT1200(3), TFT1210(3), TFT1250(3), TFT1260(3), TFT1270(3), TFT1280(3), TFT1310(3), TFT1320(3), TFT1350(3), TFT1500(3), TFT1510(3), TFT1520(3), TFT1531(3), TFT1532(3), TFT1540(3), TFT1600(1), TFT1610(1), TFT2010(3), TFT2950(1)
- 13 credits from additional MnTC Electives: AMST1010(3), AMST1020(3), AMST2210(3), AMST2220(3), ANTH1010(3), ANTH1020(3), ANTH1130(3), ARBC1030(3), ARBC1101(4), ARBC1102(4), ARBC2201(4), ART1040(3), ART1101(3), ART1102(3), ART1160(3), ART1170(3), ART1270(3), ART1301(3), ART1302(3), ART1310(3), ART1320(3), ART1340(3), ART1341(3), ART1361(3), ART1362(3), ART1401(3), ART1402(3), ART1770(3), ART2180(3), ART2190(3), ART2300(2), ART2611(3), ART2612(3), ART2640(3), ART2740(1), ART2750(1), ART2780(1), ART2781(1), ART2782(1), ART2800(1), ART2820(1), ART2860(1), ART2900(1), ART2970(1), ASL1101(4), ASL1102(4), ASL1300(3), ASL2201(4), ASL2202(4), BIOL1000(4), BIOL1001(4), BIOL1002(4), BIOL1030(4), BIOL1101(4), BIOL1102(4), BIOL1120(3), BIOL1130(4), BIOL1160(4), BIOL1200(4), BIOL1350(3), BIOL1360(4), BIOL1600(1), BIOL1610(1), BIOL1650(1), BIOL2020(4), BIOL2030(4), BIOL2100(4), BIOL2111(4), BIOL2112(4), CHEM1000(4), CHEM1010(4), CHEM1030(4), CHEM1061(4), CHEM1062(4), COMM1010(3), COMM1110(3), COMM1210(3), COMM1310(3), COMM1410(3), COMM1510(3), COMM1610(3), COMM1710(3), ECON1050(3), ECON1060(3), ECON1070(3), ENGL1111(3), ENGL1112(3), ENGL1140(3), ENGL1150(3), ENGL1201(4), ENGL1202(2), ENGL1250(2), ENGL1400(3), ENGL1450(3), ENGL1900(3), ENGL1950(3), ENGL2010(3), ENGL2020(3), ENGL2030(3), ENGL2270(3), ENGL2310(3), ENGL2320(3), ENGL2330(3), ENGL2340(3), ENGL2350(3), ENGL2360(3), ENGL2370(3), ENGL2380(3), ENGL2390(3), ENGL2450(3), ENGL2460(3), ENGL2550(3), ENGL2560(3), ENGL2580(3), ENGL2590(3), ENGL2950(3), GEOG1000(2), GEOG1010(3), GEOG1040(3), GEOG1100(3), GEOG1120(2), GEOL1010(2), GEOL1020(2), GEOL1030(2), GEOL1040(2), GEOL1110(4), GEOL1120(4), GEOL1130(4), GEOL1150(4), GEOL1160(4), GEOL1850(3), GEOL1851(1), GERM1030(3), HIST1010(3), HIST1020(3), HIST1030(3), HIST1110(3), HIST1120(3), HIST1130(3), HIST1140(3), HIST1200(3), HIST1210(3), HIST1220(3), HIST1240(3), HIST1270(3), HIST1700(3), HIST1800(3), HIST2500(3), HIST2600(3), HIST2700(3), INTD1030(3), INTD1040(3), INTD1210(3), INTD1211(3), MATH1010(3), MATH1080(3), MATH1130(3), MATH1140(3), MATH1150(3), MATH1160(4), MATH1170(4), MATH1180(5), MATH1190(5), MATH1200(3), MATH1221(5), MATH1222(5), MATH2010(3), MATH2220(5), MATH2300(3), MATH2400(3), MUSC1130(1), MUSC1160(1), MUSC1170(1), MUSC1200(3), MUSC1220(3), MUSC1241(3), MUSC1242(3), MUSC1300(3), MUSC1320(1), MUSC1350(3), MUSC1500(2), MUSC1501(2), MUSC1502(2), MUSC1510(1), MUSC1560(1), MUSC1600(2), MUSC1610(1), MUSC1800(2), MUSC1801(2), MUSC1802(2), MUSC1810(1), MUSC1870(1), MUSC2010(2), MUSC2170(3), MUSC2180(3), MUSC2241(3), MUSC2242(3), MUSC2970(1), NSCI1000(4), NSCI1010(1), NSCI1020(1), NSCI1030(1), NSCI1050(4), NSCI1060(3), NSCI1061(1), NSCI1070(3), NSCI1071(1), NSCI1110(4), NSCI1120(4), PHIL1010(3), PHIL1020(3), PHIL1030(3), PHIL1040(3), PHIL1050(3), PHIL1060(3), PHIL1070(3), PHIL1110(3), PHIL1200(3), PHIL1210(3), PHYS1000(4), PHYS1030(4), PHYS1050(4), PHYS1060(3), PHYS1061(1), PHYS1070(3), PHYS1120(4), PHYS1140(3), PHYS1201(5), PHYS1202(5), PHYS1400(3), PHYS1410(1), PHYS1450(3), PHYS1460(1), PHYS1601(5), PHYS1602(5), POLS1100(3), POLS1140(3), POLS1600(3), POLS1700(3), POLS2130(3), PSYC1110(3), PSYC1150(3), PSYC1165(3), PSYC1170(3), PSYC1210(3), PSYC1220(3), PSYC2320(3), PSYC2330(3), PSYC2340(3), PSYC2350(3), SOC1110(3), SOC1130(3), SOC1710(3), SOC1750(3), SOC2110(3), SOC2200(3), SOC2210(3), SOC2410(3), SOC2730(3), SPAN1030(3), SPAN1101(5), SPAN1102(5), SPAN2201(5), SPAN2202(5), TFT1200(3), TFT1210(3), TFT1250(3), TFT1260(3), TFT1270(3), TFT1280(3), TFT1310(3), TFT1320(3), TFT1350(3), TFT1500(3), TFT1510(3), TFT1520(3), TFT1531(3), TFT1532(3), TFT1540(3), TFT1600(1), TFT1610(1), TFT1710(3), TFT2010(3), TFT2950(1)

Cert: Application Programming

2013 - 2014

The Application Programming Certificate helps students to build and develop an understanding for designing, coding, testing and debugging applications in various programming languages.

Program Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
12 credits from the following:				
CSCI1120	Programming in C/C++ <i>or</i>	4		
CSCI1130	Introduction to Programming in Java <i>or</i>	4		
CSCI1150	Programming in C# for .NET <i>or</i>	4		
CSCI1160	Web Programming in ASP.NET <i>or</i>	4		
CSCI2001	Structure of Computer Programming I <i>or</i>	4		
CSCI2002	Structure of Computer Programming II <i>or</i>	4		
CSCI2020	Machine Architecture and Organization	4		

Total Credits Required 12

Program Outcomes

- write programs to handle a specific job, such as a program to track inventory within an organization
- revise existing software
- customize generic applications
- write custom Web applications
- differentiate Application Programming with System Programming

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Cert: Game Programming 2013 - 2014

The Game Programming Certificate provides students with an opportunity to learn how to create interactive computer games, including Web-based ones. It targets students who want to acquire skills needed for game design and programming. The required Game Programming course utilizes programming language chosen by instructor. The Certificate offers a choice between the three most popular programming languages: Java, C++ and C#.

Program Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
CSCI1030	Programming for Internet	3		
CSCI1035	Introduction to Computer Programming with Games	4		

Subtotal 7

Program Electives

Program Electives

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
4 credits from the following:				
CSCI1120	Programming in C/C++ <i>or</i>	4		
CSCI1130	Introduction to Programming in Java <i>or</i>	4		
CSCI1150	Programming in C# for .NET	4		
5 credits from the following:				
CSCI1020	Beginning Web Page Programming <i>or</i>	1		
CSCI1040	Beginning Microsoft SQL Server <i>or</i>	3		
CSCI1160	Web Programming in ASP.NET <i>or</i>	4		
CSCI1990	Topics:	1		

Subtotal 9

Total Credits Required 16

Program Outcomes

- How to plan an interactive game
- Specifics of game design for Internet delivery
- How to design and deploy a Website
- How to program in one of the major general computer languages

Gainful Employment Program Information

[Game Programming](#)

Degree Information

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Cert: Internet Programming

2013 - 2014

The Internet Programming Certificate concentrates on the methodological and technical aspects of software design and programming. The students will acquire expertise in software design, coding and testing in addition to essential knowledge of development methodology. To assure their success in the work place, students will learn how design and then program robust, interactive programs conforming to industry standards. The students will get sufficient knowledge to enter the job market related to Web development.

Program Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
19 credits from the following:				
CSCI1020	Beginning Web Page Programming <i>or</i>	1		
CSCI1030	Programming for Internet <i>or</i>	3		
CSCI1040	Beginning Microsoft SQL Server <i>or</i>	3		
CSCI1130	Introduction to Programming in Java <i>or</i>	4		
CSCI1150	Programming in C# for .NET <i>or</i>	4		
CSCI1160	Web Programming in ASP.NET <i>or</i>	4		
CSCI1990	Topics: <i>or</i>	1		
CSCI2001	Structure of Computer Programming I <i>or</i>	4		
CSCI2030	Database Modeling and Design	4		

Subtotal 19

Total Credits Required 19

Program Outcomes

- How to program in Java
- How to program ASP.NET-based Web sites utilizing C# language
- How to design and deploy Web pages
- Specifics of programming Internet-based applications and services
- How to handle the data associated with Web applications and services

Gainful Employment Program Information

[Internet Programming](#)

Degree Information

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Developmental Courses

Some students may need preparatory course(s) in the areas of Math and/or English. Courses numbered below 1000 will not apply toward a degree.

Equal Opportunity Employer and Disability Access Information

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Accreditation

North Hennepin Community College is accredited by the:
Higher Learning Commission of the North Central Association of Colleges and Schools
30 N. LaSalle Street, Suite 2400
Chicago, IL 60602-2504
1-800-621-7440

Career Opportunities

Information on careers, including salary and employment outlook data, is available on the iseek and Bureau of Labor Statistics websites: www.iseek.org and www.bls.gov.

Transfer Information

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Cert: .NET Programming

2013 - 2014

The .NET Programming Certificate provides students with an opportunity to learn .NET application development. It targets students who want to acquire skills needed for .NET programming, web programming, and web site development. It also covers ASP.NET, a technology for creating Web applications. The Certificate's database management course utilizes Microsoft SQL Server.

Program Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
CSCI1150	Programming in C# for .NET	4		
CSCI1160	Web Programming in ASP.NET	4		
CSCI1020	Beginning Web Page Programming	1		
CSCI1040	Beginning Microsoft SQL Server	3		

Total Credits Required 12

Program Outcomes

- How to program in one of the major .NET computer languages
- How to design and deploy a Web site
- Specifics of programming Internet-based applications and services
- How to program ASP.NET-based Web sites utilizing C# language
- How to employ Microsoft SQL Server to process and store the data associated with .NET applications

Career Opportunities

IT consulting companies, health care groups, government agencies, companies in manufacturing sectors, financial institutions and insurance companies, and software development companies

Degree Information

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Developmental Courses

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Cert: Object-Oriented Programming

2013 - 2014

The Object-Oriented Programming Certificate provides students with the opportunity to learn the fundamentals and more advanced topics of object-oriented design and programming. The certificate is designed in the way allowing the students to select one or two programming languages, among the most popular ones. The major language elements are introduced in connection with the related algorithms. The students will also learn about the major abstract data types and the efficient ways to manipulate data.

Program Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
CSCI2001	Structure of Computer Programming I	4		
CSCI2002	Structure of Computer Programming II	4		

Subtotal 8

Program Electives

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
4 credits from CSCI1130 or CSCI1150:				
CSCI1130	Introduction to Programming in Java <i>or</i>	4		
CSCI1150	Programming in C# for .NET	4		

Subtotal 4

Total Credits Required 12

Degree Information

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Developmental Courses

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Program Outcomes

- How to design professional-grade object-oriented applications in Java
- How to program in one or two major computer languages
- How to debug and test computer programs
- How utilize the standard data structures to handle and store the data associated with the applications

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Cert: Web Graphic Design and Programming and e-Commerce

2013 - 2014

The Web Graphic Design and Programming and e-Commerce certificate is a broad-based introduction to designing and scripting small business marketing and commercial websites. Students learn the basic principles behind effective design and web programming, including uploading content to the Internet and the basics of e-commerce.

This certificate is for students who have programming skills and would like to gain creative design and e-Commerce skill, or for students who have creative graphic design/art skill and would like to gain skills in programming and e-Commerce, or for students who have business/e-Commerce skills and would like to gain skills in computer programming and creative design. Some courses are offered online.

This certificate is also a great entry point to begin an A.S. degree in Graphic Design, Computer Science, or Business Computer Systems and Management.

Program Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
ART1100	Creative Suite: Art, Design and the Web	2		
ART2560	Web Design/Graphics	3		
ART2570	Web Animation	3		
CSCI1020	Beginning Web Page Programming	1		
CSCI1030	Programming for Internet	3		
CIS1320	Web Tools	2		
1 course from BUS2310 or CIS2310:				
BUS2310	Introduction to E-Commerce <i>or</i>	3		
CIS2310	Introduction to E-Commerce	3		

Total Credits Required 17

Degree Information

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Gainful Employment Program Information

[Web Graphic Design and Programming and e-Commerce](#)

Program Outcomes

- Use basic visual design principles in construction of small business websites.
- Use basic scripting practices in the construction of small business websites.
- Use basic marketing and business concepts in the construction of small business websites.

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AS: Construction Management

2013 - 2014

This program will prepare students for supervisory and management positions in the construction industry. The curriculum combines basic fundamentals with key courses in applied management, engineering, design, and business that are required to manage complex construction projects.

The Associate of Science in Construction Management is designed to articulate to:

- University of Minnesota's B.A.S. in Construction Management degree
- Minnesota State University at Moorhead's B.S. in Construction Management degree

Program Courses - Construction Management Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
ACCT2111	Financial Accounting	4		
BUS1200	Principles of Management	3		
CMSV2100	Soils and Concrete Technology	3		
CMSV2875	Mechanical and Electrical Systems	4		
CMSV2885	Construction Estimating	4		
CMSV2890	Building Organization and Technology	3		
ENGR1200	Engineering Graphics	3		

Subtotal 24

Program Electives

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
6 credits from the following:				
BUS1220	Effective Supervision <i>or</i>	3		
BUS1300	Legal Environment of Business <i>or</i>	3		
CMSV2870	Construction Management <i>or</i>	3		
CMSV2895	Construction Management Internship <i>or</i>	3		
CMSV2900	Construction Scheduling	3		

Subtotal 6

General Education Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
1 course from Math 1200 or Math 1221:				
MATH1200	Calculus Survey <i>or</i>	3		
MATH1221	Calculus I	5		
ART2300	Architectural History	2		
ECON1070	Principles of Economics Micro	3		
ENGL1201	College Writing I	4		
ENGL1202	College Writing II	2		
PHIL1020	Ethics	3		
PHYS1201	Principles of Physics I	5		
PSYC1150	General Psychology	3		
COMM1110	Principles of Interpersonal Communication	3		

Subtotal 28 - 30

MnTC Electives

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
A maximum of 2 MnTC Electives to reach 60 credits¹				

Total Credit Required 60

Program Outcomes

Develop a foundation of essential knowledge about the cultural, social, and natural worlds, and individual well-being.

- Understand and utilize information that describes and prescribes the physical basis, technical specifics and sequential process of building construction
- Formulate a consistent system of actions involving the study of the construction process and the management of that process in an organized and knowledgeable manner

Develop intellectual and practical skills, including:

- Develop a basic understanding of building codes and regulations
- Understanding of construction documents system and organization
- Be able to prepare a construction project cost estimates
- Be able to prepare construction project schedules
- Apply the principles of the Critical Path Method
- Organize and schedule construction activities
- Refine communications skills with subordinates, peers and superiors
- Deduce essential data that is required to prepare cost estimates from construction drawings
- Evaluate and use computer technology in estimating and scheduling

Demonstrate personal and social responsibility, including enhance personal development in:

- Good work attitudes, values, and habits
- Self-confidence
- Responsibility
- Better understanding of career options
- Realistic appraisal of strengths
- Prepare, develop, and refine individual CPM and PDM networks in classroom exercises upon an individual and team bases
- Gain first-hand experiences associated with supervisory and/or management roles in an industrial setting
- Refine communications skills with subordinates, peers and superiors
- Implement, develop and/or refine skills in production, management, and personnel matters

Integrative Learning, including:

- Apply construction management techniques to an actual construction management project
- Apply the principles, knowledge and skills learned in the classroom to on-the-job practices and procedures in the construction industry real life situations
- Develop and refine problem-solving techniques
- Formulate systematic and sequential plans, monitor plans, and evaluate projects to assure that quality control goals are achieved

Notes

It is recommended that students consult with a counselor about the best course selection options. Students who do not plan to transfer may enhance their employability by selecting Building Inspection Technology (BIT) courses.

It is recommended that students intending to transfer to the University of Minnesota B.A.S. or Minnesota State University Moorhead B.S. program consult with a counselor about the best course selection options. Students may best be served by choosing MATH courses to fulfill the electives. University of Minnesota students should take MATH 1200 or 1221. Minnesota State University Moorhead students should take MATH 1200.

It is recommended that students intending to transfer to the Minnesota State University Moorhead B.S. program should select BIT 2100 as an elective.

Degree Information

The Associate of Science (A.S.) degree is intended for students whose primary goal is to complete the credentials for a specific career and/or prepare for transfer to complete a bachelor's degree at a college or university with whom North Hennepin Community College has an articulation agreement. The A.S. degree provides a balance of general education courses and the required scientific, professional or technical courses in the degree program.

A student shall:

- Earn a minimum of 60 semester credits as required in the program, with a grade point average of 2.00 (C) or above in courses taken at North Hennepin Community College. Specific programs may have additional requirements or a higher minimum grade point average.
- Earn a minimum of 20 semester credits at North Hennepin Community College. A student must complete at least 50% of career specific courses at North Hennepin Community College.
- Earn 30 credits in at least 6 Minnesota Transfer Curriculum (MnTC) goal areas.
- Earn 30 professional/technical credits.
- Have four years to complete the graduation requirements as published in the catalog in effect at the time of their initial enrollment. Students taking more than four years to complete their graduation requirements may follow any catalog published during the four-year period preceding their graduation.

Completion of an A.S. degree fulfills the Goal Area 2 requirement of the Minnesota Transfer Curriculum (MnTC).

Developmental Courses

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1. A maximum of 2 MnTC Electives to reach 60 credits: AMST1010(3), AMST1020(3), AMST2210(3), AMST2220(3), ANTH1010(3), ANTH1020(3), ANTH1130(3), ARBC1030(3), ARBC1101(4), ARBC1102(4), ARBC2201(4), ART1040(3), ART1101(3), ART1102(3), ART1160(3), ART1170(3), ART1270(3), ART1301(3), ART1302(3), ART1310(3), ART1320(3), ART1340(3), ART1341(3), ART1361(3), ART1362(3), ART1401(3), ART1402(3), ART1770(3), ART2180(3), ART2190(3), ART2300(2), ART2611(3), ART2612(3), ART2640(3), ART2740(1), ART2750(1), ART2780(1), ART2781(1), ART2782(1), ART2800(1), ART2820(1), ART2860(1), ART2900(1), ART2970(1), ASL1101(4), ASL1102(4), ASL1300(3), ASL2201(4), ASL2202(4), BIOL1000(4), BIOL1001(4), BIOL1002(4), BIOL1030(4), BIOL1101(4), BIOL1102(4), BIOL1120(3), BIOL1130(4), BIOL1160(4), BIOL1200(4), BIOL1350(3), BIOL1360(4), BIOL1600(1), BIOL1610(1), BIOL1650(1), BIOL2020(4), BIOL2030(4), BIOL2100(4), BIOL2111(4), BIOL2112(4), CHEM1000(4), CHEM1010(4), CHEM1030(4), CHEM1061(4), CHEM1062(4), COMM1010(3), COMM1110(3), COMM1210(3), COMM1310(3), COMM1410(3), COMM1510(3), COMM1610(3), COMM1710(3), ECON1050(3), ECON1060(3), ECON1070(3), ENGL1111(3), ENGL1112(3), ENGL1140(3), ENGL1150(3), ENGL1201(4), ENGL1202(2), ENGL1250(2), ENGL1400(3), ENGL1450(3), ENGL1900(3), ENGL1950(3), ENGL2010(3), ENGL2020(3), ENGL2030(3), ENGL2270(3), ENGL2310(3), ENGL2320(3), ENGL2330(3), ENGL2340(3), ENGL2350(3), ENGL2360(3), ENGL2370(3), ENGL2380(3), ENGL2390(3), ENGL2450(3), ENGL2460(3), ENGL2550(3), ENGL2560(3), ENGL2580(3), ENGL2590(3), ENGL2950(3), GEOG1000(2), GEOG1010(3), GEOG1040(3), GEOG1100(3), GEOG1120(2), GEOL1010(2), GEOL1020(2), GEOL1030(2), GEOL1040(2), GEOL1110(4), GEOL1120(4), GEOL1130(4), GEOL1150(4), GEOL1160(4), GEOL1850(3), GEOL1851(1), GERM1030(3), HIST1010(3), HIST1020(3), HIST1030(3), HIST1110(3), HIST1120(3), HIST1130(3), HIST1140(3), HIST1200(3), HIST1210(3), HIST1220(3), HIST1240(3), HIST1270(3), HIST1700(3), HIST1800(3), HIST2500(3), HIST2600(3), HIST2700(3), INTD1030(3), INTD1040(3), INTD1210(3), INTD1211(3), MATH1010(3), MATH1080(3), MATH1130(3), MATH1140(3), MATH1150(3), MATH1160(4), MATH1170(4), MATH1180(5), MATH1190(5), MATH1200(3), MATH1221(5), MATH1222(5), MATH2010(3), MATH2220(5), MATH2300(3), MATH2400(3), MUSC1130(1), MUSC1160(1), MUSC1170(1), MUSC1200(3), MUSC1220(3), MUSC1241(3), MUSC1242(3), MUSC1300(3), MUSC1320(1), MUSC1350(3), MUSC1500(2), MUSC1501(2), MUSC1502(2), MUSC1510(1), MUSC1560(1), MUSC1600(2), MUSC1610(1), MUSC1800(2), MUSC1801(2), MUSC1802(2), MUSC1810(1), MUSC1870(1), MUSC2010(2), MUSC2170(3), MUSC2180(3), MUSC2241(3), MUSC2242(3), MUSC2970(1), NSCI1000(4), NSCI1010(1), NSCI1020(1), NSCI1030(1), NSCI1050(4), NSCI1060(3), NSCI1061(1), NSCI1070(3), NSCI1071(1), NSCI1110(4), NSCI1120(4), PHIL1010(3), PHIL1020(3), PHIL1030(3), PHIL1040(3), PHIL1050(3), PHIL1060(3), PHIL1070(3), PHIL1110(3), PHIL1200(3), PHIL1210(3), PHYS1000(4), PHYS1030(4), PHYS1050(4), PHYS1060(3), PHYS1061(1), PHYS1070(3), PHYS1120(4), PHYS1140(3), PHYS1201(5), PHYS1202(5), PHYS1400(3), PHYS1410(1), PHYS1450(3), PHYS1460(1), PHYS1601(5), PHYS1602(5), POLS1100(3), POLS1140(3), POLS1600(3), POLS1700(3), POLS2130(3), PSYC1110(3), PSYC1150(3), PSYC1165(3), PSYC1170(3), PSYC1210(3), PSYC1220(3), PSYC2320(3), PSYC2330(3), PSYC2340(3), PSYC2350(3), SOC1110(3), SOC1130(3), SOC1710(3), SOC1750(3), SOC2110(3), SOC2200(3), SOC2210(3), SOC2410(3), SOC2730(3), SPAN1030(3), SPAN1101(5), SPAN1102(5), SPAN2201(5), SPAN2202(5), TFT1200(3), TFT1210(3), TFT1250(3), TFT1260(3), TFT1270(3), TFT1280(3), TFT1310(3), TFT1320(3), TFT1350(3), TFT1500(3), TFT1510(3), TFT1520(3), TFT1531(3), TFT1532(3), TFT1540(3), TFT1600(1), TFT1610(1), TFT1710(3), TFT2010(3), TFT2950(1)

Cert: Construction Management

2013 - 2014

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Program Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
ACCT2111	Financial Accounting	4		
BUS1200	Principles of Management	3		
CMSV2875	Mechanical and Electrical Systems	4		
CMSV2870	Construction Management	3		
CMSV2100	Soils and Concrete Technology	3		
CMSV2885	Construction Estimating	4		
CMSV2890	Building Organization and Technology	3		
CMSV2900	Construction Scheduling	3		
ENGR1200	Engineering Graphics	3		

Total Credits Required 30

Gainful Employment Program Information

[Construction Management](#)

Program Outcomes

Develop a foundation of essential knowledge about the cultural, social, and natural worlds, and individual well-being.

- Understand and utilize information that describes and prescribes the physical basis, technical specifics and sequential process of building construction
- Formulate a consistent system of actions involving the study of the construction process and the management of that process in an organized and knowledgeable manner

Develop intellectual and practical skills, including:

- Develop a basic understanding of building codes and regulations
- Understanding of construction documents system and organization
- Be able to prepare a construction project cost estimates
- Be able to prepare construction project schedules
- Apply the principles of the Critical Path Method
- Organize and schedule construction activities
- Refine communications skills with subordinates, peers and superiors
- Deduce essential data that is required to prepare cost estimates from construction drawings
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Demonstrate personal and social responsibility, including enhance personal development in:

- Good work attitudes, values, and habits
- Self-confidence
- Responsibility
- Better understanding of career options
- Realistic appraisal of strengths
- Prepare, develop, and refine individual CPM and PDM networks in classroom exercises upon an individual and team bases
- Gain first-hand experiences associated with supervisory and/or management roles in an industrial setting
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Integrative Learning, including:

- Apply construction management techniques to an actual construction management project
- Apply the principles, knowledge and skills learned in the classroom to on-the-job practices and procedures in the construction industry real life situations
- Develop and refine problem-solving techniques
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Degree Information

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Developmental Courses

Some students may need preparatory course(s) in the areas of Math and/or English. Courses numbered below 1000 will not apply toward a degree.

Equal Opportunity Employer and Disability Access Information

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Cert: Building Inspection Technology

2013 - 2014

This accelerated certificate program provides students the foundational knowledge to pursue a career in construction code enforcement or for existing professionals to upgrade their skills. The courses meet one night a week and the program can be completed in two semesters. Successful completion of the Building Inspection Technology Certificate gives students the required training and points to take the State of Minnesota's Certified Building Official-Limited exam, which is administered the last night of class.

Program Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
BIT1050	Foundations of Construction Codes and Inspections	3		
BIT1150	Residential Plan Review and Field Inspections	4		
BIT1250	Commercial Plan Review and Field Inspections	4		
BIT1900	Legal and Administrative Aspects of Construction Codes	3		

Total Credits Required 14

Gainful Employment Program Information

[Building Inspection Technology and Building Permit Technician](#)

Program Outcomes

- Apply building codes and referenced standards to construction projects
- Prepare for and take the Minnesota Building Official- Limited exam
- Understand the purpose and intent of construction codes
- Perform inspections and plan reviews on both residential and commercial construction projects

Degree Information

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1-800-621-7440

Career Opportunities

Information on careers, including salary and employment outlook data, is available on the [iseek](http://www.iseek.org) and Bureau of Labor Statistics websites: www.iseek.org and www.bls.gov.

Transfer Information

If you are planning on transferring to another institution, follow the guidelines available on our transfer resources web page to help you plan the process: [Transfer Information](#)

Degree Information

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Cert: Public Works 2013 - 2014

The following courses are offered as a continuing education and as an in-service training series for public works personnel. The American Public Works Association, Minnesota Chapter (APWA), will issue a certificate to students completing the following courses.

Program Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
ENGL1201	College Writing I	4		
PUBW1020	Public Works Organization and Administration	4		
PUBW1030	Public Works Management and Communication	4		
PUBW1040	Technical Aspects of Public Works	4		
PUBW1050	Public Works Operations and Maintenance	4		
1 course from the following:				
BUS1210	Managerial Communication <i>or</i>	3		
COMM1010	Fundamentals of Public Speaking <i>or</i>	3		
ENGL1140	Business Communications	3		

Total Credits Required 23

Gainful Employment Program Information

[Public Works](#)

Degree Information

Certificates may be earned for successful completion of courses in a specialized program of study with a minimum grade point average of 2.00 (C). A certificate shall include 9 to 30 semester credits. At least one-third of the total credits required for each certificate must be completed at North Hennepin Community College.

Developmental Courses

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AS: Criminal Justice 2013 - 2014

North Hennepin's Associate in Science degree program in Criminal Justice provides students with a broad analysis of the relationship between law and society as well as a thorough examination of the interrelationships, functions and operations of the different components of the criminal justice system. It is designed to transfer to a four year institution and provide preparation for a variety of entry-level positions in state, county, and municipal law enforcement agencies.

Program Courses - Professional Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
HLTH1060	Drugs and Health	3		
PHIL1020	Ethics	3		
POLS2130	Constitutional Law	3		
SOC1710	Introduction to Criminal Justice	3		
SOC1720	Police and Community	3		
SOC1730	Juvenile Justice	3		
SOC2730	Introduction to Corrections	3		

Subtotal 21

Program Electives

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
5 credits from the following (CIS1101 or CSCI1000, not both):				
CIS1101	Business Computer Systems I <i>or</i>	3		
CSCI1000	Computer Basics <i>or</i>	3		
ECON1050	Economics of Crime <i>or</i>	3		
HLTH1600	First Responder <i>or</i>	3		
PE1010	Physical Fitness <i>or</i>	2		
POLS1140	State and Local Politics <i>or</i>	3		
PSYC1165	Psychology of Adjustment <i>or</i>	3		
SOC1990	Sociology Special Topics	1		

Subtotal 5

General Education Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
COMM1110	Principles of Interpersonal Communication	3		
COMM1310	Intercultural Communication	3		
ENGL1201	College Writing I	4		
ENGL1202	College Writing II	2		
PSYC1150	General Psychology	3		
SOC1110	Introduction to Sociology	3		
SOC1130	Social Problems/Deviance	3		
SOC1750	Families in Crisis	3		
SOC2210	Minority Groups	3		

Subtotal 27

MnTC Electives

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
3 credits from The Humanities and Fine Arts (Goal Area 6)¹				
4 credits from Natural Sciences or Mathematics/Logical Reasoning (Goal Area 3 or 4)²				

Subtotal 7

Total Credits Required 60

Notes

A cooperative agreement between North Hennepin Community College and Metropolitan State University exists for students earning the A.S. degree in Criminal Justice who intend to transfer to Metropolitan State to pursue their B.A. degree in Criminal Justice. To satisfy Metro's lower division general education requirements, students earning the A.S. degree will need to complete a college level algebra class (or place at or above the college algebra level on Metropolitan's assessment test).

Program Outcomes

Develop a foundation of essential knowledge about the cultural, social, and natural worlds, including:

- demonstrating knowledge of history, current issues, concepts, organization, philosophies and theories in the field of criminal justice.
- demonstrating an understanding of local ordinances, State Statutes and Federal Law, the purpose and function of police, courts, and corrections.
- demonstrating an understanding of the judicial review process, political, cultural and social forces which impact the police, courts, corrections, suspects, victims, and other parties involved in the criminal justice system.

Develop intellectual and practical skills, including:

- communicating appropriately and effectively in work situations.
- obtaining and refining the necessary skills in interpersonal communication, mathematics, basic crime statistics, as the skills are related to public contact and employment in the criminal justice system.
- utilizing the intellectual and practical skills necessary to represent a private or public agency in a professional manner
- developing the writing and public speaking skills necessary to communicate in small and large groups to prepare employment and further education.

Demonstrate personal and social responsibility, including:

- identifying career opportunities in criminal justice and the skills and attributes that employers are seeking and creating an understanding that employers often require continued higher education, citizenship, and service to others for initial placement and promotion.
- comparing and contrasting traditional, developing and future trends and ideas in criminal justice.
- developing a basic understanding of race, sex, color, religion, age, national origin, disability, marital status, status with regard to public assistance, sexual orientation, gender identification, and social class as related to criminal justice issues. This basic understanding should lead to tolerance, valuing differences, and leading to the acceptance of others.

Demonstrate integrative and applied learning, including:

- articulating the history and application of Criminal Justice with respect to Law Enforcement, as well as its relationship to the other social sciences.
- analyzing complex material, including constitutional law, State and Federal court rulings and having the ability to read and understand basic criminal justice related and court documents.
- applying concepts used in the Criminal Justice profession.

Upon completion of the program the student will be prepared to transfer to a baccalaureate program.

Degree Information

The Associate of Science (A.S.) degree is intended for students whose primary goal is to complete the credentials for a specific career and/or prepare for transfer to complete a bachelor's degree at a college or university with whom North Hennepin Community College has an articulation agreement. The A.S. degree provides a balance of general education courses and the required scientific, professional or technical courses in the degree program.

A student shall:

- Earn a minimum of 60 semester credits as required in the program, with a grade point average of 2.00 (C) or above in courses taken at North Hennepin Community College. Specific programs may have additional requirements or a higher minimum grade point average.
- Earn a minimum of 20 semester credits at North Hennepin Community College. A student must complete at least 50% of career specific courses at North Hennepin Community College.
- Earn 30 credits in at least 6 Minnesota Transfer Curriculum (MnTC) goal areas.
- Earn 30 professional/technical credits.
- Have four years to complete the graduation requirements as published in the catalog in effect at the time of their initial enrollment. Students taking more than four years to complete their graduation requirements may follow any catalog published during the four-year period preceding their graduation.

Completion of an A.S. degree fulfills the Goal Area 2 requirement of the Minnesota Transfer Curriculum (MnTC).

Developmental Courses

Some students may need preparatory course(s) in the areas of Math and/or English. Courses numbered below 1000 will not apply toward a degree.

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Career Opportunities

Information on careers, including salary and employment outlook data, is available on the [iseek](http://www.iseek.org) and Bureau of Labor Statistics websites: www.iseek.org and www.bls.gov.

1. 3 credits from The Humanities and Fine Arts (Goal Area 6): AMST1010(3), AMST1020(3), AMST2210(3), AMST2220(3), ARBC1030(3), ART1040(3), ART1101(3), ART1102(3), ART1160(3), ART1170(3), ART1270(3), ART1301(3), ART1302(3), ART1310(3), ART1320(3), ART1340(3), ART1341(3), ART1361(3), ART1362(3), ART1401(3), ART1402(3), ART1770(3), ART2180(3), ART2190(3), ART2300(2), ART2611(3), ART2612(3), ART2640(3), ART2740(1), ART2750(1), ART2780(1), ART2781(1), ART2782(1), ART2800(1), ART2820(1), ART2860(1), ART2900(1), ART2970(1), ENGL1150(3), ENGL1250(2), ENGL1400(3), ENGL1450(3), ENGL1900(3), ENGL1950(3), ENGL2010(3), ENGL2020(3), ENGL2030(3), ENGL2270(3), ENGL2310(3), ENGL2320(3), ENGL2330(3), ENGL2340(3), ENGL2350(3), ENGL2360(3), ENGL2370(3), ENGL2380(3), ENGL2390(3), ENGL2450(3), ENGL2460(3), ENGL2550(3), ENGL2560(3), ENGL2580(3), ENGL2950(3), GERM1030(3), INTD1030(3), MUSC1130(1), MUSC1160(1), MUSC1170(1), MUSC1200(3), MUSC1220(3), MUSC1241(3), MUSC1242(3), MUSC1300(3), MUSC1320(1), MUSC1350(3), MUSC1500(2), MUSC1501(2), MUSC1502(2), MUSC1510(1), MUSC1560(1), MUSC1600(2), MUSC1610(1), MUSC1800(2), MUSC1801(2), MUSC1802(2), MUSC1810(1), MUSC1870(1), MUSC2010(2), MUSC2170(3), MUSC2180(3), MUSC2241(3), MUSC2242(3), MUSC2970(1), PHIL1010(3), PHIL1020(3), PHIL1030(3), PHIL1040(3), PHIL1060(3), SPAN1030(3), TFT1200(3), TFT1210(3), TFT1250(3), TFT1260(3), TFT1270(3), TFT1280(3), TFT1310(3), TFT1320(3), TFT1350(3), TFT1500(3), TFT1510(3), TFT1520(3), TFT1531(3), TFT1532(3), TFT1540(3), TFT1600(1), TFT1610(1), TFT2010(3), TFT2950(1)
2. 4 credits from Natural Sciences or Mathematics/Logical Reasoning (Goal Area 3 or 4): ANTH1020(3), BIOL1000(4), BIOL1001(4), BIOL1002(4), BIOL1030(4), BIOL1101(4), BIOL1102(4), BIOL1120(3), BIOL1130(4), BIOL1160(4), BIOL1200(4), BIOL1350(3), BIOL1360(4), BIOL1610(1), BIOL1650(1), BIOL2020(4), BIOL2030(4), BIOL2100(4), BIOL2111(4), BIOL2112(4), CHEM1000(4), CHEM1010(4), CHEM1030(4), CHEM1061(4), CHEM1062(4), GEOG1010(3), GEOL1010(2), GEOL1020(2), GEOL1030(2), GEOL1040(2), GEOL1110(4), GEOL1120(4), GEOL1130(4), GEOL1150(4), GEOL1160(4), GEOL1850(3), GEOL1851(1), MATH1010(3), MATH1080(3), MATH1130(3), MATH1140(3), MATH1150(3), MATH1160(4), MATH1170(4), MATH1180(5), MATH1190(5), MATH1200(3), MATH1221(5), MATH1222(5), MATH2010(3), MATH2220(5), MATH2300(3), MATH2400(3), NSCI1000(4), NSCI1010(1), NSCI1020(1), NSCI1030(1), NSCI1050(4), NSCI1060(3), NSCI1061(1), NSCI1070(3), NSCI1071(1), NSCI1110(4), NSCI1120(4), PHIL1050(3), PHYS1000(4), PHYS1030(4), PHYS1050(4), PHYS1060(3), PHYS1061(1), PHYS1070(3), PHYS1120(4), PHYS1140(3), PHYS1201(5), PHYS1202(5), PHYS1400(3), PHYS1410(1), PHYS1450(3), PHYS1460(1), PHYS1601(5), PHYS1602(5)

AS: Law Enforcement 2013 - 2014

North Hennepin's Associate in Science degree program in Law Enforcement provides students with a broad analysis of the relationship between law and society as well as a thorough examination of the interrelationships, functions and operations of the different components of the criminal justice system. It is designed to provide preparation for a variety of entry-level positions in state, county and municipal law enforcement agencies. Students in this associate degree program are required to complete the "Professional Licensing Core" courses at the Law Enforcement Education Center (763-657-3700) to earn the degree. To qualify for admission to the Law Enforcement program, applicants must first meet certain criteria. Please consult a counselor or advisor in NHCC Counseling and Advising Center for more information.

Program Courses - Law Enforcement Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
22 credits from classes taken at the Law Enforcement Education Center:				
	Patrol Operations - 3 credits			
	Legal Issues in Law Enforcement - 3 credits			
	Law Enforcement Integrated Curriculum - 10 credits			
	Criminal and Traffic Codes - 3 credits			
	Crime Investigation - 3 credits			

Subtotal 22

General Education Courses - Program Prerequisite Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
To qualify for admission into the Law Enforcement Education Center at Hennepin Technical College, the following must be completed with a grade of C or better and a combined GPA of 2.5 or higher				
ENGL1201	College Writing I	4		
ENGL1202	College Writing II	2		
PSYC1165	Psychology of Adjustment	3		
SOC1110	Introduction to Sociology	3		
SOC1710	Introduction to Criminal Justice	3		
SOC1720	Police and Community	3		
SOC1730	Juvenile Justice	3		
SOC1750	Families in Crisis	3		
SOC2210	Minority Groups	3		

Subtotal 27

Program Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
PE1010	Physical Fitness	2		
HLTH1600	First Responder	3		

Subtotal 5

General Education Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
PHIL1020	Ethics	3		
COMM1110	Principles of Interpersonal Communication	3		

Subtotal 6

MnTC Electives

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
4 credits from The Humanities and Fine Arts (Goal Area 6)¹				
4 credits from Natural Sciences or Mathematics/Logical Reasoning (Goal Area 3 or 4)²				

Subtotal 8

Total Credits Required 68

Program Outcomes

Develop a foundation of essential knowledge about the cultural, social, and natural worlds, including:

- an understanding of the history, organization and functions of the criminal justice system including legal issues, the purpose and function of police, courts, and corrections.
- an understanding of political, cultural and social class forces which impact the police, suspects, victims, and other parties involved in law enforcement.

Develop intellectual and practical skills, including:

- communicating effectively in work situations.
- obtaining and refining the necessary skills in interpersonal communication, mathematics, basic crime statistics, and report writing, as these skills relate to public contact and criminal activity.
- utilizing the intellectual and practical skills necessary to represent a public agency in a professional manner during routine public contacts, high stress situations, and arrests.

Demonstrate personal and social responsibility, including:

- identifying career opportunities in public law enforcement and private security agencies and the attributes that employers are seeking and creating an understanding that employers often require continued higher education, citizenship, and service to others for initial placement and promotion.
- developing a basic understanding of race, sex, color, religion, age, national origin, disability, marital status, status with regard to public assistance, sexual orientation, gender identification, and social class as related to criminal justice issues. This basic understanding should lead to tolerance, valuing differences, and leading to the acceptance of others.

Demonstrate integrative and applied learning, including:

- articulating the history and application of Criminal Justice with respect to Law Enforcement, as well as its relationship to the other social sciences.
- understanding concepts used in the Law Enforcement profession and how they will be applied in the field.
- understanding techniques and strategies used in crime investigation, patrol operations, and daily police work.

Upon completion of the program, be prepared to transfer to a baccalaureate program.

Notes

Applicants to the theory-based courses of the "Professional Licensing Program" must complete the nine prerequisite courses, or their equivalent, with at least a "C" grade (2.00 on a 4.00 scale) in each course and a cumulative GPA of 2.5.

US citizenship is not required for admission to the "Professional Licensing Program;" however, applicants must be US citizens before being hired by a law enforcement agency.

Applicants may not be convicted of a crime that would prohibit them from being admitted to the law enforcement program under the rules of the Minnesota Board of Peace Officer Standards and Training (POST).

Degree Information

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- Earn a minimum of 20 semester credits at North Hennepin Community College. A student must complete at least 50% of career specific courses at North Hennepin Community College.
- Earn 30 credits in at least 6 Minnesota Transfer Curriculum (MnTC) goal areas.
- Earn 30 professional/technical credits.
- Have four years to complete the graduation requirements as published in the catalog in effect at the time of their initial enrollment. Students taking more than four years to complete their graduation requirements may follow any catalog published during the four-year period preceding their graduation.

Completion of an A.S. degree fulfills the Goal Area 2 requirement of the Minnesota Transfer Curriculum (MnTC).

Developmental Courses

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1. 4 credits from The Humanities and Fine Arts (Goal Area 6): AMST1010(3), AMST1020(3), AMST2210(3), AMST2220(3), ARBC1030(3), ART1040(3), ART1101(3), ART1102(3), ART1160(3), ART1170(3), ART1270(3), ART1301(3), ART1302(3), ART1310(3), ART1320(3), ART1340(3), ART1341(3), ART1361(3), ART1362(3), ART1401(3), ART1402(3), ART1770(3), ART2180(3), ART2190(3), ART2300(2), ART2611(3), ART2612(3), ART2640(3), ART2740(1), ART2750(1), ART2780(1), ART2781(1), ART2782(1), ART2800(1), ART2820(1), ART2860(1), ART2900(1), ART2970(1), ENGL1150(3), ENGL1250(2), ENGL1400(3), ENGL1450(3), ENGL1900(3), ENGL1950(3), ENGL2010(3), ENGL2020(3), ENGL2030(3), ENGL2270(3), ENGL2310(3), ENGL2320(3), ENGL2330(3), ENGL2340(3), ENGL2350(3), ENGL2360(3), ENGL2370(3), ENGL2380(3), ENGL2390(3), ENGL2450(3), ENGL2460(3), ENGL2550(3), ENGL2560(3), ENGL2580(3), ENGL2950(3), GERM1030(3), INTD1030(3), MUSC1130(1), MUSC1160(1), MUSC1170(1), MUSC1200(3), MUSC1220(3), MUSC1241(3), MUSC1242(3), MUSC1300(3), MUSC1320(1), MUSC1350(3), MUSC1500(2), MUSC1501(2), MUSC1502(2), MUSC1510(1), MUSC1560(1), MUSC1600(2), MUSC1610(1), MUSC1800(2), MUSC1801(2), MUSC1802(2), MUSC1810(1), MUSC1870(1), MUSC2010(2), MUSC2170(3), MUSC2180(3), MUSC2241(3), MUSC2242(3), MUSC2970(1), PHIL1010(3), PHIL1020(3), PHIL1030(3), PHIL1040(3), PHIL1060(3), SPAN1030(3), TFT1200(3), TFT1210(3), TFT1250(3), TFT1260(3), TFT1270(3), TFT1280(3), TFT1310(3), TFT1320(3), TFT1350(3), TFT1500(3), TFT1510(3), TFT1520(3), TFT1531(3), TFT1532(3), TFT1540(3), TFT1600(1), TFT1610(1), TFT2010(3), TFT2950(1)
2. 4 credits from Natural Sciences or Mathematics/Logical Reasoning (Goal Area 3 or 4): ANTH1020(3), BIOL1000(4), BIOL1001(4), BIOL1002(4), BIOL1030(4), BIOL1101(4), BIOL1102(4), BIOL1120(3), BIOL1130(4), BIOL1160(4), BIOL1200(4), BIOL1350(3), BIOL1360(4), BIOL1610(1), BIOL1650(1), BIOL2020(4), BIOL2030(4), BIOL2100(4), BIOL2111(4), BIOL2112(4), CHEM1000(4), CHEM1010(4), CHEM1030(4), CHEM1061(4), CHEM1062(4), GEOG1010(3), GEOL1010(2), GEOL1020(2), GEOL1030(2), GEOL1040(2), GEOL1110(4), GEOL1120(4), GEOL1130(4), GEOL1150(4), GEOL1160(4), GEOL1850(3), GEOL1851(1), MATH1010(3), MATH1080(3), MATH1130(3), MATH1140(3), MATH1150(3), MATH1160(4), MATH1170(4), MATH1180(5), MATH1190(5), MATH1200(3), MATH1221(5), MATH1222(5), MATH2010(3), MATH2220(5), MATH2300(3), MATH2400(3), NSCI1000(4), NSCI1010(1), NSCI1020(1), NSCI1030(1), NSCI1050(4), NSCI1060(3), NSCI1061(1), NSCI1070(3), NSCI1071(1), NSCI1110(4), NSCI1120(4), PHIL1050(3), PHYS1000(4), PHYS1030(4), PHYS1050(4), PHYS1060(3), PHYS1061(1), PHYS1070(3), PHYS1120(4), PHYS1140(3), PHYS1201(5), PHYS1202(5), PHYS1400(3), PHYS1410(1), PHYS1450(3), PHYS1460(1), PHYS1601(5), PHYS1602(5)

AAS: Histotechnology

2013 - 2014

This program is delivered by current certified practitioners in the field through evening classes, including a day shift internship component. Upon completion of this program, the student will be eligible to sit for the national certification examination. They will enter the health care team as a Histotechnician.

There is a formal application process that is separate from the college admission application.

BEFORE YOU APPLY - PREREQUISITES FOR ADMISSION TO THE PROGRAM:

1. Accuplacer Placement Tests 2. Chemistry Prerequisite 3. Minimum GPA Prerequisite

Note: Current enrollment in prerequisite courses does not meet application requirements. Applicants who meet only the application prerequisite/requirements at the time of application may receive provisional acceptance pending successful completion of Math 1150 College Algebra prior to starting in Histotechnology department courses.

1. Take Placement Tests - All applicants are required to take the Accuplacer placement to evaluate current competency and readiness for college-level courses. Visit the NHCC Testing Center website www.nhcc.edu/testing for more information including: practice questions, scheduling an appointment, & policies.

- Placement tests are required regardless of degree(s) held or coursework completed (no waivers accepted).
- Placement tests must be taken within the 3 years prior to your program application.
- All required coursework identified by the placement scores must be completed with a Pass/C grade or better after taking the test and prior to applying to the program.

In order to be ready to apply to the Histotechnology program, student must be college ready in Math (place into College Algebra - MATH1150 or higher); and Reading at college-level (no courses required); Ready for College Writing I (ENGL1201).

2. Chemistry Prerequisite - Applicants must have completed at minimum a full year of high school chemistry in the United States with a straight grade of "C" or higher OR a college-level Introduction to Chemistry (NHCC Chem 1010) with a straight grade of "C" or higher.

3. Minimum GPA Prerequisite - All College/Vocational-Technical Transcripts must include cumulative credits earned and grade point average. The minimum acceptable overall college GPA is 2.50. Minimum cumulative GPA in program-required math and science courses is 2.50.

If you have no college credits completed at the time of program application: High School Record must include final class rank percentile and grade point average. Applicants with only high school work must be at or above the 50% final class rank percentile (upper ½ of their class).

General Education Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
BIOL1001	Biology I	4		
BIOL1230	Medical Terminology I - Basics	1		
BIOL2111	Human Anatomy and Physiology I	4		
BIOL2112	Human Anatomy and Physiology II	4		
MATH1150	College Algebra	3		
CHEM1061	Principles of Chemistry I	4		
CHEM1062	Principles of Chemistry II	4		
ENGL1201	College Writing I	4		
COMM1110	Principles of Interpersonal Communication	3		

Subtotal 31

Program Courses - HTN Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
HTN1000	Clinical Laboratory Basics	1		
HTN1001	Histotechniques I	4		
HTN1002	Histotechniques II	2		
HTN2003	Histotechniques III	3		
HTN2100	Special Stains	4		
HTN2150	Special Procedures	2		
HTN2200	Histo-Anatomy	1		
HTN2300	Histology Clinical Experience	12		

Subtotal 29

Total Credits Required 60

Notes

Most Histotechnology courses are offered at Abbott Northwestern Hospital through an Evening Attendance option. The program concludes with a clinical component that is only offered on the day shift.

Program Accreditation

The Histotechnology Program is accredited by the:
National Accrediting Agency for Clinical Laboratory Sciences (NAACLS)
5600 N. River Road, Suite 720
Rosemont, IL 60018
773-714-8880

Program Outcomes

Knowledge of Human Cultures and the Physical and Natural World:

- Develop entry level histotechnology skills in a clinical setting to prepare them for the workplace.

Intellectual and Practical Skills:

- Develop and demonstrate professionalism and concern for the customer.
- Develop competence in the theoretical knowledge and technical skills necessary for proficient performance of clinical laboratory procedures
- Utilize effective interpersonal communication skills with customers and coworkers.
- Utilize effective written communication skills appropriate for the professional setting.
- Develop competence in the theoretical knowledge necessary to prepare for the national certification examination of the profession.

Personal and Social Responsibility and Engagement:

- Value participation in continuous professional development.
- Develop awareness of the role and responsibilities of the histotechnician as a member of the health care team.

Integrative and Applied Learning:

- Apply critical thinking skills to correlating laboratory findings and common disease processes.
- Apply critical thinking skills to learning new techniques and procedures.

Upon successful completion of the program, the student will be eligible to sit for the national certification examination.

Career Opportunities

Hospitals, Medical Clinics, Pharmaceutical Companies, Government Agencies, Chemical, and Industrial Companies, Medical Device Companies and Private Labs

Transfer Information

If you are planning on transferring to another institution, follow the guidelines available on our transfer resources web page to help you plan the process: [Transfer Information](#)

Career Opportunities

Information on careers, including salary and employment outlook data, is available on the iseek and Bureau of Labor Statistics websites: www.iseek.org and www.bls.gov.

Accreditation

North Hennepin Community College is accredited by the:
Higher Learning Commission of the North Central Association of Colleges and Schools
30 N. LaSalle Street, Suite 2400
Chicago, IL 60602-2504
1-800-621-7440

Degree Information

The Associate in Applied Science (A.A.S.) degree is intended for those students who plan to use the competence gained through their degree for immediate employment or enhancing current career skills. The A.A.S. degree includes a minimum of 20 semester credits in

general education selected from at least three of the ten goal areas of the Minnesota Transfer Curriculum (MnTC). The MnTC courses within the A.A.S. programs transfer to any Minnesota State College or University. Many of the A.A.S. degree programs have articulation agreements with four-year institutions for transfer of the program.

A student shall:

- Earn a minimum of 60-71 semester credits as required in the program with a grade point average of 2.00 (C) or above in courses taken at North Hennepin Community College. Specific programs may have additional requirements or a higher minimum grade point average.
- Earn a minimum of 20 semester credits at North Hennepin Community College.
- Earn 20 credits in at least 3 MnTC goal areas

Completion of an A.A.S. degree fulfills the Goal Area 2 requirement of the Minnesota Transfer Curriculum (MnTC).

Developmental Courses

Some students may need preparatory course(s) in the areas of Math and/or English. Courses numbered below 1000 will not apply toward a degree.

Equal Opportunity Employer and Disability Access Information

North Hennepin Community College is a member of Minnesota State Colleges and Universities system and an equal opportunity employer and educator. This document is available in alternative formats to individuals with disabilities by calling 763-493-0555 or through the Minnesota Relay Service at 1-800-627-3529.

AAS: Medical Laboratory Technology

2013 - 2014

This program is delivered by current certified practitioners in the field through day and evening classes, including a day shift internship component. Upon completion of this program, the student will be eligible to sit for the national certification examination. They will enter the health care team as a Medical Laboratory Technician.

There is a formal application process that is separate from the college admission application.

BEFORE YOU APPLY - PREREQUISITES FOR ADMISSION TO THE PROGRAM:

1) Accuplacer Placement Tests 2) Chemistry Prerequisite 3) Minimum GPA Prerequisite

Notes: Current enrollment in prerequisite courses does not meet application requirements. Applicants who meet only the application prerequisite/requirements at the time of application may receive provisional acceptance pending successful completion of Math 1150 College Algebra prior to starting in MLT department courses.

1. Take Placement Tests - All applicants are required to take the Accuplacer placement to evaluate current competency and readiness for college-level courses. Visit the NHCC Testing Center website www.nhcc.edu/testing for more information including: practice questions, scheduling an appointment, & policies.

- Placement tests are required regardless of degree(s) held or coursework completed (no waivers accepted).
- Placement tests must be taken within the 3 years prior to your program application.
- All required coursework identified by the placement scores must be completed with a Pass/C grade or better after taking the test and prior to applying to the program.

In order to be ready to apply to the MLT program, student must be college ready in Math (place into College Algebra - MATH1150 or higher); reading at college-level (no courses required); ready for College Writing I (ENGL1201)

2. Chemistry Prerequisite Applicants must have completed at minimum a full year of high school chemistry in the United States with a straight grade of "C" or higher OR a college level Introduction to Chemistry (NHCC Chem 1010) with a straight grade of "C" or higher.

3. Minimum GPA Prerequisite All College/Vocational-Technical Transcripts must include cumulative credits earned and grade point average. The minimum acceptable overall college GPA is 2.50. Minimum cumulative GPA in program required math and science courses is 2.50.

If you have no college credits completed at the time of program application: High School Record must include final class rank percentile and grade point average. Applicants with only high school work must be at or above the 50% final class rank percentile (upper ½ of their class).

General Education Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
BIOL1001	Biology I	4		
BIOL1120	Human Biology	3		
CHEM1061	Principles of Chemistry I	4		
CHEM1062	Principles of Chemistry II	4		
COMM1110	Principles of Interpersonal Communication	3		
ENGL1201	College Writing I	4		
MATH1150	College Algebra	3		
PHIL1020	Ethics	3		

Subtotal 28

Program Courses - MLT Didactic Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
MLT1000	Clinical Laboratory Basics	1		
MLT1100	Clinical Urinalysis/Body Fluids	2		
MLT1200	Clinical Laboratory Instrumentation	1		
MLT1250	Clinical Immunology	2		
MLT2050	Clinical Hematology	4		
MLT2080	Clinical Microbiology	4		
MLT2100	Clinical Chemistry	4		
MLT2150	Clinical Immunohematology	3		

Subtotal 21

Program Courses - MLT Clinical Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
MLT2310	Applied Phlebotomy	1		
MLT2320	Applied Hematology	2		
MLT2330	Applied Coagulation	1		
MLT2340	Applied Urinalysis	1		
MLT2350	Applied Microbiology	2		
MLT2360	Applied Immunohematology	2		
MLT2380	Applied Chemistry	2		

Subtotal 11

Total Credits Required 60

Program Outcomes

Knowledge of Human Cultures and the Physical and Natural World:

- Develop entry-level medical laboratory technology skills in a clinical setting to prepare them for the workplace.

Intellectual and Practical Skills:

- Develop and demonstrate professionalism and concern for the customer.
- Develop competence in the theoretical knowledge and technical skills necessary for proficient performance of clinical laboratory procedures.
- Utilize effective interpersonal communication skills with customers and coworkers.
- Utilize effective written communication skills appropriate for the professional setting.
- Develop competence in the theoretical knowledge necessary to prepare for the national certification examination of the profession.

Personal and Social Responsibility and Engagement:

- Value participation in continuous professional development.
- Develop awareness of the role and responsibilities of the medical laboratory technician as a member of the health care team.

Integrative and Applied Learning:

- Apply critical thinking skills to correlating laboratory findings and common disease processes.
- Apply critical thinking skills to learning new techniques and procedures.

Upon successful completion of the program, the student will be eligible to sit for the national certification examination.

Upon successful completion of the program, students may be eligible to transfer to the B.S. in Medical Laboratory Science program at St. Cloud State University.

Career Opportunities

Hospitals, Medical Clinics, Pharmaceutical Companies, Government Agencies, Chemical, and Industrial Companies, Medical Device Companies and Private Labs

Notes

Day or evening option for MLT didactic courses. The program concludes with a clinical component that is only offered on the day shift.

Program Accreditation

National Accrediting Agency for Clinical Laboratory Sciences (NAACLS)
5600 N. River Road, Suite 720
Rosemont, IL 60018
773-714-8880

Transfer Information

If you are planning on transferring to another institution, follow the guidelines available on our transfer resources web page to help you plan the process: [Transfer Information](#)

Career Opportunities

Information on careers, including salary and employment outlook data, is available on the [iseek](http://www.iseek.org) and Bureau of Labor Statistics websites: www.iseek.org and www.bls.gov.

Accreditation

North Hennepin Community College is accredited by the:
Higher Learning Commission of the North Central Association of Colleges and Schools
30 N. LaSalle Street, Suite 2400
Chicago, IL 60602-2504
1-800-621-7440

Degree Information

The Associate in Applied Science (A.A.S.) degree is intended for those students who plan to use the competence gained through their degree for immediate employment or enhancing current career skills. The A.A.S. degree includes a minimum of 20 semester credits in general education selected from at least three of the ten goal areas of the Minnesota Transfer Curriculum (MnTC). The MnTC courses within the A.A.S. programs transfer to any Minnesota State College or University. Many of the A.A.S. degree programs have articulation agreements with four-year institutions for transfer of the program.

A student shall:

- Earn a minimum of 60-71 semester credits as required in the program with a grade point average of 2.00 (C) or above in courses taken at North Hennepin Community College. Specific programs may have additional requirements or a higher minimum grade point average.
- Earn a minimum of 20 semester credits at North Hennepin Community College.
- Earn 20 credits in at least 3 MnTC goal areas

Completion of an A.A.S. degree fulfills the Goal Area 2 requirement of the Minnesota Transfer Curriculum (MnTC).

Developmental Courses

Some students may need preparatory course(s) in the areas of Math and/or English. Courses numbered below 1000 will not apply toward a degree.

Equal Opportunity Employer and Disability Access Information

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AS: Nursing 2013 - 2014

The mission of the North Hennepin Community College Nursing Program is to prepare associate degree nurses who value and provide service as safe, competent and caring members of the nursing profession. Upon satisfactory completion of the graduation criteria stated in Nursing Program policies, the student will be eligible to receive the Associate of Science degree and be qualified for recommendation to write the National Council Licensure Examination for Registered Nurses ®. In order to qualify for licensure, graduates must satisfy the requirements stated by the Minnesota Board of Nursing.

The Nursing A.S. Standard Option is designed to be completed in two years, however, it is recommended that students pursue the general education and supporting science courses first, making them more a competitive applicant for the Nursing Program.

Application Information

A separate application process is required prior to taking nursing courses. More information on the application process and requirements is available online at www.nhcc.edu/nursing.

The day attendance option: Nursing courses are offered Monday through Friday between 7:00 a.m. to 5:30 p.m. depending on the day. See the current class schedule for an example of current class time requirements. Class and/or clinical requirements (e.g., Service Learning, group projects, simulation) may occur outside of scheduled times.

The evening-weekend attendance option: Nursing courses are generally offered two evenings a week with clinical or laboratory experiences scheduled for every other weekend on Saturday and Sunday. Class and/or clinical requirements (e.g., Service Learning, group projects, simulation) may occur outside of scheduled times.

Applicants may seek admission to only one of the attendance options. One class of students for each option begins their nursing course sequence each fall semester.

Nursing Program Application Prerequisites: (see the Advising Sheet for more detailed information at www.nhcc.edu/nursing)

- Completion of High School Chemistry taken in the United States (at least 1/2 year) with a "C" or better OR college level chemistry (Chem 1010) with a "C" or better.
- All applicants are required to take the MNSCU assessment in reading, writing, math (CPT) tests regardless of degree(s) held or coursework completed. Assessment test must be taken within three years prior to your nursing application. Applicants who have not completed grades 5-12 at a United States Junior and Senior High School will complete a specific version (ESOL) of the assessment test.
- Students must have a 2.5 cumulative grade point average in biology courses required in the nursing curriculum and a 2.5 cumulative grade point average in the general education courses required in the nursing curriculum.

Meeting these minimum requirements does not guarantee admission to the program. Check www.nhcc.edu/nursing for admission selection criteria.

Note: To participate in nursing clinical experiences, certification in CPR for the healthcare provider, immunizations and criminal background checks must remain current. Upon acceptance to the nursing program a student would receive more information on these requirements.

Admissions policies are subject to change. Applications will be accepted under the terms in place at the time an application is received. It is the responsibility of the student to keep up-to-date on any changes which may affect their qualifications for acceptance.

General Education Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
BIOL1001	Biology I	4		
BIOL2100	Microbiology	4		
BIOL2111	Human Anatomy and Physiology I	4		
BIOL2112	Human Anatomy and Physiology II	4		
ENGL1201	College Writing I	4		
PSYC1150	General Psychology	3		
SOC1110	Introduction to Sociology	3		
COMM1110	Principles of Interpersonal Communication	3		

Subtotal 29

MnTC Electives

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
3 credits from The Humanities and Fine Arts (Goal Area 6)¹				

Subtotal 3

Program Courses - Nursing Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
NURS1211	Foundations in Nursing	5		
NURS1212	Provider of Care I	5		
NURS1213	Health Assessment in Nursing	3		
NURS1214	Principles of Pharmacology in Nursing Practice	3		
NURS2211	Provider of Care II	8		
NURS2212	Manager of Care and Member of the Discipline of Nursing	8		

Subtotal 32

Total Credits Required 64

Program Outcomes

Knowledge of Human Cultures and the Physical and Natural World:

- Assisting clients in meeting needs by implementing nursing behaviors and actions based on knowledge and understanding of the natural and behavioral sciences, nursing theory and research and past nursing experiences
- Conducting Nursing interventions that are compassionate, nurturing, protective and client-centered creating an environment of hope and trust.

Intellectual and Practical Skills:

- Utilizing critical thinking and evidenced-based information as the foundation for clinical decision making.
- Using effective personal, professional and therapeutic communication processes.
- Promoting, restoring and maintaining health and reducing risk through use of the teaching-learning process in collaboration with the client, significant support person(s) and the healthcare team.
- Collaborating with the client, significant support person(s), peers, and other members of the health care team and community agencies to meet client needs and assist the client toward desired outcomes.

Personal and Social Responsibility and Engagement:

- Adhering to standards of professional practice.
- Is accountable for her /his own actions and behaviors.
- Practicing nursing within legal, ethical and regulatory frameworks.
- Exhibiting professional behaviors including valuing the profession of nursing and participating in ongoing professional development.

Integrative and Applied Learning:

- Relying upon the collection, analysis and synthesis of relevant data for the appraisal of a client's health status and to meet a client's changing needs.
- Managing care through the efficient, effective use of human, physical, financial and technological resources to meet client needs and support organizational outcomes.

Be qualified for recommendation to write the National Council Licensure Examination for Registered Nurses ®. In order to qualify for licensure, graduates must satisfy the requirements stated by the Minnesota Board of Nursing.

Notes

Sequences and Prerequisites - Courses are planned to build upon previous course work. Therefore, the following sequence of courses is required; however, it is recommended that a student pursue the general education and supporting science courses first, to be a competitive applicant for the Nursing Program. Note: High school chemistry and algebra are recommended prior to Biology 1001.

- Biology 1001 is taken prior to Biology 2111, Biology 2100 and Nursing 1211
- Biology 2111 is taken concurrently or prior to Nursing 1211
- Biology 2112 is taken concurrently or prior to Nursing 1212
- Biology 2112 is taken concurrently or prior to Nursing 1214
- Biology 2100 is taken before entering 2nd year nursing courses
- Speech 1110 is taken concurrently or prior to Nursing 1211
- Psychology 1150 is taken concurrently or prior to Nursing 1212
- English 1201 and Sociology 1110 are taken concurrently or prior to Nursing 2211
- Nursing courses are taken in sequence: 1211, 1213, 1212, 1214, 2211, 2212

Progression and Graduation Requirements

- Each nursing course must be completed with a C or better for progression to the next nursing course.
- A 2.5 cumulative grade point average in biology courses required in the nursing curriculum must be maintained. Additionally, a 2.5 cumulative grade point average in all general education courses required in the nursing curriculum must be maintained.
- To graduate, students must earn a minimum of 64 credits of the nursing curriculum.
- To graduate, students must have 40 hours of service learning.

Note: Minnesota law requires that any person who provides services that involve direct contact with patients and residents at a health

care facility licensed by the Minnesota Department of Health must have a background study conducted by the state. An individual who is disqualified from having direct patient contact as a result of the background study and whose disqualification is not set aside by the Commissioner of Health, will not be permitted to participate in a clinical placement in a Minnesota licensed health care facility. Failure to participate in a clinical placement required by the academic program could result in ineligibility to qualify for a degree in this program.

Students interested in pursuing a baccalaureate degree in nursing after acquiring their associate degree are strongly encouraged to seek information on specific baccalaureate programs from counselors or the Health Career Advisor in the Counseling Center at the College. This information can be utilized in determining which electives to complete to facilitate articulating with the selected program.

Degree Information

The Associate of Science (A.S.) degree is intended for students whose primary goal is to complete the credentials for a specific career and/or prepare for transfer to complete a bachelor's degree at a college or university with whom North Hennepin Community College has an articulation agreement. The A.S. degree provides a balance of general education courses and the required scientific, professional or technical courses in the degree program.

A student shall:

- Earn a minimum of 60 semester credits as required in the program, with a grade point average of 2.00 (C) or above in courses taken at North Hennepin Community College. Specific programs may have additional requirements or a higher minimum grade point average.
- Earn a minimum of 20 semester credits at North Hennepin Community College. A student must complete at least 50% of career specific courses at North Hennepin Community College.
- Earn 30 credits in at least 6 Minnesota Transfer Curriculum (MnTC) goal areas.
- Earn 30 professional/technical credits.
- Have four years to complete the graduation requirements as published in the catalog in effect at the time of their initial enrollment. Students taking more than four years to complete their graduation requirements may follow any catalog published during the four-year period preceding their graduation.

Completion of an A.S. degree fulfills the Goal Area 2 requirement of the Minnesota Transfer Curriculum (MnTC).

Developmental Courses

Some students may need preparatory course(s) in the areas of Math and/or English. Courses numbered below 1000 will not apply toward a degree.

Equal Opportunity Employer and Disability Access Information

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Transfer Information

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Accreditation

North Hennepin Community College is accredited by the:
Higher Learning Commission of the North Central Association of Colleges and Schools
30 N. LaSalle Street, Suite 2400
Chicago, IL 60602-2504
1-800-621-7440

Career Opportunities

Information on careers, including salary and employment outlook data, is available on the [iseek](http://www.iseek.org) and Bureau of Labor Statistics websites: www.iseek.org and www.bls.gov.

1. 3 credits from The Humanities and Fine Arts (Goal Area 6): AMST1010(3), AMST1020(3), AMST2210(3), AMST2220(3), ARBC1030(3), ART1040(3), ART1101(3), ART1102(3), ART1160(3), ART1170(3), ART1270(3), ART1301(3), ART1302(3), ART1310(3), ART1320(3), ART1340(3), ART1341(3), ART1361(3), ART1362(3), ART1401(3), ART1402(3), ART1770(3), ART2180(3), ART2190(3), ART2300(2), ART2611(3), ART2612(3), ART2640(3), ART2740(1), ART2750(1), ART2780(1), ART2781(1), ART2782(1), ART2800(1), ART2820(1), ART2860(1), ART2900(1), ART2970(1), ENGL1150(3), ENGL1250(2), ENGL1400(3), ENGL1450(3), ENGL1900(3), ENGL1950(3), ENGL2010(3), ENGL2020(3), ENGL2030(3), ENGL2270(3), ENGL2310(3), ENGL2320(3), ENGL2330(3), ENGL2340(3), ENGL2350(3), ENGL2360(3), ENGL2370(3), ENGL2380(3), ENGL2390(3), ENGL2450(3), ENGL2460(3), ENGL2550(3), ENGL2560(3), ENGL2580(3), ENGL2950(3), GERM1030(3), INTD1030(3), MUSC1130(1), MUSC1160(1), MUSC1170(1), MUSC1200(3), MUSC1220(3), MUSC1241(3), MUSC1242(3), MUSC1300(3), MUSC1320(1), MUSC1350(3), MUSC1500(2), MUSC1501(2), MUSC1502(2),

MUSC1510(1), MUSC1560(1), MUSC1600(2), MUSC1610(1), MUSC1800(2), MUSC1801(2), MUSC1802(2), MUSC1810(1), MUSC1870(1), MUSC2010(2), MUSC2170(3), MUSC2180(3), MUSC2241(3), MUSC2242(3), MUSC2970(1), PHIL1010(3), PHIL1020(3), PHIL1030(3), PHIL1040(3), PHIL1060(3), SPAN1030(3), TFT1200(3), TFT1210(3), TFT1250(3), TFT1260(3), TFT1270(3), TFT1280(3), TFT1310(3), TFT1320(3), TFT1350(3), TFT1500(3), TFT1510(3), TFT1520(3), TFT1531(3), TFT1532(3), TFT1540(3), TFT1600(1), TFT1610(1), TFT2010(3), TFT2950(1)

AS: Nursing Mobility

2013 - 2014

The mission of the North Hennepin Community College Nursing Program is to prepare associate degree nurses who value and provide service as safe, competent and caring members of the nursing profession. Upon satisfactory completion of the graduation criteria stated in Nursing Program policies, the student will be eligible to receive the Associate of Science degree and be qualified for recommendation to write the National Council Licensure Examination for Registered Nurses ®. In order to qualify for licensure, graduates must satisfy the requirements stated by the Minnesota Board of Nursing.

The Nursing A.S. Mobility Option is designed for graduates from Practical Nursing programs approved by the Minnesota Board of Nursing or the approving agency in other states. It builds on the foundation provided in the practical nursing curriculum. The major difference between this option and the pathway through the Standard Option Associate Degree Nursing Program is the replacement of first-year nursing courses with a single transition course.

Application Information

A separate application process is required prior to taking nursing courses. More information on the application process and requirements is available online at www.nhcc.edu/nursing.

The day attendance option: Nursing courses are offered Monday through Friday between 7:00 a.m. to 5:30 p.m. depending on the day. See the current class schedule for an example of current class time requirements. Class and/or clinical requirements (e.g., Service Learning, group projects, simulation) may occur outside of scheduled times.

The evening-weekend attendance option: Nursing courses are generally offered two evenings a week with clinical or laboratory experiences scheduled for every other weekend on Saturday and Sunday. Class and/or clinical requirements (e.g., Service Learning, group projects, simulation) may occur outside of scheduled times.

Applicants may seek admission to only one of the attendance options. One class of students for each option begins their nursing course sequence each summer semester.

Nursing Program Application Prerequisites: (see the Advising Sheet for more detailed information at www.nhcc.edu/nursing)

- Be a graduate, (or pending graduation by August 15) of a state-approved practical nursing program. Be licensed as a practical nurse, active status or pending licensure by August 15.
- Completion of High School Chemistry taken in the United States (at least 1/2 year) with a "C" or better OR college level chemistry (Chem 1010) with a "C" or better.
- All applicants are required to take the MNSCU assessment in reading, writing, math (CPT) tests regardless of degree(s) held or coursework completed. Assessment test must be taken within three years prior to your nursing application. Applicants who have not completed grades 5-12 at a United States Junior and Senior High School will complete a specific version (ESOL) of the assessment test.
- Students must have a 2.5 cumulative grade point average in biology courses required in the nursing curriculum and a 2.5 cumulative grade point average in the general education courses required in the nursing curriculum.

Meeting these minimum requirements does not guarantee admission to the program. Check www.nhcc.edu/nursing for admission selection criteria.

Note: To participate in nursing clinical experiences, certification in CPR for the healthcare provider, immunizations and criminal background checks must remain current. Upon acceptance to the nursing program a student would receive more information on these requirements.

Admissions policies are subject to change. Applications will be accepted under the terms in place at the time an application is received. It is the responsibility of the student to keep up-to-date on any changes which may affect their qualifications for acceptance.

Program Courses

General Education Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
BIOL1001	Biology I	4		
BIOL2100	Microbiology	4		
BIOL2111	Human Anatomy and Physiology I	4		
BIOL2112	Human Anatomy and Physiology II	4		
COMM1110	Principles of Interpersonal Communication	3		
ENGL1201	College Writing I	4		
PSYC1150	General Psychology	3		
SOC1110	Introduction to Sociology	3		

Subtotal 29

MnTC Electives

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
3 credits from The Humanities and Fine Arts (Goal Area 6)¹				

Subtotal 3

Program Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
12 credits from Practical Nursing Courses:				
NURS1220	Nursing Transition	4		
NURS2211	Provider of Care II	8		
NURS2212	Manager of Care and Member of the Discipline of Nursing	8		

Subtotal 32

Total Credits Required 64

Program Outcomes

Knowledge of Human Cultures and the Physical and Natural World:

- Assisting clients in meeting needs by implementing nursing behaviors and actions based on knowledge and understanding of the natural and behavioral sciences, nursing theory and research and past nursing experiences
- Conducting Nursing interventions that are compassionate, nurturing, protective and client-centered creating an environment of hope and trust.

Intellectual and Practical Skills:

- Utilizing critical thinking and evidenced-based information as the foundation for clinical decision making.
- Using effective personal, professional and therapeutic communication processes.
- Promoting, restoring and maintaining health and reducing risk through use of the teaching-learning process in collaboration with the client, significant support person(s) and the healthcare team.
- Collaborating with the client, significant support person(s), peers, and other members of the health care team and community agencies to meet client needs and assist the client toward desired outcomes.

Personal and Social Responsibility and Engagement:

- Adhering to standards of professional practice.
- Is accountable for her /his own actions and behaviors.
- Practicing nursing within legal, ethical and regulatory frameworks.
- Exhibiting professional behaviors including valuing the profession of nursing and participating in ongoing professional development.

Integrative and Applied Learning:

- Relying upon the collection, analysis and synthesis of relevant data for the appraisal of a client's health status and to meet a client's changing needs.
- Managing care through the efficient, effective use of human, physical, financial and technological resources to meet client needs and support organizational outcomes.

Be qualified for recommendation to write the National Council Licensure Examination for Registered Nurses ®. In order to qualify for licensure, graduates must satisfy the requirements stated by the Minnesota Board of Nursing.

Notes

Sequences and Prerequisites - The Nursing A.S. Mobility Option is designed so nursing courses can be completed in one year (summer, fall, and spring semester). Courses are planned to build upon previous course work. Therefore, the following sequence of courses is required. Note: High school chemistry and algebra are recommended prior to Biology 1001

- Mobility students take Biol 1001, Biol 2100, Biol 2111, Biol 2112, Spch 1110, and Psyc 1150 prior to the transition course (Nursing 1220) and before entering the second year of the program.
- Biology 1001 is taken prior to Biology 2111 and Biology 2100
- Biology 2111 is taken prior to Biology 2112
- Biol 1001, Biol 2100, Biol 2111, Biol 2112, Spch 1110, and Psyc 1150 are taken prior to Nurs 1220
- English 1201 and Sociology 1110 are taken concurrently or prior to Nursing 2211
- Nursing courses are taken in sequence: 1220 - 2211 - 2212

Progression and Graduation Requirements

- Each nursing course must be completed with a C or better for progression to the next nursing course.
- A 2.5 cumulative grade point average in biology courses required in the nursing curriculum must be maintained.
- Additionally, a 2.5 cumulative grade point average in all general education courses required in the nursing curriculum must be maintained.
- To graduate, students must earn a minimum of 64 credits of the nursing curriculum.
- To graduate, students must have 20 hours of service learning.

Note: Minnesota law requires that any person who provides services that involve direct contact with patients and residents at a health care facility licensed by the Minnesota Department of Health must have a background study conducted by the state. An individual who is disqualified from having direct patient contact as a result of the background study and whose disqualification is not set aside by the Commissioner of Health, will not be permitted to participate in a clinical placement in a Minnesota licensed health care facility. Failure to participate in a clinical placement required by the academic program could result in ineligibility to qualify for a degree in this program.

Students interested in pursuing a baccalaureate degree in nursing after acquiring their associate degree are strongly encouraged to seek information on specific baccalaureate programs from counselors or the Health Career Advisor in the Counseling Center at the College. This information can be utilized in determining which electives to complete to facilitate articulating with the selected program.

Program Accreditation

National League for Nursing Accrediting Commission
3343 Peachtree Road NE
Atlanta, GA 30326
404-975-5000
and approved by the Minnesota Board of Nursing
2829 University Avenue SE, Suite 500
Minneapolis, MN 55414

Degree Information

The Associate of Science (A.S.) degree is intended for students whose primary goal is to complete the credentials for a specific career and/or prepare for transfer to complete a bachelor's degree at a college or university with whom North Hennepin Community College has an articulation agreement. The A.S. degree provides a balance of general education courses and the required scientific, professional or technical courses in the degree program.

A student shall:

- Earn a minimum of 60 semester credits as required in the program, with a grade point average of 2.00 (C) or above in courses taken at North Hennepin Community College. Specific programs may have additional requirements or a higher minimum grade point average.
- Earn a minimum of 20 semester credits at North Hennepin Community College. A student must complete at least 50% of career specific courses at North Hennepin Community College.
- Earn 30 credits in at least 6 Minnesota Transfer Curriculum (MnTC) goal areas.
- Earn 30 professional/technical credits.
- Have four years to complete the graduation requirements as published in the catalog in effect at the time of their initial enrollment. Students taking more than four years to complete their graduation requirements may follow any catalog published during the four-year period preceding their graduation.

Completion of an A.S. degree fulfills the Goal Area 2 requirement of the Minnesota Transfer Curriculum (MnTC).

Developmental Courses

Some students may need preparatory course(s) in the areas of Math and/or English. Courses numbered below 1000 will not apply toward a degree.

Equal Opportunity Employer and Disability Access Information

North Hennepin Community College is a member of Minnesota State Colleges and Universities system and an equal opportunity employer and educator. This document is available in alternative formats to individuals with disabilities by calling 763-493-0555 or through the Minnesota Relay Service at 1-800-627-3529.

Transfer Information

If you are planning on transferring to another institution, follow the guidelines available on our transfer resources web page to help you plan the process: [Transfer Information](#)

Accreditation

North Hennepin Community College is accredited by the:
Higher Learning Commission of the North Central Association of Colleges and Schools
30 N. LaSalle Street, Suite 2400
Chicago, IL 60602-2504
1-800-621-7440

Career Opportunities

Information on careers, including salary and employment outlook data, is available on the iseek and Bureau of Labor Statistics websites: www.iseek.org and www.bls.gov.

1. 3 credits from The Humanities and Fine Arts (Goal Area 6): AMST1010(3), AMST1020(3), AMST2210(3), AMST2220(3), ARBC1030(3), ART1040(3), ART1101(3), ART1102(3), ART1160(3), ART1170(3), ART1270(3), ART1301(3), ART1302(3), ART1310(3), ART1320(3), ART1340(3), ART1341(3), ART1361(3), ART1362(3), ART1401(3), ART1402(3), ART1770(3), ART2180(3), ART2190(3), ART2300(2), ART2611(3), ART2612(3), ART2640(3), ART2740(1), ART2750(1), ART2780(1), ART2781(1), ART2782(1), ART2800(1), ART2820(1), ART2860(1), ART2900(1), ART2970(1), ENGL1150(3), ENGL1250(2), ENGL1400(3), ENGL1450(3), ENGL1900(3), ENGL1950(3), ENGL2010(3), ENGL2020(3), ENGL2030(3), ENGL2270(3), ENGL2310(3), ENGL2320(3), ENGL2330(3), ENGL2340(3), ENGL2350(3), ENGL2360(3), ENGL2370(3), ENGL2380(3), ENGL2390(3), ENGL2450(3), ENGL2460(3), ENGL2550(3), ENGL2560(3), ENGL2580(3), ENGL2950(3), GERM1030(3), INTD1030(3), MUSC1130(1), MUSC1160(1), MUSC1170(1), MUSC1200(3), MUSC1220(3), MUSC1241(3), MUSC1242(3), MUSC1300(3), MUSC1320(1), MUSC1350(3), MUSC1500(2), MUSC1501(2), MUSC1502(2), MUSC1510(1), MUSC1560(1), MUSC1600(2), MUSC1610(1), MUSC1800(2), MUSC1801(2), MUSC1802(2), MUSC1810(1), MUSC1870(1), MUSC2010(2), MUSC2170(3), MUSC2180(3), MUSC2241(3), MUSC2242(3), MUSC2970(1), PHIL1010(3), PHIL1020(3), PHIL1030(3), PHIL1040(3), PHIL1060(3), SPAN1030(3), TFT1200(3), TFT1210(3), TFT1250(3), TFT1260(3), TFT1270(3), TFT1280(3), TFT1310(3), TFT1320(3), TFT1350(3), TFT1500(3), TFT1510(3), TFT1520(3), TFT1531(3), TFT1532(3), TFT1540(3), TFT1600(1), TFT1610(1), TFT2010(3), TFT2950(1)

AS: Individualized Studies

2013 - 2014

The Associate of Science in Individualized Studies is designed for students who are currently working or have experience in a professional career. The student-defined curriculum is designed to offer students the opportunity to develop career-related goals and pursue a program which is uniquely special and focuses on educational and professional development. There is a separate application required for this degree program.

Program Courses - Planning Course

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
PLA1010	Individualized Studies Development	2		

Subtotal 2

Program Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
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25 credits are designed by the student to fit their career goals:

The 25 credits can be earned in the following ways: NHCC courses, prior learning assessment, internships, transfer credits or ACE Equivalencies. The guidelines are as follows: A minimum of 13 program area credits must be earned in NHCC courses and/or prior learning assessment. No more than 12 credits may be applied to this area from transfer credits (additional transfer credits, however, may still be used as General Education credits) from accredited institutions or ACE equivalencies. Selection of courses in this category should be based on articulation agreements with the college you plan to transfer. Plan carefully if you are transferring for a baccalaureate degree. ** St. Cloud State University requires completion of a wellness course for graduation. PE/HLTH 1250 transfers to meet the requirement.

Subtotal 25

Program Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
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1 course from CIS1000 or CIS1101:

CIS1000	Electronic Keyboarding Communications <i>or</i>	3		
CIS1101	Business Computer Systems I	3		

Subtotal 3

General Education Courses

General Education Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
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ENGL1201	College Writing I	4		
ENGL1202	College Writing II	2		

1 course from COMM1010 or COMM1110:

COMM1010	Fundamentals of Public Speaking <i>or</i>	3		
COMM1110	Principles of Interpersonal Communication	3		

Subtotal 9

MnTC Electives

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
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3 credits from Natural Sciences or Mathematics/Logical Reasoning (Goal Area 3 or 4)¹

3 credits from History and the Social and Behavioral Sciences (Goal Area 5)²

3 credits from The Humanities and Fine Arts (Goal Area 6)³

3 credits from MnTC Electives Goal Areas 7, 8, 9 or 10⁴

9 credits from additional MnTC Electives⁵

Subtotal 21

Total Credits Required 60

Program Outcomes

Knowledge of Human Cultures and the Physical and Natural World

- Develop a background of essential knowledge about the cultural, social, and natural worlds particularly in relationship to one's educational and/or career objectives.

Intellectual and Practical Skills

- Use clear and effective communication skills.
- Understand the relationship between chosen course work and career goals.
- Apply critical thought to problems and situations
- Develop computer skills necessary for personal use and a competitive job market.

Personal and Social Responsibility and Engagement

- Create plans and actualize goals for achieving personal, educational and/or career objectives.

Integrative and Applied Learning

- Effectively utilize the components of credit for prior learning to make educated decisions regarding future higher education goals.
- Plan and execute a program focus that matches career goals and/or further education goals and provides a liberal arts background.

Degree Information

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- Earn 30 professional/technical credits.
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30 N. LaSalle Street, Suite 2400
Chicago, IL 60602-2504
1-800-621-7440

Career Opportunities

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- 3 credits from Natural Sciences or Mathematics/Logical Reasoning (Goal Area 3 or 4): ANTH1020(3), BIOL1000(4), BIOL1001(4), BIOL1002(4), BIOL1030(4), BIOL1101(4), BIOL1102(4), BIOL1120(3), BIOL1130(4), BIOL1160(4), BIOL1200(4), BIOL1350(3), BIOL1360(4), BIOL1610(1), BIOL1650(1), BIOL2020(4), BIOL2030(4), BIOL2100(4), BIOL2111(4), BIOL2112(4), CHEM1000(4), CHEM1010(4), CHEM1030(4), CHEM1061(4), CHEM1062(4), GEOG1010(3), GEOL1010(2), GEOL1020(2), GEOL1030(2), GEOL1040(2), GEOL1110(4), GEOL1120(4), GEOL1130(4), GEOL1150(4), GEOL1160(4), GEOL1850(3), GEOL1851(1), MATH1010(3), MATH1080(3), MATH1130(3), MATH1140(3), MATH1150(3), MATH1160(4), MATH1170(4), MATH1180(5), MATH1190(5), MATH1200(3), MATH1221(5), MATH1222(5), MATH2010(3), MATH2220(5), MATH2300(3), MATH2400(3), NSCI1000(4), NSCI1010(1), NSCI1020(1), NSCI1030(1), NSCI1050(4), NSCI1060(3), NSCI1061(1), NSCI1070(3), NSCI1071(1), NSCI1110(4), NSCI1120(4), PHIL1050(3), PHYS1000(4), PHYS1030(4), PHYS1050(4), PHYS1060(3), PHYS1061(1), PHYS1070(3), PHYS1120(4), PHYS1140(3), PHYS1201(5), PHYS1202(5), PHYS1400(3), PHYS1410(1), PHYS1450(3), PHYS1460(1), PHYS1601(5), PHYS1602(5)
- 3 credits from History and the Social and Behavioral Sciences (Goal Area 5): ANTH1010(3), ANTH1130(3), ECON1050(3), ECON1060(3), ECON1070(3), HIST1010(3), HIST1020(3), HIST1030(3), HIST1110(3), HIST1120(3), HIST1130(3), HIST1140(3), HIST1200(3), HIST1210(3), HIST1220(3), HIST1240(3), HIST1270(3), HIST1700(3), HIST1800(3), HIST2500(3), HIST2600(3), HIST2700(3), POLS1100(3), POLS1140(3), POLS1600(3), POLS1700(3), POLS2130(3), PSYC1110(3), PSYC1150(3), PSYC1165(3), PSYC1170(3), PSYC1210(3), PSYC1220(3), PSYC2320(3), PSYC2330(3), PSYC2340(3), PSYC2350(3), SOC1110(3), SOC1710(3), SOC1750(3), SOC2110(3), SOC2200(3), SOC2210(3), SOC2410(3), SOC2730(3)
- 3 credits from The Humanities and Fine Arts (Goal Area 6): AMST1010(3), AMST1020(3), AMST2210(3), AMST2220(3), ARBC1030(3), ART1040(3), ART1101(3), ART1102(3), ART1160(3), ART1170(3), ART1270(3), ART1301(3), ART1302(3), ART1310(3), ART1320(3), ART1340(3), ART1341(3), ART1361(3), ART1362(3), ART1401(3), ART1402(3), ART1770(3), ART2180(3), ART2190(3), ART2300(2), ART2611(3), ART2612(3), ART2640(3), ART2740(1), ART2750(1), ART2780(1), ART2781(1), ART2782(1), ART2800(1), ART2820(1), ART2860(1), ART2900(1), ART2970(1), ENGL1150(3), ENGL1250(2), ENGL1400(3), ENGL1450(3), ENGL1900(3), ENGL1950(3), ENGL2010(3), ENGL2020(3), ENGL2030(3), ENGL2270(3), ENGL2310(3), ENGL2320(3), ENGL2330(3), ENGL2340(3), ENGL2350(3), ENGL2360(3), ENGL2370(3), ENGL2380(3), ENGL2390(3), ENGL2450(3), ENGL2460(3), ENGL2550(3), ENGL2560(3), ENGL2580(3), ENGL2950(3), GERM1030(3), INTD1030(3), MUSC1130(1), MUSC1160(1), MUSC1170(1), MUSC1200(3), MUSC1220(3), MUSC1241(3), MUSC1242(3), MUSC1300(3), MUSC1320(1), MUSC1350(3), MUSC1500(2), MUSC1501(2), MUSC1502(2), MUSC1510(1), MUSC1560(1), MUSC1600(2), MUSC1610(1), MUSC1800(2), MUSC1801(2), MUSC1802(2), MUSC1810(1), MUSC1870(1), MUSC2010(2), MUSC2170(3), MUSC2180(3), MUSC2241(3), MUSC2242(3), MUSC2970(1), PHIL1010(3), PHIL1020(3), PHIL1030(3), PHIL1040(3), PHIL1060(3), SPAN1030(3), TFT1200(3), TFT1210(3), TFT1250(3), TFT1260(3), TFT1270(3), TFT1280(3), TFT1310(3), TFT1320(3), TFT1350(3), TFT1500(3), TFT1510(3), TFT1520(3), TFT1531(3), TFT1532(3), TFT1540(3), TFT1600(1), TFT1610(1), TFT2010(3), TFT2950(1)
- 3 credits from MnTC Electives Goal Areas 7, 8, 9 or 10: AMST1010(3), AMST1020(3), AMST2210(3), AMST2220(3), ANTH1010(3), ANTH1020(3), ANTH1130(3), ARBC1030(3), ARBC1101(4), ARBC1102(4), ARBC2201(4), ART1040(3), ART2180(3), ART2190(3), ART2300(2), ASL1101(4), ASL1102(4), ASL1300(3), ASL2201(4), ASL2202(4), BIOL1030(4), BIOL1160(4), BIOL1200(4), BIOL1600(1), BIOL1610(1), CHEM1000(4), COMM1310(3), COMM1510(3), COMM1610(3), COMM1710(3), ECON1050(3), ECON1060(3), ENGL1450(3), ENGL2320(3), ENGL2330(3), ENGL2340(3), ENGL2350(3), ENGL2360(3), ENGL2370(3), ENGL2380(3), ENGL2450(3), ENGL2460(3), ENGL2550(3), ENGL2560(3), ENGL2580(3), ENGL2590(3), ENGL2950(3), GEOG1000(2), GEOG1010(3), GEOG1100(3), GEOG1120(2), GEOL1010(2), GEOL1020(2), GEOL1030(2), GEOL1040(2), GEOL1120(4), GEOL1150(4), GEOL1160(4), GEOL1850(3), GEOL1851(1), GERM1030(3), HIST1010(3), HIST1020(3), HIST1030(3), HIST1110(3), HIST1120(3), HIST1130(3), HIST1140(3), HIST1200(3), HIST1210(3), HIST1220(3), HIST1240(3), HIST1270(3), HIST1700(3), HIST2500(3), HIST2600(3), HIST2700(3), INTD1030(3), INTD1040(3), INTD1210(3), INTD1211(3), MUSC1220(3), MUSC1300(3), MUSC2170(3), MUSC2180(3), NSCI1110(4), NSCI1120(4), PHIL1010(3), PHIL1020(3), PHIL1030(3), PHIL1040(3), PHIL1060(3), PHIL1070(3), PHIL1110(3), PHIL1200(3), PHIL1210(3), PHYS1120(4), POLS1100(3), POLS1140(3), POLS1600(3), POLS1700(3), PSYC1170(3), PSYC2340(3), PSYC2350(3), SOC1110(3), SOC1130(3), SOC2210(3), SPAN1030(3), SPAN1101(5), SPAN1102(5), SPAN2201(5), SPAN2202(5), TFT1210(3), TFT1260(3), TFT1310(3), TFT1320(3), TFT1350(3), TFT1710(3)
- 9 credits from additional MnTC Electives: AMST1010(3), AMST1020(3), AMST2210(3), AMST2220(3), ANTH1010(3), ANTH1020(3), ANTH1130(3), ARBC1030(3), ARBC1101(4), ARBC1102(4), ARBC2201(4), ART1040(3), ART1101(3), ART1102(3), ART1160(3), ART1170(3), ART1270(3), ART1301(3), ART1302(3), ART1310(3), ART1320(3), ART1340(3), ART1341(3), ART1361(3), ART1362(3), ART1401(3), ART1402(3), ART1770(3), ART2180(3), ART2190(3), ART2300(2), ART2611(3), ART2612(3), ART2640(3), ART2740(1), ART2750(1), ART2780(1), ART2781(1), ART2782(1), ART2800(1), ART2820(1), ART2860(1), ART2900(1), ART2970(1), ASL1101(4), ASL1102(4), ASL1300(3), ASL2201(4), ASL2202(4), BIOL1000(4), BIOL1001(4), BIOL1002(4), BIOL1030(4), BIOL1101(4), BIOL1102(4), BIOL1120(3), BIOL1130(4), BIOL1160(4), BIOL1200(4), BIOL1350(3), BIOL1360(4), BIOL1600(1), BIOL1610(1), BIOL1650(1), BIOL2020(4), BIOL2030(4), BIOL2100(4), BIOL2111(4), BIOL2112(4), CHEM1000(4), CHEM1010(4), CHEM1030(4), CHEM1061(4), CHEM1062(4), COMM1010(3), COMM1110(3), COMM1210(3), COMM1310(3), COMM1410(3), COMM1510(3), COMM1610(3), COMM1710(3), ECON1050(3), ECON1060(3), ECON1070(3), ENGL1111(3), ENGL1112(3), ENGL1140(3), ENGL1150(3), ENGL1201(4), ENGL1202(2), ENGL1250(2), ENGL1400(3), ENGL1450(3), ENGL1900(3), ENGL1950(3), ENGL2010(3), ENGL2020(3), ENGL2030(3), ENGL2270(3), ENGL2310(3), ENGL2320(3), ENGL2330(3), ENGL2340(3), ENGL2350(3), ENGL2360(3), ENGL2370(3), ENGL2380(3), ENGL2390(3), ENGL2450(3), ENGL2460(3), ENGL2550(3), ENGL2560(3), ENGL2580(3), ENGL2590(3), ENGL2950(3), GEOG1000(2), GEOG1010(3), GEOG1040(3), GEOG1100(3), GEOG1120(2), GEOL1010(2), GEOL1020(2), GEOL1030(2), GEOL1040(2), GEOL1110(4), GEOL1120(4), GEOL1130(4), GEOL1150(4), GEOL1160(4), GEOL1850(3), GEOL1851(1), GERM1030(3), HIST1010(3), HIST1020(3), HIST1030(3), HIST1110(3), HIST1120(3), HIST1130(3), HIST1140(3), HIST1200(3), HIST1210(3), HIST1220(3), HIST1240(3), HIST1270(3), HIST1700(3), HIST1800(3), HIST2500(3), HIST2600(3), HIST2700(3), INTD1030(3), INTD1040(3), INTD1210(3), INTD1211(3), MATH1010(3), MATH1080(3), MATH1130(3), MATH1140(3), MATH1150(3), MATH1160(4), MATH1170(4), MATH1180(5), MATH1190(5), MATH1200(3), MATH1221(5), MATH1222(5), MATH2010(3), MATH2220(5), MATH2300(3), MATH2400(3), MUSC1130(1), MUSC1160(1), MUSC1170(1), MUSC1200(3), MUSC1220(3), MUSC1241(3), MUSC1242(3), MUSC1300(3), MUSC1320(1), MUSC1350(3), MUSC1500(2), MUSC1501(2), MUSC1502(2), MUSC1510(1), MUSC1560(1), MUSC1600(2), MUSC1610(1), MUSC1800(2), MUSC1801(2), MUSC1802(2), MUSC1810(1), MUSC1870(1), MUSC2010(2), MUSC2170(3), MUSC2180(3), MUSC2241(3), MUSC2242(3), MUSC2970(1), NSCI1000(4), NSCI1010(1), NSCI1020(1), NSCI1030(1), NSCI1050(4), NSCI1060(3), NSCI1061(1), NSCI1070(3), NSCI1071(1), NSCI1110(4), NSCI1120(4), PHIL1010(3), PHIL1020(3), PHIL1030(3), PHIL1040(3), PHIL1050(3), PHIL1060(3), PHIL1070(3), PHIL1110(3), PHIL1200(3), PHIL1210(3), PHYS1000(4), PHYS1030(4), PHYS1050(4), PHYS1060(3), PHYS1061(1), PHYS1070(3), PHYS1120(4), PHYS1140(3), PHYS1201(5), PHYS1202(5), PHYS1400(3), PHYS1410(1), PHYS1450(3), PHYS1460(1), PHYS1601(5), PHYS1602(5), POLS1100(3), POLS1140(3), POLS1600(3), POLS1700(3), POLS2130(3), PSYC1110(3), PSYC1150(3), PSYC1165(3), PSYC1170(3), PSYC1210(3), PSYC1220(3),

PSYC2320(3), PSYC2330(3), PSYC2340(3), PSYC2350(3), SOC1110(3), SOC1130(3), SOC1710(3), SOC1750(3), SOC2110(3), SOC2200(3), SOC2210(3), SOC2410(3), SOC2730(3), SPAN1030(3), SPAN1101(5), SPAN1102(5), SPAN2201(5), SPAN2202(5), TFT1200(3), TFT1210(3), TFT1250(3), TFT1260(3), TFT1270(3), TFT1280(3), TFT1310(3), TFT1320(3), TFT1350(3), TFT1500(3), TFT1510(3), TFT1520(3), TFT1531(3), TFT1532(3), TFT1540(3), TFT1600(1), TFT1610(1), TFT1710(3), TFT2010(3), TFT2950(1)

AFA: Music

2013 - 2014

The Associate in Fine Arts in Music is a two-year degree in music designed to provide a broad background in music for students planning transfer to another college or university to complete a bachelor's degree in music performance, music education, or music business. The degree includes rigorous academic studies along with group performance experiences, individual lessons and solo performance opportunities.

Program Courses - Music History and Theory

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
MUSC1241	Music Theory I	3		
MUSC1242	Music Theory II	3		
MUSC1251	Ear Training and Sight Singing I	2		
MUSC1252	Ear Training and Sight Singing II	2		
MUSC1300	Music in World Cultures	3		
MUSC2170	History of Music I: Medieval Through Classical Eras	3		
MUSC2180	History of Music II: Romantic Era to the 21st Century	3		
MUSC2241	Music Theory III	3		
MUSC2242	Music Theory IV	3		
MUSC2251	Ear Training and Sight Singing III	2		
MUSC2252	Ear Training and Sight Singing IV	2		

Subtotal 29

Program Courses - Music Performance

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
Music Lessons - 1 credit for 4 semesters. See course numbers for your instrument's 1/2 hour lessons. Students may take 1 hour lessons, but only 4 credits total will count toward degree. All semesters must be lessons in the student's major instrument.:				
MUSC1510	Applied Music: Guitar <i>or</i>	1		
MUSC1610	Applied Music: Voice <i>or</i>	1		
MUSC1810	Applied Music: Piano <i>or</i>	1		
MUSC1830	Applied Music: Strings <i>or</i>	1		
MUSC1850	Applied Music: Percussion <i>or</i>	1		
MUSC1860	Applied Music: Brass <i>or</i>	1		
MUSC1870	Applied Music: Woodwinds <i>or</i>	1		
MUSC2010	Advanced Applied Music Lessons	2		
Music Large Ensemble Participation - 1 credit for 4 semesters. Students must participate in a large ensemble music performance for 4 semesters.:				
MUSC1130	College Choir <i>or</i>	1		
MUSC1170	Instrumental Jazz Ensemble	1		
Music Small Ensemble - 2 credits. Additional options include: Wind Ensemble, String Ensemble and Theatre practicum (pit band performance or musical theatre stage acting performance).:				
MUSC1150	Chamber Singers <i>or</i>	1		
MUSC1170	Instrumental Jazz Ensemble <i>or</i>	1		
MUSC1180	Small Group Performance Ensemble	1		
Depending on student placement level, choose 2 credits from the following (Piano Requirement):				
MUSC1801	Class Piano I <i>or</i>	2		
MUSC1802	Class Piano II <i>or</i>	2		
MUSC1810	Applied Music: Piano <i>or</i>	1		
MUSC2010	Advanced Applied Music Lessons	2		
Depending on student placement level, choose 2 credits from the following (Guitar Requirement):				
MUSC1501	Class Guitar I <i>or</i>	2		
MUSC1502	Class Guitar II <i>or</i>	2		
MUSC1510	Applied Music: Guitar <i>or</i>	1		
MUSC2010	Advanced Applied Music Lessons	2		

Subtotal 14

General Education Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
ENGL1201	College Writing I	4		
ENGL1202	College Writing II	2		
1 course from the following:				
COMM1010	Fundamentals of Public Speaking <i>or</i>	3		
COMM1110	Principles of Interpersonal Communication <i>or</i>	3		
COMM1310	Intercultural Communication <i>or</i>	3		
COMM1710	Oral Interpretation and Traditions	3		

Subtotal 9

MnTC Electives

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
4 credits from Natural Sciences (Goal Area 3)¹				
3 credits from Mathematics/Logical Reasoning (Goal Area 4)²				
6 credits from History and the Social and Behavioral Sciences (Goal Area 5)³				
3 credits from MnTC Goal Areas 7, 9, or 10⁴				

Subtotal 16

Total Credits Required 68

Program Outcomes

Develop a foundation of essential knowledge about the cultural, social, and natural worlds, and individual well-being by:

- Demonstrating skill in the foundation music courses

Develop intellectual and practical skills, including:

- Verbally and visually communicating their knowledge of music history, theory and performance
- Competently analyzing and critiquing their own performance as well as that of others
- Competently using the concepts of theory, history and performance in creative processes

Demonstrate personal and social responsibility, including:

- Developing constructive, organized work habits and professional interpersonal and communication skills
- Developing an understanding of the creative accomplishments of other people and cultures, past and present, in the development of the field of music
- Studying the ethics of the use of ideas, information and creative works as a foundation for respect of intellectual ownership

Integrative Learning, including:

- Managing the process of creative problems in music from conceptualization to performance
- Performing competently and artistically as an individual and in groups
- Demonstrating problem solving that employs technical skills and comprehension of the historical context of music with application in theory and performance

Be prepared to transfer to and succeed at an upper-level academic institution.

Notes

To complete the Minnesota Transfer Curriculum, in addition to the courses listed above the student will need to take these additional MnTC Goal Area credits:

- Goal Area 3: 3 credits with one Goal Area 3 course that includes a lab component.
- Goal Area 5: 3 credits
- Goal Area 9 or 10: 3 credits in each goal area required; remaining credits depend on student's choices of electives. Some courses fulfill two goal areas.

Accreditation

North Hennepin Community College is accredited by the:
Higher Learning Commission of the North Central Association of Colleges and Schools

Degree Information

An Associate of Fine Arts (A.F.A.) degree is intended for students whose primary goal is to complete a program in a designated discipline in fine arts. The A.F.A. degree is designed for transfer to a baccalaureate degree.

Completion of an A.F.A. degree fulfills the Goal Area 2 requirement of the Minnesota Transfer Curriculum (MnTC).

Developmental Coursework

Some students may need preparatory course(s) in the areas of Math and/or English. Courses numbered below 1000 will not apply toward a degree.

Equal Opportunity Employer and Disability Access Information

North Hennepin Community College is a member of Minnesota State Colleges and Universities system and an equal opportunity employer and educator. This document is available in alternative formats to individuals with disabilities by calling 763-493-0555 or through the Minnesota Relay Service at 1-800-627-3529.

Transfer Information

If you are planning on transferring to another institution, follow the guidelines available on our transfer resources web page to help you plan the process: [Transfer Information](#)

Career Opportunities

Information on careers, including salary and employment outlook data, is available on the [iseek](http://www.iseek.org) and Bureau of Labor Statistics websites: www.iseek.org and www.bls.gov.

- 4 credits from Natural Sciences (Goal Area 3): ANTH1020(3), BIOL1000(4), BIOL1001(4), BIOL1002(4), BIOL1030(4), BIOL1101(4), BIOL1102(4), BIOL1120(3), BIOL1130(4), BIOL1160(4), BIOL1200(4), BIOL1350(3), BIOL1360(4), BIOL1610(1), BIOL1650(1), BIOL2020(4), BIOL2030(4), BIOL2100(4), BIOL2111(4), BIOL2112(4), CHEM1000(4), CHEM1010(4), CHEM1030(4), CHEM1061(4), CHEM1062(4), GEOG1010(3), GEOL1010(2), GEOL1020(2), GEOL1030(2), GEOL1040(2), GEOL1110(4), GEOL1120(4), GEOL1130(4), GEOL1150(4), GEOL1160(4), GEOL1850(3), GEOL1851(1), NSCI1000(4), NSCI1010(1), NSCI1020(1), NSCI1030(1), NSCI1050(4), NSCI1060(3), NSCI1061(1), NSCI1070(3), NSCI1071(1), NSCI1110(4), NSCI1120(4), PHYS1000(4), PHYS1030(4), PHYS1050(4), PHYS1070(3), PHYS1120(4), PHYS1140(3), PHYS1201(5), PHYS1202(5), PHYS1400(3), PHYS1410(1), PHYS1450(3), PHYS1460(1), PHYS1601(5), PHYS1602(5)
- 3 credits from Mathematics/Logical Reasoning (Goal Area 4): MATH1010(3), MATH1080(3), MATH1130(3), MATH1140(3), MATH1150(3), MATH1160(4), MATH1170(4), MATH1180(5), MATH1190(5), MATH1200(3), MATH1221(5), MATH1222(5), MATH2010(3), MATH2220(5), MATH2300(3), MATH2400(3), PHIL1050(3)
- 6 credits from History and the Social and Behavioral Sciences (Goal Area 5): ANTH1010(3), ANTH1130(3), ECON1050(3), ECON1060(3), ECON1070(3), HIST1010(3), HIST1020(3), HIST1030(3), HIST1110(3), HIST1120(3), HIST1130(3), HIST1140(3), HIST1200(3), HIST1210(3), HIST1220(3), HIST1240(3), HIST1270(3), HIST1700(3), HIST1800(3), HIST2500(3), HIST2600(3), HIST2700(3), POLS1100(3), POLS1140(3), POLS1600(3), POLS1700(3), POLS2130(3), PSYC1110(3), PSYC1150(3), PSYC1165(3), PSYC1170(3), PSYC1210(3), PSYC1220(3), PSYC2320(3), PSYC2330(3), PSYC2340(3), PSYC2350(3), SOC1110(3), SOC1710(3), SOC1750(3), SOC2110(3), SOC2200(3), SOC2210(3), SOC2410(3), SOC2730(3)
- 3 credits from MnTC Goal Areas 7, 9, or 10: AMST1010(3), AMST1020(3), AMST2210(3), AMST2220(3), ANTH1020(3), ANTH1130(3), ASL1300(3), BIOL1030(4), BIOL1160(4), BIOL1200(4), BIOL1600(1), BIOL1610(1), CHEM1000(4), COMM1310(3), COMM1610(3), ECON1050(3), ENGL1450(3), ENGL2320(3), ENGL2330(3), ENGL2340(3), ENGL2350(3), ENGL2370(3), ENGL2380(3), ENGL2450(3), ENGL2460(3), ENGL2950(3), GEOG1000(2), GEOG1010(3), GEOG1040(3), GEOG1120(2), GEOL1010(2), GEOL1020(2), GEOL1030(2), GEOL1040(2), GEOL1120(4), GEOL1150(4), GEOL1160(4), GEOL1850(3), GEOL1851(1), HIST1200(3), HIST1210(3), HIST1220(3), HIST1240(3), HIST1270(3), HIST1700(3), HIST2600(3), HIST2700(3), INTD1030(3), INTD1040(3), INTD1210(3), INTD1211(3), NSCI1110(4), NSCI1120(4), PHIL1020(3), PHIL1040(3), PHIL1070(3), PHIL1110(3), PHIL1200(3), PHIL1210(3), PHYS1120(4), POLS1100(3), POLS1140(3), PSYC1170(3), PSYC2340(3), SOC1110(3), SOC1130(3), SOC2210(3), TFT1210(3), TFT1310(3), TFT1350(3)

AS: Paralegal 2013 - 2014

This program prepares students to assist lawyers and administrators of law-related occupations in providing efficient legal services to the public. The program of study includes general education courses, law-related courses, and legal specialty courses.

The paralegal courses are offered primarily in the evening program of the College. Courses prepare students for entry into a paralegal career and provide presently employed paralegals an opportunity to enhance their legal knowledge and skills. The Paralegal Program does not train graduates to provide legal services directly to the public. Any person who attempts to provide legal services directly to the public, but is not licensed to practice law, engages in the illegal and unauthorized practice of law.

The Paralegal Program is approved by the American Bar Association.

Students wishing to enroll in the Paralegal Program, must complete an Admission Request. Students must make an appointment to meet with an advisor to present the Admission Request for processing. For more information or to schedule an appointment, please contact the Counseling and Advising at 763-424-0703.

Program Courses - Paralegal Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
PLEG1111	Introduction to Law and Paralegal Studies	3		
PLEG1210	Computer Applications in the Legal Profession	2		
PLEG1411	Litigation I	3		
PLEG2211	Legal Research and Writing I	3		
PLEG1412	Litigation II	3		
PLEG2212	Legal Research and Writing II	3		
PLEG2930	Legal Studies Seminar and Internship	3		

Subtotal 20

Program Electives

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
10 credits from the following:				
PLEG1330	Family Law <i>or</i>	3		
PLEG1990	Topic: <i>or</i>	3		
PLEG2310	Criminal Law and Procedure <i>or</i>	3		
PLEG2510	Contracts and Business Organizations <i>or</i>	3		
PLEG2620	Property <i>or</i>	3		
PLEG2710	Wills, Trusts and Estate Administration <i>or</i>	3		
PLEG2810	Employment Search for Paralegals	1		
**PLEG 1990 is a Topics course and will range from 1-4 credits.				

Subtotal 10

General Education Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
ENGL1201	College Writing I	4		
COMM1010	Fundamentals of Public Speaking	3		
PHIL1050	Introduction to Logic	3		
ENGL2320	Writing: From Structure to Style	3		
POLS1100	American Government and Politics	3		
PSYC1150	General Psychology	3		

Subtotal 19

MnTC Electives

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
3 credits from The Humanities and Fine Arts (Goal Area 6)¹				
3 credits from Natural Sciences or Mathematics/Logical Reasoning (Goal Area 3 or 4)²				
5 credits of additional MnTC Electives³				

Subtotal 11

Total Credits Required 60

Gainful Employment Program Information

[Gainful Employment Program Information](#)

Criminal Offense Notice

If you have been arrested, charged, or convicted of any criminal offense, you should investigate the impact that the arrest, charge or conviction may have on your chances of employment in the field you intend to study or your chances to obtain federal, state, and other higher education financial aid.

Program Outcomes

Knowledge of Human Cultures and the Physical and Natural World:

- Demonstrate an understanding of the sources of law, legal procedure, and operation of legal systems within state and federal government and apply that knowledge to the work of paralegals.

Intellectual and Practical Skills:

- Demonstrate written, oral, and interpersonal skills appropriate to various legal and business settings.
- Think critically and creatively analyze, synthesize, and organize information.
- Demonstrate ability to use word processing, spreadsheets, data base and case management software as they are used in the legal profession.

Personal and Social Responsibility:

- Understand and apply the Rules of Professional Conduct as they relate to the practice of law and demonstrate ethical behaviors in all settings.

Integrative Learning:

- Conduct legal research using print and electronic resources, apply results to fact situations, and report findings in an appropriate format.
- Successfully complete projects performed by paralegals in the various substantive areas of law.

This program prepares students to perform paralegal work in private law firms, government agencies or large corporations or transfer to a four-year institution in this discipline.

Degree Information

The Associate of Science (A.S.) degree is intended for students whose primary goal is to complete the credentials for a specific career and/or prepare for transfer to complete a bachelor's degree at a college or university with whom North Hennepin Community College has an articulation agreement. The A.S. degree provides a balance of general education courses and the required scientific, professional or technical courses in the degree program.

A student shall:

- Earn a minimum of 60 semester credits as required in the program, with a grade point average of 2.00 (C) or above in courses taken at North Hennepin Community College. Specific programs may have additional requirements or a higher minimum grade point average.
- Earn a minimum of 20 semester credits at North Hennepin Community College. A student must complete at least 50% of career specific courses at North Hennepin Community College.
- Earn 30 credits in at least 6 Minnesota Transfer Curriculum (MnTC) goal areas.
- Earn 30 professional/technical credits.
- Have four years to complete the graduation requirements as published in the catalog in effect at the time of their initial enrollment. Students taking more than four years to complete their graduation requirements may follow any catalog published during the four-year period preceding their graduation.

Completion of an A.S. degree fulfills the Goal Area 2 requirement of the Minnesota Transfer Curriculum (MnTC).

Developmental Courses

Some students may need preparatory course(s) in the areas of Math and/or English. Courses numbered below 1000 will not apply toward a degree.

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Accreditation

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Higher Learning Commission of the North Central Association of Colleges and Schools
30 N. LaSalle Street, Suite 2400
Chicago, IL 60602-2504
1-800-621-7440

Career Opportunities

Information on careers, including salary and employment outlook data, is available on the [iseek](http://www.iseek.org) and Bureau of Labor Statistics websites: www.iseek.org and www.bls.gov.

1. 3 credits from The Humanities and Fine Arts (Goal Area 6): AMST1010(3), AMST1020(3), AMST2210(3), AMST2220(3), ARBC1030(3), ART1040(3), ART1101(3), ART1102(3), ART1160(3), ART1170(3), ART1270(3), ART1301(3), ART1302(3), ART1310(3), ART1320(3), ART1340(3), ART1341(3), ART1361(3), ART1362(3), ART1401(3), ART1402(3), ART1770(3), ART2180(3), ART2190(3), ART2300(2), ART2611(3), ART2612(3), ART2640(3), ART2740(1), ART2750(1), ART2780(1), ART2781(1), ART2782(1), ART2800(1), ART2820(1), ART2860(1), ART2900(1), ART2970(1), ENGL1150(3), ENGL1250(2), ENGL1400(3), ENGL1450(3), ENGL1900(3), ENGL1950(3), ENGL2010(3), ENGL2020(3), ENGL2030(3), ENGL2270(3), ENGL2310(3), ENGL2320(3), ENGL2330(3), ENGL2340(3), ENGL2350(3), ENGL2360(3), ENGL2370(3), ENGL2380(3), ENGL2390(3), ENGL2450(3), ENGL2460(3), ENGL2550(3), ENGL2560(3), ENGL2580(3), ENGL2950(3), GERM1030(3), INTD1030(3), MUSC1130(1), MUSC1160(1), MUSC1170(1), MUSC1200(3), MUSC1220(3), MUSC1241(3), MUSC1242(3), MUSC1300(3), MUSC1320(1), MUSC1350(3), MUSC1500(2), MUSC1501(2), MUSC1502(2), MUSC1510(1), MUSC1560(1), MUSC1600(2), MUSC1610(1), MUSC1800(2), MUSC1801(2), MUSC1802(2), MUSC1810(1), MUSC1870(1), MUSC2010(2), MUSC2170(3), MUSC2180(3), MUSC2241(3), MUSC2242(3), MUSC2970(1), PHIL1010(3), PHIL1020(3), PHIL1030(3), PHIL1040(3), PHIL1060(3), SPAN1030(3), TFT1200(3), TFT1210(3), TFT1250(3), TFT1260(3), TFT1270(3), TFT1280(3), TFT1310(3), TFT1320(3), TFT1350(3), TFT1500(3), TFT1510(3), TFT1520(3), TFT1531(3), TFT1532(3), TFT1540(3), TFT1600(1), TFT1610(1), TFT2010(3), TFT2950(1)
2. 3 credits from Natural Sciences or Mathematics/Logical Reasoning (Goal Area 3 or 4): ANTH1020(3), BIOL1000(4), BIOL1001(4), BIOL1002(4), BIOL1030(4), BIOL1101(4), BIOL1102(4), BIOL1120(3), BIOL1130(4), BIOL1160(4), BIOL1200(4), BIOL1350(3), BIOL1360(4), BIOL1610(1), BIOL1650(1), BIOL2020(4), BIOL2030(4), BIOL2100(4), BIOL2111(4), BIOL2112(4), CHEM1000(4), CHEM1010(4), CHEM1030(4), CHEM1061(4), CHEM1062(4), GEOG1010(3), GEOL1010(2), GEOL1020(2), GEOL1030(2), GEOL1040(2), GEOL1110(4), GEOL1120(4), GEOL1130(4), GEOL1150(4), GEOL1160(4), GEOL1850(3), GEOL1851(1), MATH1010(3), MATH1080(3), MATH1130(3), MATH1140(3), MATH1150(3), MATH1160(4), MATH1170(4), MATH1180(5), MATH1190(5), MATH1200(3), MATH1221(5), MATH1222(5), MATH2010(3), MATH2220(5), MATH2300(3), MATH2400(3), NSCI1000(4), NSCI1010(1), NSCI1020(1), NSCI1030(1), NSCI1050(4), NSCI1060(3), NSCI1061(1), NSCI1070(3), NSCI1071(1), NSCI1110(4), NSCI1120(4), PHIL1050(3), PHYS1000(4), PHYS1030(4), PHYS1050(4), PHYS1060(3), PHYS1061(1), PHYS1070(3), PHYS1120(4), PHYS1140(3), PHYS1201(5), PHYS1202(5), PHYS1400(3), PHYS1410(1), PHYS1450(3), PHYS1460(1), PHYS1601(5), PHYS1602(5)
3. 5 credits of additional MnTC Electives: AMST1010(3), AMST1020(3), AMST2210(3), AMST2220(3), ANTH1010(3), ANTH1020(3), ANTH1130(3), ARBC1030(3), ARBC1101(4), ARBC1102(4), ARBC2201(4), ART1040(3), ART1101(3), ART1102(3), ART1160(3), ART1170(3), ART1270(3), ART1301(3), ART1302(3), ART1310(3), ART1320(3), ART1340(3), ART1341(3), ART1361(3), ART1362(3), ART1401(3), ART1402(3), ART1770(3), ART2180(3), ART2190(3), ART2300(2), ART2611(3), ART2612(3), ART2640(3), ART2740(1), ART2750(1), ART2780(1), ART2781(1), ART2782(1), ART2800(1), ART2820(1), ART2860(1), ART2900(1), ART2970(1), ASL1101(4), ASL1102(4), ASL1300(3), ASL2201(4), ASL2202(4), BIOL1000(4), BIOL1001(4), BIOL1002(4), BIOL1030(4), BIOL1101(4), BIOL1102(4), BIOL1120(3), BIOL1130(4), BIOL1160(4), BIOL1200(4), BIOL1350(3), BIOL1360(4), BIOL1600(1), BIOL1610(1), BIOL1650(1), BIOL2020(4), BIOL2030(4), BIOL2100(4), BIOL2111(4), BIOL2112(4), CHEM1000(4), CHEM1010(4), CHEM1030(4), CHEM1061(4), CHEM1062(4), COMM1010(3), COMM1110(3), COMM1210(3), COMM1310(3), COMM1410(3), COMM1510(3), COMM1610(3), COMM1710(3), ECON1050(3), ECON1060(3), ECON1070(3), ENGL1111(3), ENGL1112(3), ENGL1140(3), ENGL1150(3), ENGL1201(4), ENGL1202(2), ENGL1250(2), ENGL1400(3), ENGL1450(3), ENGL1900(3), ENGL1950(3), ENGL2010(3), ENGL2020(3), ENGL2030(3), ENGL2270(3), ENGL2310(3), ENGL2320(3), ENGL2330(3), ENGL2340(3), ENGL2350(3), ENGL2360(3), ENGL2370(3), ENGL2380(3), ENGL2390(3), ENGL2450(3), ENGL2460(3), ENGL2550(3), ENGL2560(3), ENGL2580(3), ENGL2590(3), ENGL2950(3), GEOG1000(2), GEOG1010(3), GEOG1040(3), GEOG1100(3), GEOG1120(2), GEOL1010(2), GEOL1020(2), GEOL1030(2), GEOL1040(2), GEOL1110(4), GEOL1120(4), GEOL1130(4), GEOL1150(4), GEOL1160(4), GEOL1850(3), GEOL1851(1), GERM1030(3), HIST1010(3), HIST1020(3), HIST1030(3), HIST1110(3), HIST1120(3), HIST1130(3), HIST1140(3), HIST1200(3), HIST1210(3), HIST1220(3), HIST1240(3), HIST1270(3), HIST1700(3), HIST1800(3), HIST2500(3), HIST2600(3), HIST2700(3), INTD1030(3), INTD1040(3), INTD1210(3), INTD1211(3), MATH1010(3), MATH1080(3), MATH1130(3), MATH1140(3), MATH1150(3), MATH1160(4), MATH1170(4), MATH1180(5), MATH1190(5), MATH1200(3), MATH1221(5), MATH1222(5), MATH2010(3), MATH2220(5), MATH2300(3), MATH2400(3), MUSC1130(1), MUSC1160(1), MUSC1170(1), MUSC1200(3), MUSC1220(3), MUSC1241(3), MUSC1242(3), MUSC1300(3), MUSC1320(1), MUSC1350(3), MUSC1500(2), MUSC1501(2), MUSC1502(2), MUSC1510(1), MUSC1560(1), MUSC1600(2), MUSC1610(1), MUSC1800(2), MUSC1801(2), MUSC1802(2), MUSC1810(1), MUSC1870(1), MUSC2010(2), MUSC2170(3), MUSC2180(3), MUSC2241(3), MUSC2242(3), MUSC2970(1), NSCI1000(4), NSCI1010(1), NSCI1020(1), NSCI1030(1), NSCI1050(4), NSCI1060(3), NSCI1061(1), NSCI1070(3), NSCI1071(1), NSCI1110(4), NSCI1120(4), PHIL1010(3), PHIL1020(3), PHIL1030(3), PHIL1040(3), PHIL1050(3), PHIL1060(3), PHIL1070(3), PHIL1110(3), PHIL1200(3), PHIL1210(3), PHYS1000(4), PHYS1030(4), PHYS1050(4), PHYS1060(3), PHYS1061(1), PHYS1070(3), PHYS1120(4), PHYS1140(3), PHYS1201(5), PHYS1202(5), PHYS1400(3), PHYS1410(1), PHYS1450(3), PHYS1460(1), PHYS1601(5), PHYS1602(5), POLS1100(3), POLS1140(3), POLS1600(3), POLS1700(3), POLS2130(3), PSYC1110(3), PSYC1150(3), PSYC1165(3), PSYC1170(3), PSYC1210(3), PSYC1220(3), PSYC2320(3), PSYC2330(3), PSYC2340(3), PSYC2350(3), SOC1110(3), SOC1130(3), SOC1710(3), SOC1750(3), SOC2110(3),

SOC2200(3), SOC2210(3), SOC2410(3), SOC2730(3), SPAN1030(3), SPAN1101(5), SPAN1102(5), SPAN2201(5), SPAN2202(5), TFT1200(3), TFT1210(3), TFT1250(3), TFT1260(3), TFT1270(3), TFT1280(3), TFT1310(3), TFT1320(3), TFT1350(3), TFT1500(3), TFT1510(3), TFT1520(3), TFT1531(3), TFT1532(3), TFT1540(3), TFT1600(1), TFT1610(1), TFT1710(3), TFT2010(3), TFT2950(1)

Cert: Paralegal 2013 - 2014

This program prepares students to assist lawyers and administrators of law-related occupations in providing efficient legal services to the public. The program of study includes law-related courses and legal specialty courses.

Students who already possess a(n) Associate in Science, Associate in Art, Bachelor's, or higher degree may apply for a paralegal certificate upon successful completion of the paralegal courses only.

The paralegal courses are offered primarily in the evening. Courses prepare students for entry into a paralegal career and provide presently employed paralegals an opportunity to enhance their legal knowledge and skills. The Paralegal program does not train graduates to provide legal services directly to the public. Any person who attempts to provide legal services directly to the public, but is not licensed to practice law, engages in the illegal and unauthorized practice of law. The Paralegal program is approved by the American Bar Association.

Students wishing to enroll in the Paralegal Program, must complete an Admission Request. Students must make an appointment to meet with an advisor to present the Admission Request for processing. For more information or to schedule an appointment, please contact the Counseling and Advising Office at 763-424-0703.

Program Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
PLEG1111	Introduction to Law and Paralegal Studies	3		
PLEG1210	Computer Applications in the Legal Profession	2		
PLEG1411	Litigation I	3		
PLEG1412	Litigation II	3		
PLEG2211	Legal Research and Writing I	3		
PLEG2212	Legal Research and Writing II	3		
PLEG2930	Legal Studies Seminar and Internship	3		

Subtotal 20

Program Electives

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
10 credits from the following:				
PLEG1330	Family Law <i>or</i>	3		
PLEG1990	Topic: <i>or</i>	3		
PLEG2310	Criminal Law and Procedure <i>or</i>	3		
PLEG2510	Contracts and Business Organizations <i>or</i>	3		
PLEG2620	Property <i>or</i>	3		
PLEG2710	Wills, Trusts and Estate Administration <i>or</i>	3		
PLEG2810	Employment Search for Paralegals	1		
**PLEG 1990 is a Topics course and will range from 1-4 credits.				

Subtotal 10

Total Credits Required 30

Gainful Employment Program Information

[Paralegal](#)

Criminal Offense Notice

If you have been arrested, charged, or convicted of any criminal offense, you should investigate the impact that the arrest, charge or conviction may have on your chances of employment in the field you intend to study or your chances to obtain federal, state, and other higher education financial aid.

Program Outcomes

Knowledge of Human Cultures and the Physical and Natural World:

- Demonstrate an understanding of the legal process and the nature of law practice, emphasizing the role of paralegals in traditional and non-traditional settings.

Intellectual and Practical Skills:

- Demonstrate written, oral, and interpersonal skills appropriate to various legal and business settings.
- Demonstrate critical and creative thinking to analyze, synthesize, and evaluate information.

Personal and Social Responsibility:

- Understand and apply the Rules of Professional Conduct as they relate to the practice of law in general and more specifically to the various substantive areas of law.

Integrative Learning:

- Conduct legal research using print and electronic resources, apply results to a fact situation, and report findings in an appropriate format.
- Undertake and successfully complete tasks typically performed by paralegals in the various substantive areas of law.

Degree Information

Certificates may be earned for successful completion of courses in a specialized program of study with a minimum grade point average of 2.00 (C). A certificate shall include 9 to 30 semester credits. At least one-third of the total credits required for each certificate must be completed at North Hennepin Community College.

Developmental Courses

Some students may need preparatory course(s) in the areas of Math and/or English. Courses numbered below 1000 will not apply toward a degree.

Equal Opportunity Employer and Disability Access Information

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Accreditation

North Hennepin Community College is accredited by the:
Higher Learning Commission of the North Central Association of Colleges and Schools
30 N. LaSalle Street, Suite 2400
Chicago, IL 60602-2504
1-800-621-7440

Career Opportunities

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Transfer Information

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AS: Physical Education 2013 - 2014

This program will provide students with transferable first and second year courses typically required for such a degree, and allow successful students to enter baccalaureate institutions as juniors.

The need for this program is generated by the continued and growing demand, for health and wellness education, stimulated by the increasing costs of health care. The demand for Physical Education instructors will continue to increase as population of youth increase that have Health issues that are brought about by lack of exercise and physical activity.

Program Courses - Physical Education Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
BIOL1120	Human Biology	3		
HLTH1060	Drugs and Health	3		
PE1050	Weight Training	1		
PE1250	Wellness for Life	3		
PE1500	Foundations of Physical Education	3		
PE1520	Movement Exploration	3		
PE2490	Kinesiology	4		
PSYC1210	Child Development	3		
PSYC1220	Adult Development	3		
3 credits from Physical Education Electives¹				

Subtotal 29

General Education Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
CHEM1000	Chemistry and Society	4		
COMM1010	Fundamentals of Public Speaking	3		
ENGL1201	College Writing I	4		
ENGL1202	College Writing II	2		
MATH1130	Elementary Statistics	3		
MUSC1300	Music in World Cultures	3		
SOC1110	Introduction to Sociology	3		
6 credits from The Humanities and Fine Arts (Goal Area 6)²				
3 credits from History and the Social and Behavioral Sciences (Goal Area 5)³				

Subtotal 31

Total Credits Required 60

Career Opportunities

Career settings could include: fitness centers (training facilities, corporate businesses, schools and colleges), community center workout facilities, and health clubs. Possible positions could include personal trainer, athletic trainer, fitness specialist, sport coaches, strength and conditioning interns, and group exercise specialists.

Program Outcomes

Develop a foundation of essential knowledge about the cultural, social, and natural worlds, and individual well-being.

Develop intellectual and practical skills, including:

- explaining how lifetime activities contribute to wellness
- describing patterns of good nutrition and how they contribute to wellness
- describing the stress mechanism and stress reduction techniques
- identifying and analyzing muscles used in single and multiple joint movements
- demonstrating the importance of oral and written communication in successful individual and team play

Demonstrate personal and social responsibility, including:

- describing the influence of cultural diversity in physical education and its influence in areas of dance, sports and participation
- practicing habits to ensure personal safety
- applying the components of sportsmanship and fair play to both the discipline and to life skills
- developing an awareness of effective practices to create a safe environment for physical education

Integrative Learning, including:

- designing a personal e-portfolio, which includes one's philosophy of physical education
- through service learning, creating a learning environment which respects and incorporates learners' experiences (personal, cultural, and community)

Be prepared to transfer to, and succeed, at an upper-level academic institution.

Degree Information

The Associate of Science (A.S.) degree is intended for students whose primary goal is to complete the credentials for a specific career and/or prepare for transfer to complete a bachelor's degree at a college or university with whom North Hennepin Community College has an articulation agreement. The A.S. degree provides a balance of general education courses and the required scientific, professional or technical courses in the degree program.

A student shall:

- Earn a minimum of 60 semester credits as required in the program, with a grade point average of 2.00 (C) or above in courses taken at North Hennepin Community College. Specific programs may have additional requirements or a higher minimum grade point average.
- Earn a minimum of 20 semester credits at North Hennepin Community College. A student must complete at least 50% of career specific courses at North Hennepin Community College.
- Earn 30 credits in at least 6 Minnesota Transfer Curriculum (MnTC) goal areas.
- Earn 30 professional/technical credits.
- Have four years to complete the graduation requirements as published in the catalog in effect at the time of their initial enrollment. Students taking more than four years to complete their graduation requirements may follow any catalog published during the four-year period preceding their graduation.

Completion of an A.S. degree fulfills the Goal Area 2 requirement of the Minnesota Transfer Curriculum (MnTC).

Developmental Courses

Some students may need preparatory course(s) in the areas of Math and/or English. Courses numbered below 1000 will not apply toward a degree.

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Career Opportunities

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1. 3 credits from Physical Education Electives: PE1010(2), PE1020(1), PE1040(1), PE1041(1), PE1042(1), PE1050(1), PE1070(1), PE1110(1), PE1120(1), PE1130(1), PE1140(1), PE1151(1), PE1152(1), PE1200(1), PE1210(1), PE1230(1), PE1240(1), PE1250(3), PE1260(1), PE1270(1), PE1300(1), PE1310(1), PE1360(2), PE1370(1), PE1380(1), PE1390(1), PE1400(1), PE1420(1), PE1430(1), PE1440(1), PE1451(1), PE1452(1), PE1500(3), PE1510(2), PE1520(3), PE1600(1), PE1620(1), PE1650(1), PE1700(3), PE1710(3), PE1720(2), PE1730(1), PE1740(1), PE1750(1), PE1751(1), PE1752(1), PE1760(1), PE1770(2), PE1780(1), PE1790(1), PE1800(1), PE1810(1), PE1820(1), PE1830(1), PE1840(1), PE1930(1), PE1940(1), PE1990(1), PE2101(4), PE2102(2), PE2390(2), PE2490(4), PE2910(1)
2. 6 credits from The Humanities and Fine Arts (Goal Area 6): AMST1010(3), AMST1020(3), AMST2210(3), AMST2220(3), ARBC1030(3), ART1040(3), ART1101(3), ART1102(3), ART1160(3), ART1170(3), ART1270(3), ART1301(3), ART1302(3), ART1310(3), ART1320(3), ART1340(3), ART1341(3), ART1361(3), ART1362(3), ART1401(3), ART1402(3), ART1770(3), ART2180(3), ART2190(3), ART2300(2),

ART2611(3), ART2612(3), ART2640(3), ART2740(1), ART2750(1), ART2780(1), ART2781(1), ART2782(1), ART2800(1), ART2820(1), ART2860(1), ART2900(1), ART2970(1), ENGL1150(3), ENGL1250(2), ENGL1400(3), ENGL1450(3), ENGL1900(3), ENGL1950(3), ENGL2010(3), ENGL2020(3), ENGL2030(3), ENGL2270(3), ENGL2310(3), ENGL2320(3), ENGL2330(3), ENGL2340(3), ENGL2350(3), ENGL2360(3), ENGL2370(3), ENGL2380(3), ENGL2390(3), ENGL2450(3), ENGL2460(3), ENGL2550(3), ENGL2560(3), ENGL2580(3), ENGL2950(3), GERM1030(3), INTD1030(3), MUSC1130(1), MUSC1160(1), MUSC1170(1), MUSC1200(3), MUSC1220(3), MUSC1241(3), MUSC1242(3), MUSC1300(3), MUSC1320(1), MUSC1350(3), MUSC1500(2), MUSC1501(2), MUSC1502(2), MUSC1510(1), MUSC1560(1), MUSC1600(2), MUSC1610(1), MUSC1800(2), MUSC1801(2), MUSC1802(2), MUSC1810(1), MUSC1870(1), MUSC2010(2), MUSC2170(3), MUSC2180(3), MUSC2241(3), MUSC2242(3), MUSC2970(1), PHIL1010(3), PHIL1020(3), PHIL1030(3), PHIL1040(3), PHIL1060(3), SPAN1030(3), TFT1200(3), TFT1210(3), TFT1250(3), TFT1260(3), TFT1270(3), TFT1280(3), TFT1310(3), TFT1320(3), TFT1350(3), TFT1500(3), TFT1510(3), TFT1520(3), TFT1531(3), TFT1532(3), TFT1540(3), TFT1600(1), TFT1610(1), TFT2010(3), TFT2950(1)

3. 3 credits from History and the Social and Behavioral Sciences (Goal Area 5): ANTH1010(3), ANTH1130(3), ECON1050(3), ECON1060(3), ECON1070(3), HIST1010(3), HIST1020(3), HIST1030(3), HIST1110(3), HIST1120(3), HIST1130(3), HIST1140(3), HIST1200(3), HIST1210(3), HIST1220(3), HIST1240(3), HIST1270(3), HIST1700(3), HIST1800(3), HIST2500(3), HIST2600(3), HIST2700(3), POLS1100(3), POLS1140(3), POLS1600(3), POLS1700(3), POLS2130(3), PSYC1110(3), PSYC1150(3), PSYC1165(3), PSYC1170(3), PSYC1210(3), PSYC1220(3), PSYC2320(3), PSYC2330(3), PSYC2340(3), PSYC2350(3), SOC1110(3), SOC1710(3), SOC1750(3), SOC2110(3), SOC2200(3), SOC2210(3), SOC2410(3), SOC2730(3)

Cert: Personal Training

2013 - 2014

This certificate program prepares students to develop individualized exercise programs and provide knowledgeable information on weight loss, weight gain, muscle strengthening, and flexibility. According to the American College of Sports Medicine, Personal Training is the third fastest growing occupation in the nation. The certificate program is designed to assist students in developing skills to be successful in the areas of the fitness industry, business, sports, and coaching. Areas of study include: health and fitness, kinesiology, and concepts of personal training. Included in the program is an internship on campus which would allow practical application of concepts learned in the areas of exercise prescription and implementation of individualized programs for fellow students or employees.

Program Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
BIOL1001	Biology I	4		
COMM1110	Principles of Interpersonal Communication	3		
HLTH1070	Nutrition	3		
PE1050	Weight Training	1		
PE1250	Wellness for Life	3		
PE1500	Foundations of Physical Education	3		
PE1750	Yoga	1		
PE2101	Concepts of Personal Training	4		
PE2102	Applications of Personal Training	2		
PE2390	Current Research Trends in Physical Education and Fitness	2		
PE2490	Kinesiology	4		

Total Credits Required 30

Gainful Employment Program Information

[Personal Trainer](#)

Degree Information

Certificates may be earned for successful completion of courses in a specialized program of study with a minimum grade point average of 2.00 (C). A certificate shall include 9 to 30 semester credits. At least one-third of the total credits required for each certificate must be completed at North Hennepin Community College.

Developmental Courses

Some students may need preparatory course(s) in the areas of Math and/or English. Courses numbered below 1000 will not apply toward a degree.

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Program Outcomes

- Demonstrate an understanding of the principles of physical conditioning.
- Demonstrate an understanding of parameters that are available for physical assessments.
- Demonstrate the ability to interpret physical assessments and prescribe exercise programs from such results.

Notes

Upon completion of PE 2101, the student will have the opportunity to complete the ACE certification exam for Personal Training.

Students who complete the Personal Trainer Certificate Program may choose to continue their education by completing their A.S. Degree at NHCC. In addition, after completing their A.S. Degree, they may further their education by transferring to St. Cloud State University or Augsburg College, to which the current degree allows a seamless transfer.

Accreditation

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30 N. LaSalle Street, Suite 2400
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1-800-621-7440

Career Opportunities

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Transfer Information

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Degree Information

Certificates may be earned for successful completion of courses in a specialized program of study with a minimum grade point average of 2.00 (C). A certificate shall include 9 to 30 semester credits. At least one-third of the total credits required for each certificate must be completed at North Hennepin Community College.

Developmental Courses

Some students may need preparatory course(s) in the areas of Math and/or English. Courses numbered below 1000 will not apply toward a degree.

Equal Opportunity Employer and Disability Access Information

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AS: Pre-Engineering 2013 - 2014

The Associate of Science degree program in (Pre) Engineering is designed to prepare students for continued study in a baccalaureate degree program in engineering.

Program Courses - Engineering Course

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
ENGR1000	Introduction to Engineering and Design	3		

Subtotal 3

General Education Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
CHEM1061	Principles of Chemistry I	4		
CHEM1062	Principles of Chemistry II	4		
ECON1060	Principles of Economics Macro	3		
ENGL1201	College Writing I	4		
MATH1221	Calculus I	5		
MATH1222	Calculus II	5		
MATH2220	Calculus III	5		
MATH2300	Linear Algebra	3		
MATH2400	Differential Equations	3		
PHIL1020	Ethics	3		
PHYS1601	General Physics I	5		
PHYS1602	General Physics II	5		
Complete 1 of the following:				
BIOL1000	Life Science <i>or</i>	4		
BIOL1001	Biology I <i>or</i>	4		
BIOL1200	Current Environmental Issues	4		
Complete 1 of the following:				
CSCI1120	Programming in C/C++ <i>or</i>	4		
CSCI1130	Introduction to Programming in Java <i>or</i>	4		
CSCI1190	Introduction to C++ Programming	4		

Subtotal 57

Total Credits Required 60

Program Outcomes

- Understand and apply the major principles of calculus-based mathematics to their engineering courses.
- Understand and apply the major principles of general physics and chemistry to their engineering courses.
- Demonstrate an ability to communicate technical material orally and in writing.
- Demonstrate a familiarity with laboratory equipment used in introductory physics and chemistry.

Notes

Engr 1200 - Engineering Graphics is an additional recommended course.

Degree Information

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A student shall:

- Earn a minimum of 60 semester credits as required in the program, with a grade point average of 2.00 (C) or above in courses taken at North Hennepin Community College. Specific programs may have additional requirements or a higher minimum grade

- point average.
- Earn a minimum of 20 semester credits at North Hennepin Community College. A student must complete at least 50% of career specific courses at North Hennepin Community College.
 - Earn 30 credits in at least 6 Minnesota Transfer Curriculum (MnTC) goal areas.
 - Earn 30 professional/technical credits.
 - Have four years to complete the graduation requirements as published in the catalog in effect at the time of their initial enrollment. Students taking more than four years to complete their graduation requirements may follow any catalog published during the four-year period preceding their graduation.

Completion of an A.S. degree fulfills the Goal Area 2 requirement of the Minnesota Transfer Curriculum (MnTC).

Developmental Courses

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AS: Biology 2013 - 2014

This program is designed to provide students with a solid foundation in the biological sciences, and a package of courses that will allow them to transfer to most baccalaureate institution biology programs as third-year students. The program also prepares graduates to work in the laboratory settings in the biological and related scientific fields.

Program Courses - Biology Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
BIOL1101	Principles of Biology I	4		
BIOL1102	Principles of Biology II	4		
CHEM2061	Organic Chemistry I	5		
BIOL2030	Plant Biology	4		
PHYS1201	Principles of Physics I	5		
CHEM2062	Organic Chemistry II	5		
BIOL2020	Animal Biology	4		
PHYS1202	Principles of Physics II	5		

Subtotal 36

General Education Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
MATH1170	Trigonometry	4		
CHEM1061	Principles of Chemistry I	4		
ENGL1201	College Writing I	4		
MATH1130	Elementary Statistics	3		
CHEM1062	Principles of Chemistry II	4		
ENGL1202	College Writing II	2		
SOC1110	Introduction to Sociology	3		

Subtotal 24

Total Credits Required 60

Notes

Under some circumstances, students may substitute Biology 1001 for Biology 1101 if the appropriate chemistry and mathematics prerequisites are met prior to enrolling in Biology 1102. Students who have completed Biology 1001 and 1002 under the previous NHCC course numbering system may substitute these courses for Biology 1101/1102.

Students may substitute Physics 1601/1602 to fulfill the 1201/1202 requirement. Students planning to transfer to a BA/BS program are advised to consult the physics requirements of the program and institution to which transfer is planned.

Students may substitute Math 1221 for Math 1170 to fulfill this requirement. Students planning to transfer to a BA/BS program are advised to consult the mathematics requirements of the program and institution to which transfer is planned.

Students may substitute Math 1222 for Math 1130 to fulfill this requirement. Students planning to transfer to a BA/BS program are advised to consult the mathematics requirements of the program and institution to which transfer is planned.

*Credit total may increase if other mathematics courses are substituted.

Program Outcomes

Develop a foundation of essential knowledge about the cultural, social, and natural worlds, and individual well-being, emphasizing:

- The understanding of fundamental principles of cellular mechanisms, metabolism, molecular and organismal genetics, ecology, biodiversity, and evolutionary principles
- Development of an integrated awareness of the role biology in the fields of agriculture, medicine, commerce, culture, and other human endeavors.
- Preparation of graduates for advanced studies in the biological sciences and other technical and scientific academic programs.

Develop intellectual and practical skills, including:

- The methods of scientific discovery and problem solving
- Critical thinking and analysis of data

- The fundamental techniques in field and laboratory settings of biology
- The process of writing and presenting scientific findings to an audience of peers

Demonstrate personal and social responsibility, including:

- Effectively working as a collaborative team member
- An understanding of scientific ethics and the importance of integrity
- The ability to independently find, study, and learn new information
- The importance of the scientific endeavor in society and culture

Integrative learning, including:

- Using the methods and skills of science (e.g. statistical analysis) to help solve relevant problems in other fields
- Incorporating writing, mathematics, and social awareness into the understanding of biology

Degree Information

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Developmental Courses

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AS: Chemistry

2013 - 2014

This program allows students to take all of the required chemistry courses and many general education courses to allow them to transfer to a four year institution with a junior standing in the sciences. This program prepares graduates to work as a chemical lab assistant or to continue on to obtain the bachelors degree in chemistry.

Program Courses - Chemistry Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
CHEM1061	Principles of Chemistry I	4		
CHEM1062	Principles of Chemistry II	4		
CHEM2061	Organic Chemistry I	5		
CHEM2062	Organic Chemistry II	5		
PHYS1201	Principles of Physics I	5		
PHYS1202	Principles of Physics II	5		

Subtotal 28

General Education Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
CIS1101	Business Computer Systems I	3		
ENGL1201	College Writing I	4		
MATH1221	Calculus I	5		
MATH1222	Calculus II	5		
PSYC1150	General Psychology	3		
SOC1110	Introduction to Sociology	3		
COMM1010	Fundamentals of Public Speaking	3		

3 credits from The Humanities and Fine Arts (Goal Area 6)¹

3 credits from MnTC Goal Areas 7, 8, 9 or 10²

Subtotal 32

Total Credits Required 60

Program Outcomes

Knowledge of human cultures and the physical and natural world, including:

- Understand, make calculations regarding, and explain the properties of materials
- Analyze samples and predict, measure and characterize the products of chemical reactions.

Intellectual and practical skills, including:

- Do basic operations on computers, laboratory instrumentation and wet bench analysis techniques.
- Effectively communicate chemical knowledge both in writing and verbal presentations.
- Make observations, collect data, and perform mathematical calculations on experimental data

Personal and social responsibility and engagement, including:

- Work and study individually and as a member of a group, including respecting others and sharing labor to achieve objectives.
- Apply the understanding of science and chemistry to gain insight into sociopolitical issues such as energy, material resources and environmental quality and to assess and discuss public statements and policies relating to them.

Integrative and applied learning, including:

- Write a quality lab report which summarizes results, analyses data, proposes reasons for error and states a conclusion.

Upon completion of the program, student will be prepared to transfer to a baccalaureate program.

Degree Information

The Associate of Science (A.S.) degree is intended for students whose primary goal is to complete the credentials for a specific career and/or prepare for transfer to complete a bachelor's degree at a college or university with whom North Hennepin Community College has an articulation agreement. The A.S. degree provides a balance of general education courses and the required scientific, professional or technical courses in the degree program.

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1. 3 credits from The Humanities and Fine Arts (Goal Area 6): AMST1010(3), AMST1020(3), AMST2210(3), AMST2220(3), ARBC1030(3), ART1040(3), ART1101(3), ART1102(3), ART1160(3), ART1170(3), ART1270(3), ART1301(3), ART1302(3), ART1310(3), ART1320(3), ART1340(3), ART1341(3), ART1361(3), ART1362(3), ART1401(3), ART1402(3), ART1770(3), ART2180(3), ART2190(3), ART2300(2), ART2611(3), ART2612(3), ART2640(3), ART2740(1), ART2750(1), ART2780(1), ART2781(1), ART2782(1), ART2800(1), ART2820(1), ART2860(1), ART2900(1), ART2970(1), ENGL1150(3), ENGL1250(2), ENGL1400(3), ENGL1450(3), ENGL1900(3), ENGL1950(3), ENGL2010(3), ENGL2020(3), ENGL2030(3), ENGL2270(3), ENGL2310(3), ENGL2320(3), ENGL2330(3), ENGL2340(3), ENGL2350(3), ENGL2360(3), ENGL2370(3), ENGL2380(3), ENGL2390(3), ENGL2450(3), ENGL2460(3), ENGL2550(3), ENGL2560(3), ENGL2580(3), ENGL2950(3), GERM1030(3), INTD1030(3), MUSC1130(1), MUSC1160(1), MUSC1170(1), MUSC1200(3), MUSC1220(3), MUSC1241(3), MUSC1242(3), MUSC1300(3), MUSC1320(1), MUSC1350(3), MUSC1500(2), MUSC1501(2), MUSC1502(2), MUSC1510(1), MUSC1560(1), MUSC1600(2), MUSC1610(1), MUSC1800(2), MUSC1801(2), MUSC1802(2), MUSC1810(1), MUSC1870(1), MUSC2010(2), MUSC2170(3), MUSC2180(3), MUSC2241(3), MUSC2242(3), MUSC2970(1), PHIL1010(3), PHIL1020(3), PHIL1030(3), PHIL1040(3), PHIL1060(3), SPAN1030(3), TFT1200(3), TFT1210(3), TFT1250(3), TFT1260(3), TFT1270(3), TFT1280(3), TFT1310(3), TFT1320(3), TFT1350(3), TFT1500(3), TFT1510(3), TFT1520(3), TFT1531(3), TFT1532(3), TFT1540(3), TFT1600(1), TFT1610(1), TFT2010(3), TFT2950(1)
2. 3 credits from MnTC Goal Areas 7, 8, 9 or 10: AMST1010(3), AMST1020(3), AMST2210(3), AMST2220(3), ANTH1010(3), ANTH1020(3), ANTH1130(3), ARBC1030(3), ARBC1101(4), ARBC1102(4), ARBC2201(4), ART1040(3), ART2180(3), ART2190(3), ART2300(2), ASL1101(4), ASL1102(4), ASL1300(3), ASL2201(4), ASL2202(4), BIOL1030(4), BIOL1160(4), BIOL1200(4), BIOL1600(1), BIOL1610(1), CHEM1000(4), COMM1310(3), COMM1510(3), COMM1610(3), COMM1710(3), ECON1050(3), ECON1060(3), ENGL1450(3), ENGL2320(3), ENGL2330(3), ENGL2340(3), ENGL2350(3), ENGL2360(3), ENGL2370(3), ENGL2380(3), ENGL2450(3), ENGL2460(3), ENGL2550(3), ENGL2560(3), ENGL2580(3), ENGL2590(3), ENGL2950(3), GEOG1000(2), GEOG1010(3), GEOG1040(3), GEOG1100(3), GEOG1110(3), GEOG1120(2), GEOL1010(2), GEOL1020(2), GEOL1030(2), GEOL1040(2), GEOL1120(4), GEOL1150(4), GEOL1160(4), GEOL1850(3), GEOL1851(1), GERM1030(3), HIST1010(3), HIST1020(3), HIST1030(3), HIST1110(3), HIST1120(3), HIST1130(3), HIST1140(3), HIST1200(3), HIST1210(3), HIST1220(3), HIST1240(3), HIST1270(3), HIST1700(3), HIST2500(3), HIST2600(3), HIST2700(3), INTD1030(3), INTD1040(3), INTD1210(3), INTD1211(3), MUSC1220(3), MUSC1300(3), MUSC2170(3), MUSC2180(3), NSCI1110(4), NSCI1120(4), PHIL1010(3), PHIL1020(3), PHIL1030(3), PHIL1040(3), PHIL1060(3), PHIL1070(3), PHIL1110(3), PHIL1200(3), PHIL1210(3), PHYS1120(4), POLS1100(3), POLS1140(3), POLS1600(3), POLS1700(3), PSYC1170(3), PSYC2340(3), PSYC2350(3), SOC1110(3), SOC1130(3), SOC2210(3), SPAN1030(3), SPAN1101(5), SPAN1102(5), SPAN2201(5), SPAN2202(5), TFT1210(3), TFT1260(3), TFT1310(3), TFT1320(3), TFT1350(3), TFT1710(3)

AS: Mathematics

2013 - 2014

The Associate of Science degree in Mathematics prepares students for continued study in a baccalaureate degree program in mathematics, statistics, computer science, science, and engineering as well as for positions in those fields.

Program Courses - Mathematics and Computer Science Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
CSCI1130	Introduction to Programming in Java	4		
CSCI2010	Discrete Mathematical Structures	4		
MATH1221	Calculus I	5		
MATH1222	Calculus II	5		
MATH2220	Calculus III	5		
MATH2300	Linear Algebra	3		
MATH2400	Differential Equations	3		

Subtotal 29

Program Electives

Program Electives

Program Electives

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
1 course from the following:				
ECON1060	Principles of Economics Macro <i>or</i>	3		
HIST1020	World History: 1300 to Present <i>or</i>	3		
HIST1110	History of Western Civilization Pre 1550 <i>or</i>	3		
HIST1120	History of Western Civilization 1550 to Present <i>or</i>	3		
HIST1130	History of the Medieval West <i>or</i>	3		
POLS1700	World Politics <i>or</i>	3		
PSYC1150	General Psychology	3		
1 course from the following:				
BIOL1001	Biology I <i>or</i>	4		
CHEM1061	Principles of Chemistry I	4		
1 course from the following:				
COMM1010	Fundamentals of Public Speaking <i>or</i>	3		
COMM1110	Principles of Interpersonal Communication	3		

Subtotal 10

General Education Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
ENGL1201	College Writing I	4		
ENGL1202	College Writing II	2		
PHYS1601	General Physics I	5		
SOC1110	Introduction to Sociology	3		

Subtotal 14

MnTC Electives

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
3 credits from MnTC Goal Areas 6, 8, 9 or 10¹				
4 credits from additional MnTC Electives²				

Subtotal 7

Total Credits Required 60

Program Outcomes

Knowledge of human cultures and the physical and natural world, including:

- learning to value and enjoy mathematics
- confidence in one's ability to do mathematics

Intellectual and Practical Skills, including:

- ability to be a mathematical problem solver
- ability to communicate mathematical ideas clearly, efficiently, and effectively in both written and oral forms
- ability to reason mathematically

Personal and Social Responsibility, including:

- ability to function in a mathematical, statistical, and technological society

Integrative Learning, including:

- addressing complicated problems, applying mathematical methods to arrive at solutions, and validating solutions
- synthesizing ideas, applying disciplined thinking techniques to new settings, and approaching situations with multiple perspectives

Be prepared to transfer to a baccalaureate program, achieve junior status and qualify for junior level courses in mathematics.

Degree Information

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Developmental Courses

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1. 3 credits from MnTC Goal Areas 6, 8, 9 or 10: AMST1010(3), AMST1020(3), AMST2210(3), AMST2220(3), ANTH1010(3), ANTH1020(3), ANTH1130(3), ARBC1030(3), ARBC1101(4), ARBC1102(4), ARBC2201(4), ART1040(3), ART1101(3), ART1102(3), ART1160(3), ART1170(3), ART1270(3), ART1301(3), ART1302(3), ART1310(3), ART1320(3), ART1340(3), ART1341(3), ART1361(3), ART1362(3), ART1401(3), ART1402(3), ART1770(3), ART2180(3), ART2190(3), ART2300(2), ART2611(3), ART2612(3), ART2640(3), ART2740(1), ART2750(1), ART2780(1), ART2781(1), ART2782(1), ART2800(1), ART2820(1), ART2860(1), ART2900(1), ART2970(1), ASL1101(4), ASL1102(4), ASL2201(4), ASL2202(4), BIOL1030(4), BIOL1160(4), BIOL1200(4), BIOL1600(1), BIOL1610(1), CHEM1000(4), COMM1310(3), COMM1510(3), COMM1610(3), COMM1710(3), ECON1050(3), ECON1060(3), ENGL1150(3), ENGL1250(2), ENGL1400(3), ENGL1450(3), ENGL1900(3), ENGL1950(3), ENGL2010(3), ENGL2020(3), ENGL2030(3), ENGL2270(3), ENGL2310(3), ENGL2320(3), ENGL2330(3), ENGL2340(3), ENGL2350(3), ENGL2360(3), ENGL2370(3), ENGL2380(3), ENGL2390(3), ENGL2450(3), ENGL2460(3), ENGL2550(3), ENGL2560(3), ENGL2580(3), ENGL2590(3), ENGL2950(3), GEOG1010(3), GEOG1040(3), GEOG1100(3), GEOL1010(2), GEOL1020(2), GEOL1030(2), GEOL1040(2), GEOL1120(4), GEOL1150(4), GEOL1160(4), GEOL1850(3), GEOL1851(1), GERM1030(3), HIST1010(3), HIST1020(3), HIST1030(3), HIST1110(3), HIST1120(3), HIST1130(3), HIST1140(3), HIST1700(3), HIST2500(3), HIST2600(3), HIST2700(3), INTD1030(3), INTD1210(3), INTD1211(3), MUSC1130(1), MUSC1160(1), MUSC1170(1), MUSC1200(3), MUSC1220(3), MUSC1241(3), MUSC1242(3), MUSC1300(3), MUSC1320(1), MUSC1350(3), MUSC1500(2), MUSC1501(2), MUSC1502(2), MUSC1510(1), MUSC1560(1), MUSC1600(2), MUSC1610(1), MUSC1800(2), MUSC1801(2), MUSC1802(2), MUSC1810(1), MUSC1870(1), MUSC2010(2), MUSC2170(3), MUSC2180(3), MUSC2241(3), MUSC2242(3), MUSC2970(1), NSCI1110(4), NSCI1120(4), PHIL1010(3), PHIL1020(3), PHIL1030(3), PHIL1040(3), PHIL1060(3), PHIL1070(3), PHIL1110(3), PHIL1200(3), PHIL1210(3), PHYS1120(4), POLS1100(3), POLS1140(3), POLS1600(3), POLS1700(3), PSYC2350(3), SOC1130(3), SPAN1030(3), SPAN1101(5), SPAN1102(5), SPAN2201(5), SPAN2202(5), TFT1200(3), TFT1210(3), TFT1250(3), TFT1260(3), TFT1270(3), TFT1280(3), TFT1310(3), TFT1320(3), TFT1350(3), TFT1500(3), TFT1510(3), TFT1520(3), TFT1531(3), TFT1532(3), TFT1540(3), TFT1600(1), TFT1610(1), TFT1710(3), TFT2010(3), TFT2950(1)
2. 4 credits from additional MnTC Electives: AMST1010(3), AMST1020(3), AMST2210(3), AMST2220(3), ANTH1010(3), ANTH1020(3), ANTH1130(3), ARBC1030(3), ARBC1101(4), ARBC1102(4), ARBC2201(4), ART1040(3), ART1101(3), ART1102(3), ART1160(3), ART1170(3), ART1270(3), ART1301(3), ART1302(3), ART1310(3), ART1320(3), ART1340(3), ART1341(3), ART1361(3), ART1362(3), ART1401(3), ART1402(3), ART1770(3), ART2180(3), ART2190(3), ART2300(2), ART2611(3), ART2612(3), ART2640(3), ART2740(1), ART2750(1), ART2780(1), ART2781(1), ART2782(1), ART2800(1), ART2820(1), ART2860(1), ART2900(1), ART2970(1), ASL1101(4), ASL1102(4), ASL1300(3), ASL2201(4), ASL2202(4), BIOL1000(4), BIOL1001(4), BIOL1002(4), BIOL1030(4), BIOL1101(4), BIOL1102(4), BIOL1120(3), BIOL1130(4), BIOL1160(4), BIOL1200(4), BIOL1350(3), BIOL1360(4), BIOL1600(1), BIOL1610(1), BIOL1650(1), BIOL2020(4), BIOL2030(4), BIOL2100(4), BIOL2111(4), BIOL2112(4), CHEM1000(4), CHEM1010(4), CHEM1030(4), CHEM1061(4), CHEM1062(4), COMM1010(3), COMM1110(3), COMM1210(3), COMM1310(3), COMM1410(3), COMM1510(3), COMM1610(3), COMM1710(3), ECON1050(3), ECON1060(3), ECON1070(3), ENGL1111(3), ENGL1112(3), ENGL1140(3), ENGL1150(3), ENGL1201(4), ENGL1202(2), ENGL1250(2), ENGL1400(3), ENGL1450(3), ENGL1900(3), ENGL1950(3), ENGL2010(3), ENGL2020(3), ENGL2030(3), ENGL2270(3), ENGL2310(3), ENGL2320(3), ENGL2330(3), ENGL2340(3), ENGL2350(3), ENGL2360(3), ENGL2370(3), ENGL2380(3), ENGL2390(3), ENGL2450(3), ENGL2460(3), ENGL2550(3), ENGL2560(3), ENGL2580(3), ENGL2590(3), ENGL2950(3), GEOG1000(2), GEOG1010(3), GEOG1040(3), GEOG1100(3), GEOG1120(2), GEOL1010(2), GEOL1020(2), GEOL1030(2), GEOL1040(2), GEOL1110(4), GEOL1120(4), GEOL1130(4), GEOL1150(4), GEOL1160(4), GEOL1850(3), GEOL1851(1), GERM1030(3), HIST1010(3), HIST1020(3), HIST1030(3), HIST1110(3), HIST1120(3), HIST1130(3), HIST1140(3), HIST1200(3), HIST1210(3), HIST1220(3), HIST1240(3), HIST1270(3), HIST1700(3), HIST1800(3), HIST2500(3), HIST2600(3), HIST2700(3), INTD1030(3), INTD1040(3), INTD1210(3), INTD1211(3), MATH1010(3), MATH1080(3), MATH1130(3), MATH1140(3), MATH1150(3), MATH1160(4), MATH1170(4), MATH1180(5), MATH1190(5), MATH1200(3), MATH1221(5), MATH1222(5), MATH2010(3), MATH2220(5), MATH2300(3), MATH2400(3), MUSC1130(1), MUSC1160(1), MUSC1170(1), MUSC1200(3), MUSC1220(3), MUSC1241(3), MUSC1242(3), MUSC1300(3), MUSC1320(1), MUSC1350(3), MUSC1500(2), MUSC1501(2), MUSC1502(2), MUSC1510(1), MUSC1560(1), MUSC1600(2), MUSC1610(1), MUSC1800(2), MUSC1801(2), MUSC1802(2), MUSC1810(1), MUSC1870(1), MUSC2010(2), MUSC2170(3), MUSC2180(3), MUSC2241(3), MUSC2242(3), MUSC2970(1), NSCI1000(4), NSCI1010(1), NSCI1020(1), NSCI1030(1), NSCI1050(4), NSCI1060(3), NSCI1061(1), NSCI1070(3), NSCI1071(1), NSCI1110(4), NSCI1120(4), PHIL1010(3), PHIL1020(3), PHIL1030(3), PHIL1040(3), PHIL1050(3), PHIL1060(3), PHIL1070(3), PHIL1110(3), PHIL1200(3), PHIL1210(3), PHYS1000(4), PHYS1030(4), PHYS1050(4), PHYS1060(3), PHYS1061(1), PHYS1070(3), PHYS1120(4), PHYS1140(3), PHYS1201(5), PHYS1202(5), PHYS1400(3), PHYS1410(1), PHYS1450(3), PHYS1460(1), PHYS1601(5), PHYS1602(5), POLS1100(3), POLS1140(3), POLS1600(3), POLS1700(3), POLS2130(3), PSYC1110(3), PSYC1150(3), PSYC1165(3), PSYC1170(3), PSYC1210(3), PSYC1220(3), PSYC2320(3), PSYC2330(3), PSYC2340(3), PSYC2350(3), SOC1110(3), SOC1130(3), SOC1710(3), SOC1750(3), SOC2110(3), SOC2200(3), SOC2210(3), SOC2410(3), SOC2730(3), SPAN1030(3), SPAN1101(5), SPAN1102(5), SPAN2201(5), SPAN2202(5), TFT1200(3), TFT1210(3), TFT1250(3), TFT1260(3), TFT1270(3), TFT1280(3), TFT1310(3), TFT1320(3), TFT1350(3), TFT1500(3), TFT1510(3), TFT1520(3), TFT1531(3), TFT1532(3), TFT1540(3), TFT1600(1), TFT1610(1), TFT1710(3), TFT2010(3), TFT2950(1)

Cert: Chemical Laboratory Assistant

2013 - 2014

The Certificate of Chemical Technology certificate is designed to meet the needs of industry in the community.

Program Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
CHEM1061	Principles of Chemistry I	4		
CIS1101	Business Computer Systems I	3		
CHEM1062	Principles of Chemistry II	4		
CHEM2061	Organic Chemistry I	5		
CHEM2062	Organic Chemistry II	5		
CHEM2073	Introduction to Instrumental Methods and Analysis	4		

Total Credits Required 25

Gainful Employment Program Information

[Chemical Laboratory Assistant](#)

Notes

Acceptance into the Certificate program will require students to meet the prerequisite for Chem 1061, which is Math 1150 College Algebra (Goal Area 4).

Degree Information

Certificates may be earned for successful completion of courses in a specialized program of study with a minimum grade point average of 2.00 (C). A certificate shall include 9 to 30 semester credits. At least one-third of the total credits required for each certificate must be completed at North Hennepin Community College.

Developmental Courses

Some students may need preparatory course(s) in the areas of Math and/or English. Courses numbered below 1000 will not apply toward a degree.

Equal Opportunity Employer and Disability Access Information

North Hennepin Community College is a member of Minnesota State Colleges and Universities system and an equal opportunity employer and educator. This document is available in alternative formats to individuals with disabilities by calling 763-493-0555 or through the Minnesota Relay Service at 1-800-627-3529.

Accreditation

North Hennepin Community College is accredited by the:
Higher Learning Commission of the North Central Association of Colleges and Schools
30 N. LaSalle Street, Suite 2400
Chicago, IL 60602-2504
1-800-621-7440

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AA: Emphasis in Film 2013 - 2014

The Associate of Arts degree with an emphasis in Film gives students an understanding of – and experience with – audio-visual communication. You will learn how film and video actually work to produce an effect on an audience and how these media principles can be applied in your life and career. Such skills are now in high demand by employers as more and more companies look for people who can communicate through audio-visual media. The A.A. with Emphasis in Film transfers directly into the Screenwriting B.A. at Metropolitan State University, but our Film courses also provide a solid foundation in film theory should you decide to continue your film studies at a four-year institution.

Program Courses - Foundation Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
TFT1250	Introduction to Film	3		
TFT1310	American Cinema	3		
TFT1320	World Cinema	3		
TFT1280	Introduction to Screenwriting	3		
TFT1270	Digital Video Production	3		

Subtotal 15

Program Electives

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
6 credits from the following:				
TFT1110	The NHCC Filmmaking Project: Student Activity Class <i>or</i>	1		
TFT1210	Introduction to Theatre <i>or</i>	3		
TFT1260	Introduction to Television <i>or</i>	3		
TFT1290	Design for Theatre <i>or</i>	3		
TFT1500	Acting I: Improvisation and Foundations <i>or</i>	3		
TFT1540	Acting for the Camera <i>or</i>	3		
TFT1600	Theatre Practicum: Performance <i>or</i>	1		
TFT2010	Fundamentals of Directing <i>or</i>	3		
TFT2110	The NHCC Filmmaking Project: Capstone Class	3		

Subtotal 6

General Education Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
ENGL1201	College Writing I	4		
ENGL1202	College Writing II	2		
COMM1110	Principles of Interpersonal Communication	3		

Subtotal 9

General Education Electives

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
PHIL1020	Ethics	3		
4 credits from the following:				
BIOL1200	Current Environmental Issues <i>or</i>	4		
CHEM1000	Chemistry and Society <i>or</i>	4		
PHYS1120	Meteorology	4		
3 credits from Natural Sciences (Goal Area 3) in a different discipline¹				
3 credits from Mathematics/Logical Reasoning (Goal Area 4)²				
9 credits from Social and Behavioral Sciences (Goal Area 5). Must take at least one course in Behavioral Sciences and one course in Social Sciences.³				
Behavioral Sciences⁴				
Social Sciences⁵				

1 credit from Physical Education Electives⁶				
3 credits from Health Electives⁷				
4 credits from additional MnTC Electives⁸				

Subtotal 30

General Education Electives

Total Credits Required 60

Degree Requirements

60 Credits total at college level

Degree Information

The Associate of Arts (A.A.) is awarded for successful completion of 60 credits and is designed to constitute the first two years of a liberal arts bachelor degree program. An A.A. degree includes the entire 40 credit Minnesota Transfer Curriculum (MnTC) as the general education requirement. Students may also choose to concentrate in a particular field of study in preparation for a planned major or professional emphasis at a four-year college by following the pre-major requirement of the desired transfer institution in addition to the MnTC and A.A. requirements.

A student shall:

- Earn a minimum of 60 semester credits.
- Earn a grade point average of 2.00 (C) or higher in courses taken at North Hennepin Community College.
- Earn a minimum of 20 semester credits of the 60 semester credits required for the A.A. Degree at NHCC.
- Complete the general education distribution requirement listed in the Minnesota Transfer Curriculum. The student shall select general education (MnTC) courses numbered 1000 or above to complete a minimum of 40 credits.
- Have four years in which to complete their work under the terms of the catalog in effect at the time of their first enrollment.
- Students taking more than four years to complete their graduation requirements may follow any catalog in effect during the four-year period preceding their date of graduation.

Required A.A. Degree Course Distribution:

- Complete 40 credits in the Minnesota Transfer Curriculum satisfying the requirements for each of the 10 goal areas.
- Complete at least 4 credits for the Wellness requirement with at least one course from each of the following areas: Health (all courses) and Physical Education (all courses).
- Complete 16 elective credits selected from all courses listed in the College's offerings, which are numbered 1000 or higher.

If the student intends to transfer, he/she is encouraged to work with an advisor to fulfill requirements for transfer to the other institution.

Completion of an A.A. degree fulfills the Goal Area 2 requirement of the Minnesota Transfer Curriculum (MnTC).

Developmental Courses

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Program Outcomes

Knowledge of human cultures and the physical and natural world, including:

- how film traditions and filmmaking developments in America have contributed to our culture - at times both inhibiting and developing our understanding of our own cultural diversity;
- how film traditions and developments in non-English-speaking countries have contributed to filmmaking and world culture;
- how the elements of film work together to produce an effect on an audience; how cinematography, design, editing, sound, theme, screenplay, performance, and directing combine to make those impacts; and,
- how a film's social context and its political and religious influence show that film is not only an entertainment, but also a powerful tool for communication of a point of view.

Intellectual and Practical Skills, including:

- using critical skills (interpretive, evaluative, and analytical) toward understanding a film's intent, evaluating its effect, and judging its quality, not only from a United States perspective, but from a World perspective;
- demonstrating an ability to employ the elements of film to effectively and artistically communicate a message;
- experiencing a wide variety of approaches to filmmaking.

Personal and Social Responsibility, including:

- the ability to work independently and collaboratively in a high-pressure creative environment;
- acting with sensitivity to cultural differences in films and filmmaking, both in what's portrayed as well as toward the people making them.

Integrative Learning, including:

- participating in the various aspects of filmmaking mentioned above;
- demonstrating a required level of proficiency in creating images and sounds that work together to produce the effect they intend on an audience;
- investigating careers in film and television.

Be prepared to transfer to a four year institution in this discipline:

- Currently articulates to Metropolitan State University's Screenwriting B.A. Program; pending with Film Studies at St. Cloud State University and Moorhead State University; and,
- Graduates will have completed all 10 Goal Areas of the Minnesota Transfer Curriculum requirements and have a foundation of knowledge in film to prepare them for transfer to a baccalaureate program in Film Studies or Screenwriting.

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30 N. LaSalle Street, Suite 2400
Chicago, IL 60602-2504
1-800-621-7440

1. 3 credits from Natural Sciences (Goal Area 3) in a different discipline: ANTH1020(3), BIOL1000(4), BIOL1001(4), BIOL1002(4), BIOL1030(4), BIOL1101(4), BIOL1102(4), BIOL1120(3), BIOL1130(4), BIOL1160(4), BIOL1200(4), BIOL1350(3), BIOL1360(4), BIOL1610(1), BIOL1650(1), BIOL2020(4), BIOL2030(4), BIOL2100(4), BIOL2111(4), BIOL2112(4), CHEM1000(4), CHEM1010(4), CHEM1030(4), CHEM1061(4), CHEM1062(4), GEOG1010(3), GEOL1010(2), GEOL1020(2), GEOL1030(2), GEOL1040(2), GEOL1110(4), GEOL1120(4), GEOL1130(4), GEOL1150(4), GEOL1160(4), GEOL1850(3), GEOL1851(1), NSCI1000(4), NSCI1010(1), NSCI1020(1), NSCI1030(1), NSCI1050(4), NSCI1060(3), NSCI1061(1), NSCI1070(3), NSCI1071(1), NSCI1110(4), NSCI1120(4), PHYS1000(4), PHYS1030(4), PHYS1050(4), PHYS1060(3), PHYS1061(1), PHYS1070(3), PHYS1120(4), PHYS1140(3), PHYS1201(5), PHYS1202(5), PHYS1400(3), PHYS1410(1), PHYS1450(3), PHYS1460(1), PHYS1601(5), PHYS1602(5)
2. 3 credits from Mathematics/Logical Reasoning (Goal Area 4): MATH1010(3), MATH1080(3), MATH1130(3), MATH1140(3), MATH1150(3), MATH1160(4), MATH1170(4), MATH1180(5), MATH1190(5), MATH1200(3), MATH1221(5), MATH1222(5), MATH2010(3), MATH2220(5), MATH2300(3), MATH2400(3), PHIL1050(3)
3. 9 credits from Social and Behavioral Sciences (Goal Area 5). Must take at least one course in Behavioral Sciences and one course in Social Sciences.: ANTH1010(3), ANTH1130(3), ECON1050(3), ECON1060(3), ECON1070(3), HIST1010(3), HIST1020(3), HIST1030(3), HIST1110(3), HIST1120(3), HIST1130(3), HIST1140(3), HIST1200(3), HIST1210(3), HIST1220(3), HIST1240(3), HIST1270(3), HIST1700(3), HIST1800(3), HIST2500(3), HIST2600(3), HIST2700(3), POLS1100(3), POLS1140(3), POLS1600(3), POLS1700(3), POLS2130(3), PSYC1110(3), PSYC1150(3), PSYC1165(3), PSYC1170(3), PSYC1210(3), PSYC1220(3), PSYC2320(3), PSYC2330(3), PSYC2340(3), PSYC2350(3), SOC1110(3), SOC1710(3), SOC1750(3), SOC2110(3), SOC2200(3), SOC2210(3), SOC2410(3), SOC2730(3)
4. Behavioral Sciences: ANTH1010(3), ANTH1130(3), PSYC1110(3), PSYC1150(3), PSYC1165(3), PSYC1170(3), PSYC1210(3), PSYC1220(3), PSYC2320(3), PSYC2330(3), PSYC2340(3), PSYC2350(3), SOC1110(3), SOC1710(3), SOC1750(3), SOC2110(3), SOC2200(3), SOC2210(3), SOC2410(3), SOC2730(3)
5. Social Sciences: ECON1050(3), ECON1060(3), ECON1070(3), HIST1010(3), HIST1020(3), HIST1030(3), HIST1110(3), HIST1120(3), HIST1130(3), HIST1140(3), HIST1200(3), HIST1210(3), HIST1220(3), HIST1240(3), HIST1270(3), HIST1700(3), HIST1800(3), HIST2500(3), HIST2600(3), HIST2700(3), POLS1100(3), POLS1140(3), POLS1600(3), POLS1700(3), POLS2130(3)
6. 1 credit from Physical Education Electives: PE1010(2), PE1020(1), PE1040(1), PE1041(1), PE1042(1), PE1050(1), PE1070(1), PE1110(1), PE1120(1), PE1130(1), PE1140(1), PE1151(1), PE1152(1), PE1200(1), PE1210(1), PE1230(1), PE1240(1), PE1250(3), PE1260(1), PE1270(1), PE1300(1), PE1310(1), PE1360(2), PE1370(1), PE1380(1), PE1390(1), PE1400(1), PE1420(1), PE1430(1), PE1440(1), PE1451(1), PE1452(1), PE1500(3), PE1510(2), PE1520(3), PE1600(1), PE1620(1), PE1650(1), PE1700(3), PE1710(3), PE1720(2), PE1730(1), PE1740(1), PE1750(1), PE1751(1), PE1752(1), PE1760(1), PE1770(2), PE1780(1), PE1790(1), PE1800(1), PE1810(1), PE1820(1), PE1830(1), PE1840(1), PE1930(1), PE1940(1), PE1990(1), PE2101(4), PE2102(2), PE2390(2), PE2490(4)

PE2910(1)

7. 3 credits from Health Electives: HLTH1030(3), HLTH1050(3), HLTH1060(3), HLTH1070(3), HLTH1080(3), HLTH1100(3), HLTH1250(3), HLTH1600(3), HLTH1900(3), HLTH1990(1)
8. 4 credits from additional MnTC Electives: AMST1010(3), AMST1020(3), AMST2210(3), AMST2220(3), ANTH1010(3), ANTH1020(3), ANTH1130(3), ARBC1030(3), ARBC1101(4), ARBC1102(4), ARBC2201(4), ART1040(3), ART1101(3), ART1102(3), ART1160(3), ART1170(3), ART1270(3), ART1301(3), ART1302(3), ART1310(3), ART1320(3), ART1340(3), ART1341(3), ART1361(3), ART1362(3), ART1401(3), ART1402(3), ART1770(3), ART2180(3), ART2190(3), ART2300(2), ART2611(3), ART2612(3), ART2640(3), ART2740(1), ART2750(1), ART2780(1), ART2781(1), ART2782(1), ART2800(1), ART2820(1), ART2860(1), ART2900(1), ART2970(1), ASL1101(4), ASL1102(4), ASL1300(3), ASL2201(4), ASL2202(4), BIOL1000(4), BIOL1001(4), BIOL1002(4), BIOL1030(4), BIOL1101(4), BIOL1102(4), BIOL1120(3), BIOL1130(4), BIOL1160(4), BIOL1200(4), BIOL1350(3), BIOL1360(4), BIOL1600(1), BIOL1610(1), BIOL1650(1), BIOL2020(4), BIOL2030(4), BIOL2100(4), BIOL2111(4), BIOL2112(4), CHEM1000(4), CHEM1010(4), CHEM1030(4), CHEM1061(4), CHEM1062(4), COMM1010(3), COMM1110(3), COMM1210(3), COMM1310(3), COMM1410(3), COMM1510(3), COMM1610(3), COMM1710(3), ECON1050(3), ECON1060(3), ECON1070(3), ENGL1111(3), ENGL1112(3), ENGL1140(3), ENGL1150(3), ENGL1201(4), ENGL1202(2), ENGL1250(2), ENGL1400(3), ENGL1450(3), ENGL1900(3), ENGL1950(3), ENGL2010(3), ENGL2020(3), ENGL2030(3), ENGL2270(3), ENGL2310(3), ENGL2320(3), ENGL2330(3), ENGL2340(3), ENGL2350(3), ENGL2360(3), ENGL2370(3), ENGL2380(3), ENGL2390(3), ENGL2450(3), ENGL2460(3), ENGL2550(3), ENGL2560(3), ENGL2580(3), ENGL2590(3), ENGL2950(3), GEOG1000(2), GEOG1010(3), GEOG1040(3), GEOG1100(3), GEOG1120(2), GEOL1010(2), GEOL1020(2), GEOL1030(2), GEOL1040(2), GEOL1110(4), GEOL1120(4), GEOL1130(4), GEOL1150(4), GEOL1160(4), GEOL1850(3), GEOL1851(1), GERM1030(3), HIST1010(3), HIST1020(3), HIST1030(3), HIST1110(3), HIST1120(3), HIST1130(3), HIST1140(3), HIST1200(3), HIST1210(3), HIST1220(3), HIST1240(3), HIST1270(3), HIST1700(3), HIST1800(3), HIST2500(3), HIST2600(3), HIST2700(3), INTD1030(3), INTD1040(3), INTD1210(3), INTD1211(3), MATH1010(3), MATH1080(3), MATH1130(3), MATH1140(3), MATH1150(3), MATH1160(4), MATH1170(4), MATH1180(5), MATH1190(5), MATH1200(3), MATH1221(5), MATH1222(5), MATH2010(3), MATH2220(5), MATH2300(3), MATH2400(3), MUSC1130(1), MUSC1160(1), MUSC1170(1), MUSC1200(3), MUSC1220(3), MUSC1241(3), MUSC1242(3), MUSC1300(3), MUSC1320(1), MUSC1350(3), MUSC1500(2), MUSC1501(2), MUSC1502(2), MUSC1510(1), MUSC1560(1), MUSC1600(2), MUSC1610(1), MUSC1800(2), MUSC1801(2), MUSC1802(2), MUSC1810(1), MUSC1870(1), MUSC2010(2), MUSC2170(3), MUSC2180(3), MUSC2241(3), MUSC2242(3), MUSC2970(1), NSCI1000(4), NSCI1010(1), NSCI1020(1), NSCI1030(1), NSCI1050(4), NSCI1060(3), NSCI1061(1), NSCI1070(3), NSCI1071(1), NSCI1110(4), NSCI1120(4), PHIL1010(3), PHIL1020(3), PHIL1030(3), PHIL1040(3), PHIL1050(3), PHIL1060(3), PHIL1070(3), PHIL1110(3), PHIL1200(3), PHIL1210(3), PHYS1000(4), PHYS1030(4), PHYS1050(4), PHYS1060(3), PHYS1061(1), PHYS1070(3), PHYS1120(4), PHYS1140(3), PHYS1201(5), PHYS1202(5), PHYS1400(3), PHYS1410(1), PHYS1450(3), PHYS1460(1), PHYS1601(5), PHYS1602(5), POLS1100(3), POLS1140(3), POLS1600(3), POLS1700(3), POLS2130(3), PSYC1110(3), PSYC1150(3), PSYC1165(3), PSYC1170(3), PSYC1210(3), PSYC1220(3), PSYC2320(3), PSYC2330(3), PSYC2340(3), PSYC2350(3), SOC1110(3), SOC1130(3), SOC1710(3), SOC1750(3), SOC2110(3), SOC2200(3), SOC2210(3), SOC2410(3), SOC2730(3), SPAN1030(3), SPAN1101(5), SPAN1102(5), SPAN2201(5), SPAN2202(5), TFT1200(3), TFT1210(3), TFT1250(3), TFT1260(3), TFT1270(3), TFT1280(3), TFT1310(3), TFT1320(3), TFT1350(3), TFT1500(3), TFT1510(3), TFT1520(3), TFT1531(3), TFT1532(3), TFT1540(3), TFT1600(1), TFT1610(1), TFT1710(3), TFT2010(3), TFT2950(1)

AFA: Theatre 2013 - 2014

The Associate in Fine Arts program in Theatre is a two-year associate degree in theatre designed to provide a broad background in theatre for students planning transfer to another college or university to complete a bachelor's degree in theatre. Geared toward performance majors, the degree includes rigorous academic studies along with hands-on experience in theatre methods and practices.

Program Courses - Theatre Foundation

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
TFT1210	Introduction to Theatre	3		
TFT1500	Acting I: Improvisation and Foundations	3		
TFT1520	Acting II: Building Characters	3		
TFT1350	The American Musical Theatre	3		
TFT1290	Design for Theatre	3		
TFT1510	Foundations of Acting: Stage Movement and Voice	3		
TFT1600	Theatre Practicum: Performance	2		
TFT1610	Theatre Practicum: Technical	1		
ENGL1450	Reading Plays	3		

Subtotal 24

Program Electives

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
8 credits from the following:				
ART1040	Introduction to Art <i>or</i>	3		
ART1270	Digital Video Production <i>or</i>	3		
ART1310	Three Dimensional Design <i>or</i>	3		
ART1320	Introduction to Sculpture <i>or</i>	3		
ENGL2500	Playwrighting <i>or</i>	3		
ENGL2580	The Shakespeare's Plays <i>or</i>	3		
MUSC1350	History of Rock 'n Roll <i>or</i>	3		
PE1430	Tai Chi Chih <i>or</i>	1		
PE1750	Yoga <i>or</i>	1		
PE1830	Social Dance <i>or</i>	1		
TFT1250	Introduction to Film <i>or</i>	3		
TFT1260	Introduction to Television <i>or</i>	3		
TFT1270	Digital Video Production <i>or</i>	3		
TFT1531	Stage Combat I <i>or</i>	3		
TFT1532	Stage Combat II <i>or</i>	3		
TFT1540	Acting for the Camera <i>or</i>	3		
TFT1710	Oral Interpretation and Traditions <i>or</i>	3		
TFT2010	Fundamentals of Directing	3		

Subtotal 8

General Education Courses

Course No.	Course Title	Credits	Goal Area	Comments/Substitution
ENGL1201	College Writing I	4		
ENGL1202	College Writing II	2		
COMM1110	Principles of Interpersonal Communication	3		
3 credits from Natural Sciences/People & the Environment (Goal Areas 3 & 10):				
BIOL1610	Field Ecology <i>or</i>	1		
GEOG1010	Physical Geography <i>or</i>	3		
GEOL1120	Historical Geology <i>or</i>	4		
GEOL1850	Oceanography <i>or</i>	3		
NSCI1010	Science of Disaster Workshop I <i>or</i>	1		

NSCI1020	Science of Disaster Workshop II <i>or</i>	1		
NSCI1030	Science of Disaster Workshop III	1		
4 credits from Natural Sciences (Goal Area 3 Lab):				
BIOL1200	Current Environmental Issues <i>or</i>	4		
CHEM1000	Chemistry and Society <i>or</i>	4		
GEOL1110	Physical Geology <i>or</i>	4		
PHYS1120	Meteorology	4		
1 course from Mathematics/Logical Reasoning (Goal Area 4):				
MATH1010	Survey of Mathematics <i>or</i>	3		
MATH1130	Elementary Statistics <i>or</i>	3		
MATH1140	Finite Mathematics <i>or</i>	3		
MATH1150	College Algebra <i>or</i>	3		
PHIL1050	Introduction to Logic	3		
1 course from History and the Social & Behavioral Sciences/Global Perspective (Goal Areas 5 & 8):				
ANTH1010	Introduction to Anthropology: Cultural Anthropology <i>or</i>	3		
ECON1060	Principles of Economics Macro <i>or</i>	3		
HIST1020	World History: 1300 to Present <i>or</i>	3		
HIST1110	History of Western Civilization Pre 1550 <i>or</i>	3		
HIST1120	History of Western Civilization 1550 to Present <i>or</i>	3		
HIST1130	History of the Medieval West <i>or</i>	3		
HIST1140	History of the Ancient West	3		
1 course from History and the Social & Behavioral Sciences/Ethical & Civic Responsibility (Goal Areas 5 & 9):				
ECON1050	Economics of Crime <i>or</i>	3		
HIST1700	History and Popular Culture <i>or</i>	3		
HIST2700	History and Popular Culture <i>or</i>	3		
POLS1100	American Government and Politics	3		
1 course from Goal Areas 5 & 8 OR 5 & 9:				
ANTH1010	Introduction to Anthropology: Cultural Anthropology <i>or</i>	3		
ECON1050	Economics of Crime <i>or</i>	3		
ECON1060	Principles of Economics Macro <i>or</i>	3		
HIST1020	World History: 1300 to Present <i>or</i>	3		
HIST1110	History of Western Civilization Pre 1550 <i>or</i>	3		
HIST1120	History of Western Civilization 1550 to Present <i>or</i>	3		
HIST1130	History of the Medieval West <i>or</i>	3		
HIST1140	History of the Ancient West <i>or</i>	3		
HIST1700	History and Popular Culture <i>or</i>	3		
HIST2700	History and Popular Culture <i>or</i>	3		
POLS1100	American Government and Politics	3		

Subtotal 28

Total Credits Required 60

Program Outcomes

Knowledge of human cultures and the physical and natural world, including:

- identifying in an historical, cultural and societal perspective the genres of theatre with exemplary authors and works

Intellectual and Practical Skills, including:

- analyzing and effectively communicating stylistic elements of theatre pieces and significant authors, including structural parameters, language, aesthetic factors, and interdisciplinary requirements
- demonstrating technical proficiency and artistic synthesis in vocal, physical and emotional development in performance
- experiencing multiple modern and classical approaches to performance, script interpretation, and character formation
- using a wide range of creative and critical approaches to relate theatre art to society

Personal and Social Responsibility, including:

- the ability to work independently and collaboratively in a high-pressure creative environment
- understanding cultural differences in theatre practices

Integrative Learning, including:

- participating in theatrical productions at varied levels including design, makeup, stagecraft, and production
- demonstrating a required level of proficiency in acting and directing
- investigating careers in the theatre arts

Be prepared to transfer to a four year institution in this discipline.

Accreditation

North Hennepin Community College is accredited by the:
Higher Learning Commission of the North Central Association of Colleges and Schools
30 N. LaSalle Street, Suite 2400
Chicago, IL 60602-2504
1-800-621-7440

Degree Information

An Associate of Fine Arts (A.F.A.) degree is intended for students whose primary goal is to complete a program in a designated discipline in fine arts. The A.F.A. degree is designed for transfer to a baccalaureate degree.

Completion of an A.F.A. degree fulfills the Goal Area 2 requirement of the Minnesota Transfer Curriculum (MnTC).

Developmental Coursework

Some students may need preparatory course(s) in the areas of Math and/or English. Courses numbered below 1000 will not apply toward a degree.

Equal Opportunity Employer and Disability Access Information

North Hennepin Community College is a member of Minnesota State Colleges and Universities system and an equal opportunity employer and educator. This document is available in alternative formats to individuals with disabilities by calling 763-493-0555 or through the Minnesota Relay Service at 1-800-627-3529.

Transfer Information

If you are planning on transferring to another institution, follow the guidelines available on our transfer resources web page to help you plan the process: [Transfer Information](#)

Career Opportunities

Information on careers, including salary and employment outlook data, is available on the iseek and Bureau of Labor Statistics websites: www.iseek.org and www.bls.gov.

ACCT 1000 Small Business Accounting Credits: 4.00 Goal Area(s): na This course is for the student who wants to understand and practice accounting in a small business environment. Topics include: assets, liabilities, equity, revenue, expenses, accruals, deferrals, preparation/analysis of financial statements, fixed assets and cash control. This course does not transfer to four-year colleges.

ACCT 1990 Topic: Credits: Goal Area(s): na This course will provide flexibility in offering an in-depth review of topics of immediate importance and topical interest. These topics will go beyond the introductory courses in examining specific aspects of the subject matter.

ACCT 2100 The Accounting Cycle Credits: 1.00 Goal Area(s): na The purpose of this course is to provide the beginning accounting student a basic understanding of the "Debit & Credit" concept along with a basic understanding of assets, liabilities, owners equity, deferrals, accruals and basic financial statement preparation.

ACCT 2111 Financial Accounting Credits: 4.00 Goal Area(s): na This course is a study of the accounting principles and concepts used to understand and develop financial statements. Topics include accruals and deferrals, revenues, expenses, assets, equities, and cash flows. The course will analyze current industry financial statements from the point of view of investors and creditors for profitability, liquidity and risk.

ACCT 2112 Managerial Accounting Credits: 4.00 Goal Area(s): na Managerial accounting consists of analyzing and preparing reports for internal use in the company's management decision-making process. This course will cover job costing, budgeting, break-even and cost variance analysis, evaluation of several types of cost and profit centers and profitability review. Prerequisite: Acct 2111

ACCT 2200 Applied Accounting Capstone Course Credits: 3.00 Goal Area(s): na This final capstone course in the accounting sequence is designed to extend and integrate your understanding of theoretical and practical issues in accounting, including the analytical and decision making processes for business enterprises. Further development of theoretical and practical issues from prerequisite courses and reinforcement of communication skills (writing, discussion, and presentation) are central elements of this course.

This course will provide the student with the ability to enter the job market or transfer to a four year school with a good understanding of the accounting functions of a small business.

Note: Experience using spreadsheets is recommended. Prerequisite: Acct 2100, Acct 2112 and CIS 1220 or with instructor's approval

ACCT 2230 Computerized Accounting with QuickBooks Credits: 3.00 Goal Area(s): na This course provides a hands-on approach to learning how current (on the market) computerized accounting systems are used and installed. The following modules are covered: general ledger, financial statements, accounts receivable, accounts payable, purchasing, inventory and payroll.

Note: Knowledge of accounting debits and credits and CIS 1101 or computer experience is recommended. Prerequisite: Acct 2111

ACCT 2250 Small Business Payroll Credits: 2.00 Goal Area(s): na Students taking this course will prepare and analyze payroll transactions, federal/state payroll tax reports. Prerequisite: Acct 2111

ACCT 2260 Small Business Income Taxes Credits: 2.00 Goal Area(s): na This course will assist the student in understanding corporation and personal (Schedule C) tax requirements. It will also show students what they must do to prepare and maintain tax information for the year end business income tax statements. Prerequisite: Acct 2111

ADEV 0940 Building A College Vocabulary Credits: 1.00 Goal Area(s): na Students will learn the major strategies used by adults in developing vocabulary such as word parts and context clues. Students will take weekly quizzes and engage in a variety of exercises to learn new words. Credit does not apply to a degree. Placement in this class is determined by student's score on the reading assessment test.

ADEV 0951 College Reading and Learning Strategies I Credits: 4.00 Goal Area(s): na This course prepares students for success in future college coursework. This course emphasizes learning strategies to improve comprehension and understanding of how various texts are organized. This course requires students to examine their existing learning strategies and introduces students to learning practices, processes, techniques and/or strategies necessary for college success, such as prereading, underlining and annotating, and/or developing study aids. Credit does not apply to a degree. Placement in this class is determined by student's score on the reading assessment test.

Students who place into ADEV 0951 are required to enroll in the full reading sequence (ADEV 0951 and ADEV 0952) during the first two terms at NHCC.

Students who place into ADEV 0951 are required to enroll in this course during their first term at NHCC.

ADEV 0952 College Reading and Learning Strategies II Credits: 3.00 Goal Area(s): na The academic focus of this course is the introduction of critical literacy skills. Students enrolled in this course are offered extended practice with various literary and informational texts. Students will be expected to produce written products that demonstrate their comprehension of these texts. Students who successfully complete this course will have acquired learning strategies for comprehending and studying a variety of college-level materials. Credit does not apply to a degree.

Placement in this class will be determined by student's reading assessment score and/or successful completion of ADev 0951.

Prerequisite: For Nursing program students, ADEV 0951 with a grade of B better OR equivalent reading assessment test score.

For non-nursing program students, ADEV 0951 with a grade of C or better OR equivalent reading assessment test score.

ADEV 0961 College Learning 1 Credits: 2.00 Goal Area(s): na In this course, students will learn to use specific strategies for successfully reading college texts. They will be able to articulate the 3-stage reading process and reasons for using the PDQ3R approach to reading, as well as the connection between self-motivation and reading strategies. They will successfully use annotation to document their reading comprehension strategies.

ADEV 0962 College Learning 2 Credits: 2.00 Goal Area(s): na In this course, students will focus on the organization of information in college texts. At the end of this course, they will be able to identify a variety of organization structures, identify main ideas in both paragraphs and extended passages, and point out supporting and minor details in those passages.

ADEV 0963 College Learning 3 Credits: 2.00 Goal Area(s): na In this course, students will use a variety of forms of note taking to support their reading comprehension in a variety of college texts, including taking double-column notes, outlining, summarizing, and creating graphic organizers.

ADEV 0964 College Learning 4 Credits: 2.00 Goal Area(s): na In this course, students will practice applying a variety of reading/learning skills - including PDQ3R, KWL, annotation, identification of text structures and organization, and note taking - to textbook chapters in specific disciplines.

ADEV 1000 Career Planning Credits: 2.00 Goal Area(s): na This course is designed to empower students with career decision-making skills that can be used their entire lifetime. Students will explore their strengths, attitudes, interests, potential, abilities, skills, and values as they apply to either a career, changing careers, or career planning in general. Career and personality inventories will be administered in class. Students will evaluate the results of each of the inventories and learn how these findings relate to possible careers. Current issues and trends in the workforce related to hiring and job opportunities will be evaluated. Students will develop a career portfolio including a career plan and an educational plan which will help them meet their career goals.

BUS 1000 and ADEV 1000 are the same course; credit may not be earned for both. Recommend students in this course also enroll in BUS 1010 Job Seeking Skills or ADEV 1010 Job Seeking Skills.

ADEV 1010 Job Seeking Skills Credits: 1.00 Goal Area(s): na This course is designed to empower students with the skills and resources necessary to find a job. Topics covered will include effective job searching resources, developing interviewing skills, networking techniques and learning how to write effective resumes and cover letters. Students will develop their own dynamic resume and cover letter in this class and also learn many effective techniques to use before, during and after an interview. Students will develop a job seeking portfolio including their up-to-date resume and cover letter to help meet their goal of securing a job.

BUS 1010 and ADEV 1010 are the same course; credit may not be earned for both.

Recommend students in this course also enroll in BUS 1000 Career Planning or ADEV 1000 Career Planning.

ADEV 1950 Reading Texts Critically Credits: 3.00 Goal Area(s): na This course will focus on developing critical literacy and critical thinking strategies necessary for dealing efficiently and effectively with different kinds of college reading assignments. A major focus of the class will be on developing strategies such as pre-reading, marking and annotating, identifying patterns of organization and vocabulary enhancement. Critical literacy and critical thinking will be applied to a variety of assignments. Prerequisite: ADev 0952 with a grade of C or better or equivalent reading assessment test score. For Nursing program students, ADEV 0952 with a grade of B better OR equivalent reading assessment test score.

ADEV 1990 Topic: Credits: Goal Area(s): na This course will provide flexibility in offering an in-depth review of topics of immediate importance and topical interest. These topics will go beyond the introductory courses in examining specific aspects of the subject matter.

ANTH 1010 Introduction to Anthropology: Cultural Anthropology Credits: 3.00 Goal Area(s): 05, 08 This course examines the nature of culture by studying the forms of conventional behavior (language, ideology, Social organization, and technology) and their material manifestations. It also seeks to explain

the variation in cultures of representative ethnic groups and societies of present and recent past in terms of ecological adaptation and cultural evolution.

ANTH 1020 Intro to Anthropology: Physical Anthropology, Archaeology & Prehistory Credits: 3.00

Goal Area(s): 03, 10 This course studies the relationship of prehistoric physical and cultural origins and development of humankind to the establishment of the first civilizations of the Old and New worlds. It examines the archaeological evidence for the theory of bio-cultural evolution, which helps to explain both the prehistoric developments and much of the cultural variation that is in the world today. The course does include a lab-like experience.

ANTH 1130 The Archaeology of Prehistoric Europe Credits: 3.00 Goal Area(s): 05, 10

Anthropology is concerned with the many ways that humans have adapted to their physical and social environments, including the systems of meaning and social organization that they use, as well as the historical development of those adaptations. There are a number of subfields within Anthropology in America: (Archaeology, Physical Anthropology, Linguistics, and applied Anthropology), and this course focuses on the remote past of Europe before the advent of writing (history), as revealed through archaeological research. We will focus primarily on Temperate Europe (north of the Alps), but to do so we will repeatedly run into the sophisticated cultures of the Mediterranean Basin. Evidence will be considered starting with the first people in Europe, through millennia of hunting and gathering, and then the broad changes that occurred with the advent of agriculture and metal use, and the increasing societal complexity, ending with the coming of the Romans who brought "civilization" to their northern neighbors.

ANTH 1990 Topic: Credits: Goal Area(s): na This course will provide flexibility in offering an in-depth review of topics of immediate importance and topical interest. These topics will go beyond the introductory courses in examining specific aspects of the subject matter.

ARBC 1030 Arab Cultures Credits: 3.00 Goal Area(s): 06, 08 This course discusses the history and culture of the Arab world examining various aspects of this rich and venerable civilization, the importance attached to education, the achievements of Arab science and also the internal conflicts, wide-spread poverty, and the role of women. This course is also an introduction to how the religion of Islam created a far-flung Arab Muslim world that embraces lands reaching from the shores of the Atlantic to the Indian Ocean and examines how social institutions and culture are intertwined with politics and economics. This course is taught in English; no previous knowledge of Arabic language is required.

ARBC 1101 Introduction to Arabic Credits: 4.00 Goal Area(s): 08 Designed for the student with little or no previous experience with a second language, this course gives students the opportunity to learn basic communication needs in Arabic. The four language skills of reading, listening, writing, and speaking will be implemented and practiced. The class begins with learning the Alphabet and progresses into learning reading elementary level Arabic, writing simple sentences, speaking basic and introductory idioms. Listening drills and exercises are also applied and versed in the class. Student will also learn basic grammar and its applicability, especially in writing.

The course also introduces students to the culture of the Arabic-speaking people. Some aspects of Arab heritage, traditions, and customs will be highlighted and explained.

ARBC 1102 Beginning Arabic II Credits: 4.00 Goal Area(s): 08 This course is the second of two-course series to fulfill the needs of our students as well as our community. It is designed for non-native beginners to learn formal Arabic also known as Modern Standard Arabic. Prerequisite: Arbc 1101

ARBC 1990 Topic: Credits: 3.00 Goal Area(s): na This course will provide flexibility in offering an in-depth review of topics of immediate importance and topical interest. These topics will go beyond the introductory courses in examining specific aspects of the subject matter.

ARBC 2201 Intermediate Arabic I Credits: 4.00 Goal Area(s): 08 This course continues the development of the multiple language skills introduced in the beginning sequence. The student is introduced to the literature and culture of Arabic speaking nations. Prerequisite: Arbc 1102 or equivalent

ART 1040 Introduction to Art Credits: 3.00 Goal Area(s): 06, 08 This course introduces the basic concepts of the visual arts, the organization of art forms, and the historical development of architecture, painting, and sculpture with an emphasis on contemporary art. A general world view of art is presented through lecture and discussion. Students will investigate the creative aspects of the visual arts through in-class examples and a field trip to a Twin Cities museum.

ART 1100 Creative Suite: Art, Design and the Web Credits: 2.00 Goal Area(s): na An introduction to creating art, designing for print and the web using Adobe Creative Suite. Students will learn how to use Photoshop, Illustrator, InDesign, and Dreamweaver to produce creative design solutions for artwork, graphic design and web design. This course is for anyone with an interest in learning more about art, graphic design, web design and the Adobe Creative Suite.

ART 1101 Photography I Credits: 3.00 Goal Area(s): 06 This is an introduction to the fundamentals of black and white photography. Both technical and creative skills are developed in the use of the camera, exposing and developing film, enlarging and finishing the black and white photograph. Class critiques help articulate individual visual growth while artist presentations and field trips to galleries and museums help acquaint students with significant photographers. Students use film-based cameras with adjustable shutter speed and f-stop. A limited number of cameras are available for rental.

ART 1102 Photography II Credits: 3.00 Goal Area(s): 06 This course is for students with a basic background in camera operations and darkroom procedures. There is a greater emphasis on the photograph as a fine print, the student's personal growth and perceptions in the medium. Class time will include discussions, slide shows and guest lectures. Students must have a film-based camera with adjustable shutter speed and f-stop. Course may be repeated for credit. Prerequisite: Art 1101

ART 1160 Digital Photography Credits: 3.00 Goal Area(s): 06 A logical sequence to Art 1101 or 1140, this class emphasizes the computer as a digital darkroom to create photographic images through the traditional camera or a digital camera.): Course content includes an overview of basic photographic techniques and a rigorous examination of Adobe Photoshop through assignments and personal exploration, class critiques and artist presentations, to help student understanding of photographic art. Students must have their own digital or analog camera.

ART 1170 Advanced Photography Credits: 3.00 Goal Area(s): 06 This course blends traditional and digital photography introducing a variety of both film based and digital technology to support creative and personal visual investigation. Prerequisites: Art 1101 and/or Art 1160

ART 1270 Digital Video Production Credits: 3.00 Goal Area(s): 06 This course introduces basic video production concepts and techniques with an emphasis on using the elements of motion and sound as creative artistic tools. Students will critically analyze video in terms of genre, context, meaning, visual language and form and then produce and edit their own short projects that explore creative and experimental applications of the medium rather than the traditional mass communication form. Students are encouraged to use their own computer for editing if possible. Basic knowledge of the computer is helpful.

ART 1301 Two Dimensional Design I Credits: 3.00 Goal Area(s): 06 This course introduces a visual vocabulary and tools essential for all flat design and space, and investigates basic principles related to composition, pattern making, illusory space, and self expression. Various techniques and materials are explored including paint, pencil, pen, brush, and pastels. This course also introduces students to artists and design elements from a variety of cultures.

Strongly recommend taking Drawing I before this course.

ART 1302 Two Dimensional Design II Credits: 3.00 Goal Area(s): 06 This course expands the study of flat design with emphasis on solving design problems. Students will be engaged in the more complicated tasks of integrating contrasting elements such as nonobjective and objective shapes, naturalism and idealism, shape and mass. Personal expression, design development and visual thinking as well as specialized techniques and materials are included. Design from different cultures and different artists will be discussed. Prerequisite: Art 1301

ART 1310 Three Dimensional Design Credits: 3.00 Goal Area(s): 06 As an introduction to the basic language of three-dimensional design, this course includes constructive, additive, subtractive and substitution techniques using traditional and contemporary media. Various methods of presentation are explored ranging from small freestanding works to site-specific models and proposals.

ART 1320 Introduction to Sculpture Credits: 3.00 Goal Area(s): 06 This course is a specialized study on an individual basis in wood, metals, plaster, clay, stone or mixed media. The student will work with the sculptural possibilities of these materials and refine their ability to work in one particular medium.

ART 1340 Fundamentals of Color Credits: 3.00 Goal Area(s): 06 The course teaches fundamental color theory by introducing the physical, perceptual, and artistic aspects of color. The dimensions of color are explored through theory and practice using paint and colored papers. Students also are introduced to the theories of the physiology and the psychology of color reception, cultural taste and preferences as they relate to color choices, and the color usage of well known artists, of art movements, and of different world cultures.

Strongly recommend taking Drawing I before this course.

ART 1361 Ceramics I Credits: 3.00 Goal Area(s): 06 Ceramics is an introductory studio course that presents students with a fundamental understanding of the hand building and wheel throwing processes in clay. This course will focus on a creative and imaginative approach to solving visual problems in clay. Ceramics will introduce all methods of forming clay including pinch, throwing, coil and slab building.

ART 1362 Ceramics II Credits: 3.00 Goal Area(s): 06 Ceramics II is an advanced studio course that presents students with an in-depth understanding of the hand building and wheel throwing processes in

clay. This course emphasizes student's development of a personal creative style taking an imaginative approach to solving visual problems in clay. Ceramics II will introduce all methods of forming clay combining pinch, throwing, coil and slab building with comprehensive glazing techniques. Prerequisite: Art 1361

ART 1401 Drawing I Credits: 3.00 Goal Area(s): 06 This course introduces basic drawing concepts such as line, value, gesture, proportion, composition, and space; and techniques using traditional and contemporary drawing media. A variety of subjects from still life, architectural forms, nature and the human figure are used as inspiration for the student's drawings. Students will also be introduced to the art of important artists who have used drawing successfully in their work.

ART 1402 Drawing II Credits: 3.00 Goal Area(s): 06 This course continues the study of drawing concepts using various media to explore color, the human figure, and representational as well as non-representational subject matter. Personal expression is emphasized. Students will examine the art of important artists who have used drawing successfully in their work. Prerequisite: Art 1401

ART 1770 Quilt Arts Credits: 3.00 Goal Area(s): 06 This class explores the visual and expressive possibilities of quilting as a fine art. Students will solve design problems using fabric. Traditional and non-traditional quilting techniques will be used to enhance personal expression and to create innovative visual communications.

ART 1990 Topic: Credits: 3.00 Goal Area(s): na This course will provide flexibility in offering an in-depth review of topics of immediate importance and topical interest. These topics will go beyond the introductory courses in examining specific aspects of the subject matter.

ART 2180 Art History: Pre-History to the Age of Cathedrals Credits: 3.00 Goal Area(s): 06, 08 This course examines painting, sculpture and architecture of cultures from prehistory to the end of the 15th Century. While the emphasis is on developments in Western art, the course includes overviews of the arts of Asia, Africa and the Americas. Museum visits support the lectures and text.

ART 2190 Art History: Renaissance to 21st Century Art Credits: 3.00 Goal Area(s): 06, 08 This course examines painting, sculpture and architecture of cultures from the 16th century to the present, as well as new media of the modern era. While the emphasis is on developments in Europe and the United States, the course will include overviews of the arts of Asia, Africa and the Americas. Museum visits support the lectures and text.

ART 2300 Architectural History Credits: 2.00 Goal Area(s): 06, 08 This course is a survey of the history of Western architecture from pre-history to the present day. The student will gain knowledge and understandings of the characteristics of the architecture of Western cultures, the ideas and intentions which motivated builders, as well as terminology related to architectural design and construction.

ART 2540 Illustration Credits: 3.00 Goal Area(s): na This course introduces students to various illustration techniques used in graphic design studios. Students will be encouraged to develop illustrative skills that can be applied to design. Through creative problem solving and research, students will learn to develop and refine an image.

ART 2550 Typography Credits: 3.00 Goal Area(s): na This course explores basic concepts of typography including: history, anatomy and mechanics, copyfitting, legibility, syntax, and

communication within the context of process-oriented, problem-solving projects. Students will learn the effective use, importance and impact of typography in graphic design. This is an advanced course in the techniques of typography for graphic design. Students work on projects that involve complex visual ideas and are encouraged to develop a personal style in their visual communication.

ART 2561 Web Design/Graphics I Credits: 3.00 Goal Area(s): na Web design for the graphic designer I. This course explores web design concepts from a graphic designer's perspective on how to adapt print design and illustration to web design using Photoshop®, Dreamweaver®, and Fireworks®. Experience with digital photography and image editing (PhotoShop) is suggested.

ART 2562 Web Animation Credits: 3.00 Goal Area(s): na This course is an introduction to multimedia design in web animation. A study of advanced illustration will accompany an exploration of computer illustration using Adobe Flash, animation techniques, including: animation effects, splash screens, banners, movies, integration of sound with animation and use of type design in web applications. Experience with digital photography and image editing (PhotoShop) is suggested.

ART 2601 Graphic Design I Credits: 3.00 Goal Area(s): na This course is a study of Graphic Design theory and applications. Students explore the creative process in the development of visual communication and its relationship to creating graphic design ideas. The visual language of design is explored as students design a variety of projects through application of computer graphics and use of software. Prerequisites: Art 1301, Art 1340 and Art 2901

ART 2602 Graphic Design II Credits: 3.00 Goal Area(s): na This is an advanced studio course in graphic design. The content and scope of the projects will help students to understand the nature of graphic design projects as well as the research and content knowledge necessary to achieve professional design solutions. Students will assemble a portfolio necessary for success in the field of professional design. Prerequisite: Art 1301, Art 1340 and Art 2901 or concurrently enrolled in.

ART 2611 Painting I Credits: 3.00 Goal Area(s): 06 This course is an introduction to the basic skills and techniques of painting. The study of paint and materials, the use of color in painting and the development of ideas are important elements in this class. Exploration of realism, abstraction and contemporary painting are all important aspects of Painting I. Prerequisite: Art 1401 and Art 1340 is recommended

ART 2612 Painting II Credits: 3.00 Goal Area(s): 06 Using advanced painting techniques, this course emphasizes student's development of a personal style. Prerequisite: Art 2611

ART 2640 Watercolor Credits: 3.00 Goal Area(s): 06 This course is an introduction to the basic skills and techniques of watercolor painting. The special characteristics of watercolor application will be explored to create both traditional and abstract results.

ART 2740 Jewelry Workshop Credits: 1.00 Goal Area(s): 06 This workshop is a basic introduction to rudimentary jewelry-making techniques which includes fabrication of metals through hand piercing, sawing, forging, soldering, riveting and forming raw materials such as silver, copper, brass and found objects. May be repeated for credit.

ART 2750 Ceramics Workshop Credits: 1.00 Goal Area(s): 06 Ceramics Workshop is a basic studio course that presents art as well as non-art students with a fundamental understanding of the hand

building and wheel throwing processes in clay. Ceramics Workshop will introduce all methods of forming clay including pinch, throwing, coil and slab building.

ART 2781 Quiltmaking Workshop I Credits: 1.00 Goal Area(s): 06 This is a basic workshop introducing the processes and technical skills of quilting along with an introduction to artistic principles such as color, texture, line, form, and composition. Students are also introduced to information about the history of quilting and the cultural connections quilting holds within our society.

ART 2782 Quiltmaking Workshop II Credits: 1.00 Goal Area(s): 06 This is an advanced workshop which further develops the processes and technical skills of quilting along with artistic principles such as color, texture, line, form, and composition.

This course may be repeated for credit.

ART 2800 Painting Workshop Credits: 1.00 Goal Area(s): 06 This is a basic course in painting. The emphasis of this course is on painting procedures, color use and composition, but students also will explore the connection of art to historical context. Subject matter, visual elements and principles, and technique will be explored.

ART 2810 Publication Design Credits: 2.00 Goal Area(s): na This course introduces the history and techniques of publication design and production and advances the student's skills in publication layout and page design. Concepts in magazine and book page layout are studied through lectures and studio projects. Printing technology is explored from design to production. Through experimentation and group discussions, students will learn how to refine their design concepts into a professional format. Prerequisites: Art 1301, Art 1340 and Art 2901

ART 2820 Drawing Workshop Credits: 1.00 Goal Area(s): 06 This workshop is an introduction to basic concepts in drawing and visual perception using traditional drawing materials and techniques.

ART 2860 Photography Workshop Credits: 1.00 Goal Area(s): 06 This basic course is an intensive, personal exploration of various photo-related topics for those who wish a sampler. Topics for separate workshops are color photography, digital photography, nature and landscape photography, among others.

ART 2900 Studio Arts Capstone Practicum Credits: 1.00 Goal Area(s): 06 This course is intended for students who have completed a significant portion of coursework in the Studio Arts AFA program and are within a semester of completion. It is a capstone experience in which students will refine their skills in portfolio building, artistic presentation in the professional arts world, resume building, critique skills, exhibition preparation, and use of web resources for artists' representation. Students will work closely with faculty to integrate concepts learned throughout their program into a final portfolio of work in preparation for continued study or work. Prerequisites: Art 1040, Art 1301, Art 1310, Art 1340, and Art 1401 or concurrent enrollment.

ART 2901 Desktop Design I Credits: 3.00 Goal Area(s): na This course introduces students to the use and function of graphic design software programs. Through professional design projects students will learn to effectively use the essential techniques, tools, and principles of each program. Students will apply problem solving techniques to design projects that simulate real-world design challenges faced in today's design studios.

ART 2902 Desktop Design II Credits: 3.00 Goal Area(s): na This course is a continuation of Desktop Design I. The advanced capabilities of the Macintosh computer are explored as well as the use of QuarkXPress, a popular page layout program. Adobe Photoshop(color photo manipulation software) and Adobe Illustrator (drawing and design program) are also studied. Students are introduced to the concepts of design and production workflow.

ART 2970 Art Appreciation Field Trip Credits: 1.00 Goal Area(s): 06 This course consists of tours to various cultural centers to experience a variety of art exhibits, lectures, demonstrations and facilities. This course may be repeated for credit.

Students will need to provide their own transportation to Twin Cities area museums or galleries.

ASL 1101 American Sign Language I Credits: 4.00 Goal Area(s): 08 This course teaches the basics for communication with Deaf and Hard-of-Hearing individuals. The course includes receptive and expressive finger-spelling, signing, conversational behaviors, and various aspects of Deaf Culture.

ASL 1102 American Sign Language II Credits: 4.00 Goal Area(s): 08 This course is a continuation of ASL 1101. The student's signing and finger-spelling will be increased to improve their signing skills. Prerequisite: ASL 1101

ASL 1300 Deaf Culture Credits: 3.00 Goal Area(s): 07 This class provides students with an understanding of the History and Culture of Deaf People. Students will learn about Deaf and Hard of hearing people in the Deaf Community in all areas of the United States and how the culture has progressed since the 1800's.

ASL 1400 Fingerspelling and Numbers Credits: 3.00 Goal Area(s): na Fingerspelling and Numbers course provides students the fundamentals to learn basic letters, words, and numbers in American Sign Language. This course will prepare students to communicate with Deaf and Hard of Hearing people on a basic level. Practice time in class will allow students to easily increase their speed signing.

ASL 1990 Special Topics Credits: Goal Area(s): na This course will provide flexibility in offering an in-depth review of topics of immediate importance and topical interest. These topics will go beyond the introductory courses in examining specific aspects of the subject matter.

ASL 2201 Intermediate American Sign Language I Credits: 4.00 Goal Area(s): 08 This course gives students an opportunity to practice their signing skills while increasing their knowledge of various vocabularies, using appropriate body language and facial expression. The course also will prepare students to read signers and will introduce more complex ASL structures. Prerequisite: ASL 1102

ASL 2202 Intermediate American Sign Language II Credits: 4.00 Goal Area(s): 08 This course gives students an opportunity to increase their listening and signing skills in depth. Students will meet Deaf people in a field trip setting to expose them to the Deaf world. Students may do observations with Deaf and Hard-of-Hearing people approximately three times. Prerequisite: ASL 2201

BIOL 1000 Life Science Credits: 4.00 Goal Area(s): 03 The course introduces the breadth of biology from the principles of chemistry to ecology. The production and utilization of biological energy is explored at the cellular and organism level. The principles of inheritance and cellular reproduction are explored at the molecular, cellular level and organism levels. The unity and diversity of life and life

processes is emphasized. The laboratory focuses on the techniques required to discover biological principles. Activities are hands-on. (3 hours lecture, 3 hours lab).

BIOL 1001 Biology I Credits: 4.00 Goal Area(s): 03 This course focuses on the concepts of biological chemistry, cell structure and function, cellular metabolism, molecular genetics and heredity reproduction and development. The course is intended for allied health majors and others not requiring a majors-level introductory biology. High school algebra and chemistry are recommended. (3 hours lecture, 3 hours lab).

BIOL 1030 Boundary Waters Canoe Area Field Biology Credits: 4.00 Goal Area(s): 03, 10 This is a lecture, lab, and field based course in which students will study the biological communities and ecology of the mixed coniferous/deciduous forests, lakes, and wetland ecosystems of the BWCA region. The course culminates with an eight to nine day long field trip to the area. This course is open to all students.

BIOL 1040 Rocky Mountain Field Biology Credits: 4.00 Goal Area(s): na This course considers field characteristics and ecological relationships of Rocky Mountain flora and fauna. It includes principles of plant and animal anatomy, identification, practical (edible, poisonous wild plants and animals) and economic considerations. Students participate in a nine-day field trip in the Rocky Mountains of Colorado. This course is open to all students.

This course will likely and be part of a two or three course package/program and have co-requisite courses.

BIOL 1101 Principles of Biology I Credits: 4.00 Goal Area(s): 03 This is the first course in a two-semester biology sequence. This course introduces students to the concepts of cell structure and function, cellular metabolism, heredity and genetics. This course is intended for students for biological and physical science majors or those planning to enter a professional program. (3 hours lecture, 3 hours lab) Co-requisite: Chem 1061

BIOL 1102 Principles of Biology II Credits: 4.00 Goal Area(s): 03 This course is the second in the two semester sequence of introductory biology. Topics include principles of evolution, ecology, biodiversity and an introduction to living systems. Utilization of preserved animal specimens is a required part of this course. One semester of college chemistry is recommended. (3 hours lecture, 3 hours lab) Prerequisite: BIOL 1101; or BIOL 1001 with instructor permission and concurrent enrollment in CHEM 1061

BIOL 1120 Human Biology Credits: 3.00 Goal Area(s): 03 This introductory level course provides students with a one semester overview of the structure and function of the human body. The course is open to all students: however, it does not fulfill the human anatomy and physiology requirement for those who are planning to pursue a career in the health sciences. This course fulfills the lab-like experience requirements for MnTC Goal Area 3.

BIOL 1130 Human Biology with a Lab Credits: 4.00 Goal Area(s): 03 This introductory level course provides students with a one semester overview of the structure and function of the human body. The course is open to all students: however, it does not fulfill the human anatomy and physiology requirement for those who are planning to pursue a career in the health sciences. This course has a laboratory experience and fulfills the requirements for MnTC Goal Area 3. (3 hours lecture, 2 hours lab)

BIOL 1160 Global Environment Field Biology Credits: 4.00 Goal Area(s): 03, 10 This course will introduce students to the ecology and environmental issues of various locations abroad, and present them within the context of the social, cultural and political conditions of that country or region. Students will examine how various cultures and societies approach ecological and environmental problems. The impact of globalization on these issues will be a major focus of the course. Students will travel to the country or region of study to examine first-hand the issues covered in the course.

BIOL 1200 Current Environmental Issues Credits: 4.00 Goal Area(s): 03, 10 Using an interdisciplinary approach, this course examines various aspects of natural and human-made ecosystems, human's intervention, and the subsequent impact on society and nature. It emphasizes current problems, values, and projection for the future. The lab involves internet exercises, videos, group discussion, individual and group projects, field trips and other outdoor activities. (3 hours lecture, 4 hours lab)

BIOL 1230 Medical Terminology I - Basics Credits: 1.00 Goal Area(s): na This course is designed to introduce students to the Greek and Latin derivatives used to form medical terminology. Students will learn how to build and analyze medical terms. Emphasis will be placed on proper spelling, definition, usage, and pronunciation of medical terms. Other topics include: prefixes, suffixes, combining forms, introduction to basic biology, and introduction to body systems.

BIOL 1231 Medical Terminology II - Application Credits: 1.00 Goal Area(s): na This course is a continuation of Biol 1230 Medical Terminology I - Basic. The focus is on applying proper medical terminology in reading medical reports, case histories and using the medical dictionary. Prerequisite: Biol 1230

BIOL 1300 Careers in Biology Credits: 1.00 Goal Area(s): na Career choice is based upon your personal values, needs and goals. Through outside speakers, networking and workshops, we will explore the diversity of biology-related careers and industries to match your values and needs. We will learn how to make academic plans that involve course selection and experiences that allow us to achieve our goals. Prerequisite: Biol 1000, 1001 or concurrent enrollment

BIOL 1350 Biology of Women Credits: 3.00 Goal Area(s): 03 This course is designed to allow students to explore the biological aspects of being female throughout her life cycle from sex cell formation through menopause and aging. Students will also gain an historical perspective of women over the ages including women in science, will be introduced to the nature of science and the scientific method, study the biology of gender differences, gain a multicultural perspective of women's health issues as well as a comprehensive study of female and male reproductive biology. Topics that will be covered include sex cell formation, genetic inheritance, gene expression, sex determination, pregnancy and birth as well as other health issues such pre-menstrual syndrome, birth control, sexually transmitted diseases, and cancer. This course includes a lab-like experience. The course is open to both male and female students.

BIOL 1360 Biology of Women with a Lab Credits: 4.00 Goal Area(s): 03 This course is designed to allow students to explore the biological aspects of being female throughout her life cycle from sex cell formation through menopause and aging. Students will also gain an historical perspective of women over the ages including women in science, will be introduced to the nature of science and the scientific method, study the biology of gender differences, gain a multicultural perspective of women's health issues as well as a comprehensive study of female and male reproductive biology. Topics that will be covered include sex cell formation, genetic inheritance, gene expression, sex determination, pregnancy

and birth as well as other health issues such pre-menstrual syndrome, birth control, sexually transmitted diseases, and cancer. The course is open to both male and female students. (3 hours lecture/2 hours lab)

NOTE: This course has a lab component that incorporates active learning in a lab setting to support classroom material.

BIOL 1600 Biology of Nature Series Credits: 1.00 Goal Area(s): 10 Explore the natural history of Minnesota! A series of courses on topics as diverse as wetlands, wild flowers, edible plants, predatory birds, prairie ecology, and winter biology are offered throughout the year. These one-credit courses are taught on an introductory level. Each course may be taken for one credit.

BIOL 1610 Field Ecology Credits: 1.00 Goal Area(s): 03, 10 This course is a team-taught, field-based introduction to the flora, fauna and biological communities of the woodland, lake, and wetland ecosystems of northern Minnesota and Wisconsin. This course is a field experience including observations, hypothesis, predictions, and evaluation of scientific data and results. A three-day trip to a university biological field station provides the venue for this hands-on course which is open to all students.

BIOL 1650 Human Biology Series Credits: 1.00 Goal Area(s): 03 This course provides students with an intensive overview of sophisticated, timely topics in biology related to the human condition. This course is intended for general audiences. The overview will include development of scientific background for understanding the topic historical perspective, significance of the issue in both a societal and a scientific context, and exploration of the scientific processes related to the topic. These courses include a variety of topics of interest to any student. Topics have included: Bioethics, Biology of Alcoholism, Biology of HIV, Biology of Viruses, Emerging Diseases, and other current topics pertaining to human biology. This course fulfills the lab-like experience requirement for MnTC Goal area 3. Check web site for each semester's topics. This course is open to all students.

BIOL 1990 Topic: Credits: Goal Area(s): na This course will provide flexibility in offering an in-depth review of topics of immediate importance and topical interest. These topics will go beyond the introductory courses in examining specific aspects of the subject matter.

BIOL 2020 Animal Biology Credits: 4.00 Goal Area(s): 03 This course provides a framework for understanding the phylogenetic relationships among the major groups (phyla) of animals. Knowledge of the ecology, morphology, and evolutionary history of the phyla informs the student's understanding of how diverse groups of animals have solved the common problems of existence (e.g., feeding, movement, respiration, and reproduction) and how their solutions have given rise to increasing levels of structural complexity. The laboratory is an integral part of the course; activities are hands-on and require dissection of preserved animals.(3 hours lecture, 4 hours lab)

BIOL 2030 Plant Biology Credits: 4.00 Goal Area(s): 03 Content includes organization of the plant body, growth, development and physiology, reproduction, survey of classification and evolution of the plant kingdom. (3 hours lecture, 3 hours lab) Prerequisite: Biol 1001 and Biol 1002, with a grade of "C" or better.

BIOL 2100 Microbiology Credits: 4.00 Goal Area(s): 03 This course is a study of bacteria, viruses, fungi and protozoa, infection, immunity, human diseases and microbiology of food and water.

Laboratory exercises stress detection, isolation and control of microorganisms. (3 hours lecture, 3 hours lab) Prerequisite: Biol 1001 with grade of "C" or better

BIOL 2111 Human Anatomy and Physiology I Credits: 4.00 Goal Area(s): 03 This course is the first course of a two-course sequence. The course offers students a comprehensive study of the structure and function of the human body in a classroom and laboratory setting. Topics include anatomical terminology, homeostasis, cell structure and function, histology, as well as the anatomy and physiology of the following organ systems; integumentary, skeletal, articular, muscular, nervous, special senses and endocrine. Utilization of preserved specimens in the laboratory is a required part of the course. (3 hours lecture, 3 hours lab) Strongly recommend college level reading abilities, a working knowledge of elementary algebra and a medical terminology course. Prerequisite: Biol 1001 with grade of "C" or better

Recommendations for student success in this class include:

A prior course in medical terminology

College level reading

Basic algebra skills

BIOL 2112 Human Anatomy and Physiology II Credits: 4.00 Goal Area(s): 03 This course is the second course of a two-course sequence. This course offers students a comprehensive study of the structure and function of the human body in a classroom and laboratory setting. Topics include the anatomy and physiology of the following organ systems: circulatory, non-specific and specific defenses, respiratory, digestive, urinary, reproductive and early development. Strongly recommend college level reading abilities, a working knowledge of elementary algebra and a medical terminology course. Utilization of preserved specimens in the laboratory is a required part of the course. (3 hours lecture, 3 hours lab) Prerequisite: Biol 2111 with a grade of "C" or better.

BIT 1000 Introduction to Building Inspection Credits: 2.00 Goal Area(s): na This course is designed to provide an introduction to the field of building inspection. The student will learn about the history of codes, what codes and standards are and how they are developed, along with receiving an introduction to plan reading, field inspections, department administration and information on the industry and types of positions that provide a student with a broad overview of the building inspection industry and is suited for students working toward a career in the code enforcement industry.

BIT 1050 Foundations of Construction Codes and Inspections Credits: 3.00 Goal Area(s): na Provides an introduction to the field of building inspection and construction codes. The student will learn about the history of codes, what codes and standards are and how they are developed, along with receiving an introduction to plan reading, field inspections, department administrations, plumbing, mechanical systems and information on the industry and types of positions that work in a building department. This course is intended to provide a student with a broad overview of the building inspection industry and construction codes.

BIT 1100 Field Inspection Credits: 2.00 Goal Area(s): na This course provides a basic understanding of how to conduct field inspections under the IRC. Students will learn about building components and systems and how building code requirements are applied to these systems during construction. This

course is intended for a student working toward a career in the construction industry as an inspector or as a project manager.

For BIT students it is recommended that BIT 1000 be completed before this course.

BIT 1150 Residential Plan Review and Field Inspections Credits: 4.00 Goal Area(s): na Emphasizes techniques for plan review and field inspections on single family dwellings, townhomes, and accessory structures associated with dwellings, in accordance with the current International Residential Code (IRC). Students will learn about egress components, basic fire and life safety, building construction techniques, building components and systems, and other requirements related to residential dwellings.

BIT 1210 Advanced Field Inspection Credits: 2.00 Goal Area(s): na This course is designed to give the experienced construction inspector an understanding of the more detailed requirements of the International Building Code. Topics covered will include standards referenced in the International Building Code, which are considered an extension of the code. Emphasis will be on commercial, industrial, and multi-story buildings.

For BIT students it is recommended that BIT 1100 be completed before taking this course.

BIT 1250 Commercial Plan Review and Field Inspections Credits: 4.00 Goal Area(s): na Emphasizes techniques for plan review and field inspections on commercial, industrial, multi-story buildings, and multi-family structures in accordance with the International Building Code (IBC). Discussion topics shall include, but not be limited to, occupancy classification, allowable area, types of construction, fire resistive construction, fire protection requirements, building systems and exiting.

BIT 1300 Plan Review Non-Structural Credits: 2.00 Goal Area(s): na This course is designed to give the experienced construction inspector an understanding of the more detailed requirements of the International Building Code. Topics covered will include standards referenced in the International Building Code, which are considered an extension of the code. Emphasis will be on commercial, industrial, and multi-story buildings.

For BIT students it is recommended that BIT 1100 be completed before taking this course.

BIT 1305 Advanced Plan Review: Non-Structural Credits: 2.00 Goal Area(s): na This course emphasizes techniques for plan review on commercial, industrial and multi-family structures in accordance with the Minnesota State Building Code. Discussion topics shall include, but not be limited to, occupancy classification, allowable area, types of construction, fire resistive construction, fire protection requirements, exiting and accessibility.

For BIT students it is recommended that BIT 1000 and BIT 1300 be completed before taking this course.

BIT 1310 Plan Review Structural Credits: 2.00 Goal Area(s): na This course will introduce the techniques of conducting the structural plan review of a building design with special emphasis on wood frame construction, wood beams, joists, rafters, studs, columns and shear-resisting elements. Students will learn how to apply relevant equations to computer load, shear and other relevant structural forces.

Ability to deal with equational material is essential, therefore prior math skills are recommended.

For BIT students CMSV 2860 or equivalent knowledge is recommended before taking this course.

BIT 1410 Mechanical Inspection Credits: 4.00 Goal Area(s): na This course acquaints the student with the methods and techniques using the Minnesota Mechanical Code in plan review and field inspection of mechanical systems that including heating, ventilation, air conditioning and refrigeration. The course is intended for anyone looking for a BIT degree/certificate, students pursuing a Construction Management degree, or those entering the mechanical inspection field.

Ability to deal with equational material is essential, therefore prior math skills are recommended.

For BIT students BIT 1000, Math 0901 and CMSV 2860 or equivalent knowledge are recommended before taking this course.

BIT 1420 Electrical Inspection Credits: 2.00 Goal Area(s): na This course acquaints the student with a working knowledge of plan review and field inspection relative to the international electrical code and the state code. Students will have the opportunity to study electrical design and perform electrical computations.

Prior math skills are recommended.

For BIT students it is recommended that CMSV 2860 or equivalent knowledge be completed before taking this course.

BIT 1600 Energy Conservation in Building Construction Credits: 2.00 Goal Area(s): na This course presents the principles involved in the design of energy efficient buildings and familiarizes the student with the Minnesota Energy Code and its application to different types of buildings.

BIT 1700 Plumbing Code Credits: 3.00 Goal Area(s): na The objective of this course is to familiarize the student with the Minnesota Plumbing Code, including code provisions, plan review, and field inspection. This course also provides a comprehensive overview of common plumbing materials and practices.

For BIT students it is recommended that BIT 1000 be completed before taking this course.

BIT 1800 Housing Field Inspection Fundamentals Credits: 2.00 Goal Area(s): na This course provides both new and experienced housing inspectors with historical and current techniques and materials used in the construction of the structural, electrical and mechanical components within existing residential structures. The course focuses on common construction and installation techniques and equipment, while giving special emphasis to the visible indicators of system deterioration and failure and hazardous and/or non-professional installations.

BIT 1805 Advanced Housing Field Inspection Credits: 2.00 Goal Area(s): na This course provides students with information about housing construction elements that extend beyond basic structural, electrical and mechanical systems. The primary emphasis is to look at non-technical issues, including legal and constitutional requirements for enforcement as well as personal liability concerns. How to become an effective communicator and how to evaluate the supplemental housing elements are important components of the course. In addition, the course considers the leadership and management skills required for directing a comprehensive municipal housing inspection program. For those students interested in starting a home inspection business, the course offers information to understand marketing, liability and insurance issues.

For BIT students it is recommended that BIT 1800 be completed before taking this course.

BIT 1810 Multi Housing Credits: 2.00 Goal Area(s): na This course provides a basic understanding of fire stopping, general fire codes, and state codes which apply to rental and/or multi-housing. Students will learn about plumbing and mechanical elements, management/owners role in property maintenance, and tenant/landlord issues of multi-housing. Right of entry issues and rental licensing programs will be covered.

For BIT students it is recommended that BIT 1000 be completed before taking this course.

BIT 1900 Legal and Administrative Aspects of Construction Codes Credits: 3.00 Goal Area(s): na Provides students with foundational concepts of modern administrative government, legal responsibilities in building inspection, inspector's authority, courtroom procedures, building inspection liability, the application of legal rules pertaining to public negligence, governmental liability and ethics. Current issues in the industry will be discussed and integrated into the course as appropriate. The course will provide students with an understanding of public administration as it relates to a code official. Prerequisites: BIT 1050 and BIT 1150

BIT 2000 Public Administration for the Code Official Credits: 3.00 Goal Area(s): na The course covers establishment and maintenance of a building inspection department and its relationship with other community departments. Typical problems of functions, duties, intra- and inter-department relations, personnel, budget, legislative, public relations, and records-keeping are discussed.

BIT 2020 Legal Aspects of Building Inspection Credits: 2.00 Goal Area(s): na The class will consist of an overview of modern administrative government, legal responsibilities in building inspection, inspector's authority, courtroom procedures, building inspection liability, the application of legal rules pertaining to public negligence, governmental liability and ethics. This class is intended for governmental officials, building inspectors, elected officials, contractors and real estate professionals.

For BIT students it is recommended that BIT 1000 be completed before taking this course.

BIT 2300 Advanced Plan Review Structural Credits: 2.00 Goal Area(s): na This course acquaints the inspector with engineering principles and provides some understanding of their application in the design and plan review areas. The course covers design of wood trusses; steel and wood beams; and columns and reinforced concrete systems. Prerequisite: BIT 1310

BIT 2400 Land Use Zoning Credits: 2.00 Goal Area(s): na This course has been designed to give the student an understanding of land-use and zoning regulations. These regulations include variances, conditional-uses, grading and preliminary plats. Students will learn what a municipal ordinance is and the, state regulations for county and municipal governments to enforce them. Also included are the DNR regulations pertaining to shoreline and flood plane elevations.

BIT 2500 Fire Suppression Systems Credits: 2.00 Goal Area(s): na This course will provide a review of the National Fire Prevention Guidelines along with a review of fire suppression blueprint. Field inspection and design of fire suppression systems also is covered.

BIT 2600 Building Inspection Internship Credits: 2.00 Goal Area(s): na Supervised work experience in a municipal building inspection department provides a variety of experiences for people new to the field. Prerequisite: Consent of instructor

BIT 2650 Administering the MN State Building Code Credits: 2.00 Goal Area(s): na The role of the building official is a complex one. Key aspects of a building official's job involves: having a solid understanding of codes and standards, an understanding of how to properly administer these codes and standards, along with working with various federal, state, and local agencies in order to provide conditions for a safe built environment. This course will bring together the concepts that the student has collected throughout the BIT curriculum, and apply this knowledge in a comprehensive review of the role of the building official. This course will provide essential background and understanding of how to properly administer the Minnesota State Building Code. This course is recommended for current and future building officials, inspectors, and other interested parties. Prerequisite: BIT 1000, 1100, 1300 and 2020

BUS 1000 Career Planning Credits: 2.00 Goal Area(s): na This course is designed to empower students with career decision-making skills that can be used their entire lifetime. Students will explore their strengths, attitudes, interests, potential, abilities, skills, and values as they apply to either a career, changing careers, or career planning in general. Career and personality inventories will be administered in class. Students will evaluate the results of each of the inventories and learn how these findings relate to possible careers. Current issues and trends in the workforce related to hiring and job opportunities will be evaluated. Students will develop a career portfolio including a career plan and an educational plan which will help them meet their career goals.

BUS 1000 and ADEV 1000 are the same course; credit may not be earned for both. Recommend students in this course also enroll in BUS 1010 Job Seeking Skills or ADEV 1010 Job Seeking Skills.

BUS 1010 Job Seeking Skills Credits: 1.00 Goal Area(s): na This course is designed to empower students with the skills and resources necessary to find a job. Topics covered will include effective job searching resources, developing interviewing skills, networking techniques and learning how to write effective resumes and cover letters. Students will develop their own dynamic resume and cover letter in this class and also learn many effective techniques to use before, during and after an interview. Students will develop a job seeking portfolio including their up-to-date resume and cover letter to help meet their goal of securing a job.

BUS 1010 and ADEV 1010 are the same course; credit may not be earned for both.

Recommend students in this course also enroll in BUS 1000 Career Planning or ADEV 1000 Career Planning.

BUS 1100 Introduction to Business and the American Economy Credits: 3.00 Goal Area(s): na This course is designed to provide a broad overview of the functions of the for-profit and non-profit business entity. Business and its environment, organization and management, ownership, finance, production, marketing, human resources, and control systems are reviewed. The course helps students understand the contribution of business to the American economy using current business publications, media, and web resources to focus on applications of current business technologies. Business ethics and teamwork are also examined. This course will enable the student to more intelligently pursue advanced business courses and to choose a business career.

BUS 1110 Essential Employment Skills Credits: 3.00 Goal Area(s): na This course focuses on the skills necessary to be successful and effective in the workplace. In addition to effectively contributing to a team while working with a diverse population, topics include: understanding human behavior, personal

qualities of success, emotional intelligence, communication, workplace etiquette, conflict resolution, self-esteem, and goal setting.

BUS 1200 Principles of Management Credits: 3.00 Goal Area(s): na This course is an introduction to the functions of management: planning, organizing, directing, and controlling. The course explores how each of the management functions are implemented to impact organizational efficiency and effectiveness. Local, national, and global environments are presented as strategic factors to be understood by contemporary managers. The importance of managing competitively and intelligently within a diverse environment is stressed. Situational cases are completed to reinforce decision-making in each of the function areas. Bus 1100 or business background recommended.

BUS 1210 Managerial Communication Credits: 3.00 Goal Area(s): na This course provides students knowledge to become a successful manager through improving and practicing managerial communication skills, processes and strategies. Students will learn to assess their own communication style, adapt their communication style when needed and overcome barriers and miscommunications. Students will also apply improved verbal, nonverbal, listening, writing, presentation, team, conflict and negotiation skills in organizational situations. Technology, how it impacts the way we work and communicate and management's role will be covered. This course is for current or future managers or any student wishing to increase their business communication effectiveness. Emphasis will be placed on management communication techniques that empower employees to do their best work and succeed in business.

Recommended: Completion of ENGL 1201 College Writing I and CIS 1101 Business Computer Systems I prior to this course.

BUS 1220 Effective Supervision Credits: 3.00 Goal Area(s): na This course focuses on the skills necessary to be successful when supervising and collaborating with others. Students will apply and develop skills in management functions, decision making, time management, communications, conflict resolution, leadership, quality improvement, motivation and personnel development. BUS 1100 or BUS 1110 or business background recommended

BUS 1230 Leadership and Teamwork Credits: 3.00 Goal Area(s): na This course provides students with an understanding of the nature of leadership and teams. This course is for anyone who is a leader or wants to be a leader and wants to develop teamwork skills. Emphasis will be on a practical skill-building approach to leadership and teamwork so students develop skills that can be applied outside of the classroom. This course will include the nature and importance of leadership, characteristics of leaders, leadership styles, developing teams, managing virtual teams, ethics and social responsibility, communication, conflict resolution, and culturally diverse aspects of leadership.

BUS 1300 Legal Environment of Business Credits: 3.00 Goal Area(s): na Students will study the basic principles of law and the societal forces which influence the development of these principles. Topics include legal procedure, court structure, ethics, international law, constitutional law, administrative law, contracts, sales, torts, business entities, business regulation, and consumer protection. The focus of the course is on business entities, their employees and customers.

BUS 1310 Business Law Credits: 3.00 Goal Area(s): na This course is an introduction to the legal framework within which business is transacted, not only by business and professional people but also by consumers. Topics include origin of law, ethics, international law, contracts, sales, bailments, negotiable

instruments, secured transactions, bankruptcy, real and personal property, agency and business entities.

BUS 1400 Business Mathematics Credits: 3.00 Goal Area(s): na This course provides the students with essential mathematical concepts and practical business applications of pricing, discounts, commission, simple and compound interest, installment buying, consumer credit, depreciation, taxes, simple business statistics, and other business finance situations. Problem-solving skills are developed. Computational math skills are needed.

BUS 1410 Introduction to Business Finance Credits: 3.00 Goal Area(s): na This course is an introduction to the world of finance. Concepts covered include financial management, financial implications of different forms of business organization, understanding and analyzing financial statements and various ratios. Additional topics studied include security markets, interest rates, taxes, risk analysis, time value of money, and the basics of bonds and stocks valuation. Maximizing company value through capital budgeting and selection of appropriate capital structure also are considered. The subject of risk and return, how funds are acquired in the financial markets and how different investment criteria are used to evaluate potential investment opportunities are also examined. Recommended: An accounting course or relevant background.

BUS 1420 Principles of Credit Credits: 2.00 Goal Area(s): na This course includes a study of consumer and commercial credit. Topics include cash, trade, and retail credit; credit regulations; credit standards and decision making; credit organizations; collection policies and practices; and credit as a sales tool.

BUS 1430 Financial Statement Analysis Credits: 2.00 Goal Area(s): na This course provides students with an understanding of financial statements for decision-making about cash flow, capital project investments, and management of a business organization. The course provides a conceptual understanding of financial data reported in various financial statements and of ratio analysis that can be used as analytical tools to interpret and obtain an understanding of the business and financial health of corporations. In addition, students will carry out a comparison of two corporations involved in similar businesses. Recommended: An accounting course or some knowledge of accounting.

BUS 1440 Personal Financial Planning Credits: 3.00 Goal Area(s): na This course is designed for personal financial planning. The topics in the course include goal setting, financial aspects of career planning, budgeting, credit cards, debt and money management strategies, types of savings, retirement plans, investments and tax strategies, insurance, factors that affect the home and car buying versus leasing, fundamentals of investments and various investment options. In addition, basics of estate planning for a lifetime of creating wealth will also be covered. BUS 1400 recommended.

BUS 1450 Investments Credits: 3.00 Goal Area(s): na This course is a practical introduction to investments for the individual investor. The course focuses on stocks, bonds, mutual funds, REITs, annuities and other investment alternatives. Emphasis is placed on how to determine the value of stocks and bonds. The course will impart knowledge of practical value to anyone interested in becoming actively involved in managing personal investments. The main goals of the course are to provide understanding of the essential features of various investment instruments, their risk-reward relationships, for whom and under what circumstances the instrument is appropriate and how the market operates for buying and selling the various investment instruments.

BUS 1510 Operations Management Credits: 3.00 Goal Area(s): na This course is designed to provide the student with an understanding of the foundations of the operations function in both manufacturing

and services. The course will analyze operations from both the strategic and operational perspectives and highlight the competitive advantages that operations can provide for the organization. The emphasis is on decision making (to include business ethics) in areas such as: facility requirements and utilization, control and coordination of resource inputs and outputs, types of transformation/conversion processes, and performance measurements. Diverse activities, such as determining the size and type of production process, purchasing the appropriate raw materials, planning and scheduling the flow of materials and the nature and content of inventories, assuring product quality, and deciding on the production hardware and how it gets used will be the primary content areas of this class.

NOTE: Students are strongly encouraged to first take Introduction to Management BUS 1200.

BUS 1600 Principles of Marketing Credits: 3.00 Goal Area(s): na This course surveys American and international marketing systems in the development, pricing, distribution, and promotion of products and services. Concepts, practices, and policies of manufacturers, wholesalers, and retailers are included. Current trends and developments in marketing practices are analyzed and strategic marketing ideas are implemented in group and individual cases.

BUS 1610 Consumer Behavior Credits: 4.00 Goal Area(s): na This course is an in-depth study of how and why people buy and gain an understanding of the factors influencing a purchase decision and how marketing research can enhance decision-making in this area. Topics include social structures and their effect on consumer purchase behavior, individual adoption and resistance behavior, and marketing efforts based on consumer research. Marketing research procedures, methods, and information sources are identified and evaluated. The ability to perform basic marketing research is emphasized.

NOTE: Bus 1600 recommended

BUS 1620 Advertising and Sales Promotion Credits: 3.00 Goal Area(s): na This course is a study of the principles and practices of promotion for the business organization. Students will study the components and the interrelationships of the promotional mix: advertising, sales promotion, personal selling, direct marketing, and public relations. Topics include: an integrated marketing communications strategy, creative techniques of advertising, media strategies, and the evaluation of promotional plans.

NOTE: Bus 1600 recommended

BUS 1630 Professional Sales and Management Credits: 4.00 Goal Area(s): na This course provides an introduction to the principles and practices of professional selling and sales management. Topics will include the steps of the sale; customer service; principles, issues and problems associated with managing a sales force; and ethics in selling. Problem solving techniques, monitoring of sales performance and sales simulations are examined. Bus 1600 recommended

BUS 1640 Retail Management Credits: 4.00 Goal Area(s): na This course focuses on the exciting and dynamic nature of the retail industry. Topics include: the changing customer demographics, needs, and shopping behaviors; the development of retail formats, strategies and location opportunities to satisfy these needs; and the emergence of new technologies that dramatically affect retail operations. Students are provided an intensive study of the retail buying, merchandising, and management functions of a retail store. Bus 1600 recommended.

BUS 1700 Introduction to International Business Credits: 3.00 Goal Area(s): na This course is an overview of the international nature of business. The topics include concepts, models and theory of

international trade and strategy; review of the economics and politics of international trade and investment; the functions and form of the global monetary systems; strategies and structure of international business, culture and how and why the world's countries differ. Globalization of the world economy and trade and the factors affecting globalization will be thoroughly discussed in this course. The student will develop a global perspective of business and be exposed to interdependency of world trade and the integration of the world economic system.

BUS 1810 Entrepreneurship Credits: 4.00 Goal Area(s): na In this course you will learn the process of launching a new business venture from an original or innovative idea. The focus will be on the stages of development of the new venture including research, planning, feasibility analysis, capitalization and management. Students will learn how to use resources to start and operate a small business.

BUS 1990 Topic: Credits: Goal Area(s): na This course will provide flexibility in offering an in-depth review of topics of immediate importance and topical interest. These topics will go beyond the introductory courses in examining specific aspects of the subject matter.

BUS 2000 Creative Field Project Credits: 2.00 Goal Area(s): na Students will do independent research on a project of their choice under the guidance of an instructor. This is a capstone course for students in a Business program.

BUS 2010 Internship Business Credits: 3.00 Goal Area(s): na This is a capstone course for students in a business program including: Accounting, Business Computer Systems and Management, Marketing, Management or Retailing. It includes practical, on-the-job training in a business or organizational environment under executive supervision and related learning activities. Internships are arranged on the basis of the student's interests and career goals. Please contact the instructor for permission to register for this class.

BUS 2310 Introduction to E-Commerce Credits: 3.00 Goal Area(s): na This course introduces students to the key strategic business and technological elements of electronic commerce. Students will explore both the theory and practice of conducting business over the internet and the World Wide Web. This course is for students who want to put their business on the internet, work at companies that want to do business over the internet or want to know more about business and the internet. Students will focus on applying key concepts through hands-on e-commerce planning and web site development. Topics covered include identifying e-commerce opportunities, marketing and selling on the internet, building a web presence, designing a web site, improving efficiency and reducing costs through business-to-business activities, using social networking to connect with customers and suppliers, exploring mobile commerce opportunities, analyzing electronic commerce software, hardware and commerce service providers, investigating electronic payment systems, examining electronic commerce security, scrutinizing international, legal, ethical and tax issues and planning. Also includes identifying current issues in e-commerce. Experience with programming languages or creating web sites is not required. NOTE: Computer and internet knowledge recommended.

CHEM 1000 Chemistry and Society Credits: 4.00 Goal Area(s): 03, 10 This is a basic introduction to chemistry in the "everyday world," with emphasis on the role that chemistry plays in personal and professional lives. It is intended for anyone seeking to become a better informed citizen of our technological society. Basic chemical principles will be introduced and their impact on society will be discussed. The course enables students to use concepts of chemistry to think critically about current issues in science and technology. No background in Chemistry or other Natural Sciences is presumed.

Heavy use of the internet for research and communication will be an important component of this course. (3 hours lecture, 3 hours lab)

CHEM 1010 Introduction to Chemistry Credits: 4.00 Goal Area(s): 03 An introduction to the basic concepts of Chemistry along with mathematical application, which include the atomic theory, periodic trends, stoichiometric relationships, kinetic-molecular theory, molecular structure, heat transfer, and chemical properties as related to the gas and liquid and solid phases. The lab portion with experiments includes observation, data collection, and mathematical applications that support the concepts being studied in class. The course is designed for non-science majors or students who have not completed chemistry in high school in order to prepare them to take Chem 1061 or to fulfill the chemistry pre-nursing requirements. (3 hours lecture, 3 hours lab) Prerequisite: Placement in this class will be determined by student's college assessment score and/or successful completion of Math 0901 with a grade of "C" or better. Consider taking CHEM 1000 for a science course with a lab portion that does not emphasize a strong math background.

CHEM 1030 Introduction to Physical Sciences Credits: 4.00 Goal Area(s): 03 In this course, students will explore the basics of chemistry and physics by examining such concepts as understanding and measuring matter; atoms, elements, compounds and mixtures; physical and chemical properties of matter; states of matter; chemistry fundamentals, the periodic table; bonding and types of compounds; mixtures and solutions; chemical reactions; properties and sources of energy; heat; electricity, circuits, and power; properties of sound & light; the behavior of sound & light; forces and motion; work and simple machines.

This course is intended for students who wish to complete a science course with a lab. It is not a prerequisite for any science or health programs. This course may not be used as a substitute for a chemistry course or a physics course.

Math 0901 (Intro to Algebra) or basic math skills are highly recommended.

CHEM 1061 Principles of Chemistry I Credits: 4.00 Goal Area(s): 03 This course is a study of the basic concepts of Chemistry, with an emphasis on atomic theory, stoichiometric relationships, kinetic-molecular theory, molecular structure, and chemical bonding as related to the gas and liquid and solid phases. The lab portion with experiments includes observation, data collection, and mathematical applications that support the concepts being studied in class. One year of high school chemistry is required for this course. (3 hours lecture, 3 hours lab) Prerequisite: Successful completion of Math 1150 with a grade of C or better

CHEM 1062 Principles of Chemistry II Credits: 4.00 Goal Area(s): 03 A continuation of Chem 1061, this course emphasizes chemical equilibrium, solution chemistry, acid-base chemistry, precipitation reactions, complex ion formation, oxidation-reduction, and electrochemical reactions. The laboratory portion includes equilibrium constant determinations and applications of the lecture topics in determination of cation and anion (qualitative) content of unknown mixture. (3 hours lecture, 3 hours lab) Prerequisite: Chem 1061

CHEM 1990 Topic: Credits: Goal Area(s): na This course will provide flexibility in offering an in-depth review of topics of immediate importance and topical interest. These topics will go beyond the introductory courses in examining specific aspects of the subject matter.

CHEM 2061 Organic Chemistry I Credits: 5.00 Goal Area(s): na This course is a study of the covalent molecules associated with carbon, emphasizing the mechanism of the reactions and the stereochemistry of aliphatic, alicyclic, and olefinic molecules. Functional groups that will be studied include the saturated and unsaturated hydrocarbons, alcohols, ethers and halides. The laboratory portion of the course includes a thorough study of the basic techniques for the isolation and purification of molecules isolated from natural products and from reaction mixtures. (4 hours lecture, 4 hours lab) Prerequisite: Chem 1062

CHEM 2062 Organic Chemistry II Credits: 5.00 Goal Area(s): na This course is a study of the mechanism of reactions of, and the structure of, all of the carbonyl compounds and their derivatives, and of the carbohydrates, amino acids, proteins, heterocyclics, other natural products sequence reactions, unknown identification and original literature preparations. Spectroscopic analysis will be utilized throughout these experiments. (4 hours lecture, 4 hours lab)

CHEM 2073 Introduction to Instrumental Methods and Analysis Credits: 4.00 Goal Area(s): na This course is intended to primarily provide students with an added advantage for employment while pursuing an education toward a career. The students would be taught the proper methods for solution and sample preparation, along with becoming familiar with state of the art instrumentation. They also would be exposed to safety and manufacturing practices that are important in chemical industry. This course aims at making a student versatile with laboratory techniques and would provide a student with an edge over other candidates in the job market for lab assistants' positions. (2 hours lecture, 6 hours lab) Prerequisite: Chem 1061, 1062, and 2061

CIS 1000 Electronic Keyboarding Communications Credits: 3.00 Goal Area(s): na This is an introductory course to develop mastery of the computer keyboard. Students will learn to type the alphabet, number, and symbol key by touch. Emphasis is on the mastery and the development of speed and accuracy sufficient to make the computer a communication tool. Simple tables, memos, business letters, and reports are covered. The most current version of Microsoft Word will be used.

CIS 1101 Business Computer Systems I Credits: 3.00 Goal Area(s): na This course develops computer literacy and emphasizes its importance in today's society. Through hands-on experience, students will gain an understanding of computer concepts, capabilities and applications and be able to implement this knowledge in their professional and personal lives. Computer applications covered include word processing, spreadsheets, presentation graphics, databases, windows/operating system, e-mail use and management, folder and file organization and use of the Internet. Computer concepts covered include understanding the basic hardware components of a computer, how a computer works, computer files and storage, application programs, input and output devices, how we store information and Internet basics. Hands-on experience will be provided on networked computers in the Windows environment using the most current version of Microsoft Office Suite including Word, Excel, Access, and PowerPoint.

Knowledge of the keyboard is recommended for this course. Check with your instructor for the software edition that will be used.

CIS 1102 Business Computer Systems II Credits: 3.00 Goal Area(s): na Emphasis is on further development and understanding of the software covered in CIS 1101 including spreadsheets and macros, advanced word processing applications, presentation graphics, and relational databases. Students will complete an integrated application project. Computer concepts covered include communication networks, operating systems, the internet, database management, data security,

computer careers, and background to become a knowledgeable computer consumer. Hands-on experience will be provided on computers in the windows environment using the Microsoft Office Suite including Word, Excel, Access, and PowerPoint.

If you believe you have computer experience that is equivalent to the prerequisites of this course, CIS 1101, please contact the instructor for permission to register for this class. Prerequisites: CIS1101

Check with your instructor for the software edition that will be used.

CIS 1200 Word Processing Credits: 3.00 Goal Area(s): na This course introduces students to the word processing cycle and how word processing is used in the work place. This course is for anyone who needs to prepare their own business documents. Students will use the Microsoft Office Word application to create and edit business documents, enhance page layout, create tables, create reports, create columns, and create form letters and merge with a mailing list. Other topics covered include: styles, templates, mailing labels, drawing objects, graphics, and WordArt. After this course, the student would be prepared to take the Microsoft Office Certified Application Specialist Exam for Word.

Knowledge of the keyboard is recommended for this course. Check with your instructor for the software edition that will be used.

CIS 1210 Desktop Publishing Credits: 3.00 Goal Area(s): na This course introduces students to digital page layout using Adobe InDesign, the new emerging standard in page layout software. This course is for anyone who has to prepare professional business publications. Students will learn how to set type and use digital images to produce effective printed business publications including newsletter, advertising flyers, business forms, brochures, manuals, posters, and catalogues . Students will learn how to create and modify pdf files for electronic distribution of publications. Knowledge of the keyboard and Word Processing software is recommended for this course. Software used: Current version of Adobe InDesign

CIS 1220 Decision Making Excel Credits: 3.00 Goal Area(s): na This course uses Excel as a problem solving tool in analyzing and designing solutions for common business and organizational problems. This course is for anyone who has to analyze, share, chart and manage information to make more informed decisions. Problems are taken from management, accounting and finance, manufacturing and production, sales and marketing and human resources. Spreadsheet concepts covered include creating, editing and formatting worksheets, creating charts, filtering lists, creating pivot tables, using macros, importing data, creating data tables, using functions and integrating worksheet data with other programs. After this course, the student would be prepared to take the Microsoft Office Excel Certified Application Specialist Exam. Knowledge of the keyboard is recommended for this course.

Prior spreadsheet and keyboarding knowledge is recommended for this course. Check with your instructor for the software edition that will be used.

CIS 1230 Business Presentations: PowerPoint Credits: 3.00 Goal Area(s): na This course introduces students to business presentation concepts and applications using the most current PowerPoint software. This course is for anyone who has to or wants to prepare engaging and effective business presentations. Students will plan, organize, prepare and produce professional quality presentations to meet organizational and business needs. Features studied include customizing a presentation, design templates, slide layouts, custom slide animation and transitions, using multimedia, charts and diagrams, integration, and tools for producing multiple outputs including publishing to the web. This course will provide a thorough understanding of PowerPoint's most important tools and features.

After this course, the student would be prepared to take the Microsoft Office Specialist Exam for PowerPoint.

NOTE: Knowledge of the keyboard is recommended for this course.

CIS 1240 Information Management: Access Credits: 3.00 Goal Area(s): na In this course students will learn how to plan, design, create, query, create forms and reports, export to and import data from and maintain a database. This course is for anyone who has to make more informed decisions by effectively tracking, reporting, and sharing information. Applications will be taken from a variety of business and organizational scenarios. Students will integrate databases with Excel and Word. Students will learn how databases interact with other applications (including the Internet) and can become the foundation for an e-commerce web site. Students will develop an understanding of how an effective database supports the business decision-making process.

After taking this course, the student would be prepared to take the Microsoft Office Specialist Exam for Access.

Completion of CIS 1101 or prior database experience is recommended for this course.

CIS 1250 Photoshop Essentials for Business Credits: 3.00 Goal Area(s): na This is an introductory course in business computer graphics. This course is for anyone who has to prepare digital images for business publications for print or for the Web. Students will learn how to use Photoshop's tools to create and enhance digital images. Students will create images from composites as well as separate document objects into layers. Course content will include techniques to retouch photos, i.e. removal of red eye, softening blemishes and imperfections, and elimination of unwanted items from digital photographs. Students will learn how to prepare and save images in different formats for different purposes, such as for use on the Web, in print and in other computer programs. Recommended: Knowledge of the keyboard

CIS 1300 Introduction to Internet Credits: 1.00 Goal Area(s): na This course develops a basic understanding of the Internet and the World Wide Web using a popular browser such as Internet Explorer. Students will search the web; download, save and print web pages; learn and use search tools to find information quickly; create a favorite or bookmark and organize their favorite web sites; learn about communication on the Internet using email, accessing newsgroups and chat rooms; learn how to email attachments and download files from their email; and discuss personal security on the Internet. Hands-on exercises will give students the opportunity to apply these concepts. This course will give students an introduction to the capabilities of the Internet. Knowledge of the keyboard is recommended for this course.

CIS 1310 The Whole Internet Credits: 3.00 Goal Area(s): na This course provides a comprehensive understanding of the Internet. This course is for anyone who wants to use the internet effectively, efficiently and safely, understand the uses of the Internet, create web pages and also increase their confidence and knowledge. Students will learn about the basic technology that supports the internet, effectively use e-mail and other types of communication, explore virtual communities and web tools, use search engines and directories to find information on the internet, evaluate the quality of web resources, locate software, explore e-commerce concepts, learn how to use the internet safely, manage common security threats and create web pages. Students will use e-mail, a class web site, and other web based tools to develop proficiency. The course explores current internet innovations. Previous exposure to the internet is not required.

CIS 1320 Web Tools Credits: 2.00 Goal Area(s): na This class focuses on exploring, evaluating and learning how to use the latest tools and applications on the Internet. You will explore your interests and build a portfolio to demonstrate what you can do using innovative web based tools.

Some of the tools and applications may include:

Marketing and Business, Professional Networking, Virtual Environments, Bookmarking, Social Networks, Multimedia, Photos and Digital Images, Employment and Jobs, Collaboration, Video-Sharing Sites, Podcasts, Wikis, Blogs, Content Aggregation and Management, Organization, Games and Entertainment and more.

This course is for anyone who wants to increase their internet skills and knowledge and understand current web tools.

Some knowledge of the internet is required such as ability to use email and search engines. If you need more internet knowledge before taking this class, CIS 1310 The Whole Internet is recommended.

The course may be modified as class needs dictate and to incorporate current events.

CIS 1400 Windows/Operating Systems Credits: 3.00 Goal Area(s): na This course introduces students to operating systems through hands on experience and covers the basic to advanced features of Windows. Topics will include safeguarding your personal computer, customizing your desktop, using online help, organizing and managing files, creating and customizing your shortcuts, implementing a backup strategy, optimizing disks, troubleshooting computer problems, evaluating system performance, installing and troubleshooting software and hardware, updating the Windows registry. Discussions will also cover other operating systems. Knowledge of the keyboard is recommended for this course.

CIS 1500 Developing Computer Keyboarding Skills Credits: 1.00 Goal Area(s): na This course will focus on developing mastery of the electronic keyboard and the microcomputer. Specifically, as a result of this course, you will use proper keyboarding techniques to attain the speed and accuracy necessary to use the computer as an effective communication tool.

CIS 1510 Introduction to Computers and Basic Word Processing Credits: 1.00 Goal Area(s): na This course introduces students to the personal computer and the Microsoft Office Word application. Students will develop an understanding of how a computer works and the basic hardware and software needed for computer processing. Microsoft Office Word will be used to develop basic word processing skills. Students will create, format, print and save documents and learn how to find files already saved. Hands on exercises will give the opportunity to apply concepts. Knowledge of the keyboard is recommended for this course. Check with your instructor for the software edition that will be used.

CIS 1520 Spreadsheets Credits: 1.00 Goal Area(s): na This course introduces students to the problem solving capabilities of Microsoft Office Excel spreadsheet software. Students will plan and format spreadsheets and analyze data. Topics covered include worksheet formatting, charting data and using formulas and functions to perform calculations and analyze data. Hands-on exercises will give the opportunity to apply these concepts. Knowledge of the keyboard is recommended for this course.

Microsoft Office Excel will be used.

Check with your instructor for the software edition that will be used.

CIS 1530 Business Graphics Credits: 1.00 Goal Area(s): na This course is designed to introduce students to delivering a presentation using computer presentation graphics. This course will give students an introduction to the capabilities of Microsoft Office PowerPoint. Students will learn how to plan and organize an effective presentation. Hands-on exercises will give the opportunity to apply these concepts utilizing Microsoft PowerPoint. Knowledge of the keyboard is recommended for this course.

CIS 1990 Topic: Credits: Goal Area(s): na This course will provide flexibility in offering an in-depth review of topics of immediate importance and topical interest. These topics will go beyond the introductory courses in examining specific aspects of the subject matter.

CIS 2310 Introduction to E-Commerce Credits: 3.00 Goal Area(s): na This course introduces students to the key strategic business and technological elements of electronic commerce. Students will explore both the theory and practice of conducting business over the internet and the World Wide Web. This course is for students who want to put their business on the internet, work at companies that want to do business over the internet or want to know more about business and the internet. Students will focus on applying key concepts through hands-on e-commerce planning and web site development. Topics covered include identifying e-commerce opportunities, marketing and selling on the internet, building a web presence, designing a web site, improving efficiency and reducing costs through business-to-business activities, using social networking to connect with customers and suppliers, exploring mobile commerce opportunities, analyzing electronic commerce software, hardware and commerce service providers, investigating electronic payment systems, examining electronic commerce security, scrutinizing international, legal, ethical and tax issues and planning. Also includes identifying current issues in e-commerce. Experience with programming languages or creating web sites is not required. NOTE: Computer and internet knowledge recommended.

CIS 2400 Introduction to Computer Networking Credits: 3.00 Goal Area(s): na This course provides students an understanding of the fundamental concepts of computer networking and managing network data and infrastructure security. Topics include design and topologies, communication protocols and standards, network operating systems and architectures, network management and support, problem solving practice and Internet resources. Issues and trends in networking and data security will be covered. This course is designed for the non-technical as well and the technical professional. If you believe you have computer experience that is equivalent to the prerequisites of this course, CIS 1101 or CSci 1000, please contact the instructor for permission to register for this class. Prerequisite: CIS 1101 or CSci 1000

CMSV 2100 Soils and Concrete Technology Credits: 3.00 Goal Area(s): na This course familiarizes students with the history and fundamentals of concrete, admixtures, soils and aggregates. The student will understand the interactions of concrete, weather, and soil conditions; the proper placement of concrete; bearing capacity of soils; and the basic principles of concrete and soil inspection.

CMSV 2860 Building Construction Plan Reading Credits: 2.00 Goal Area(s): na The basic course in reading of construction working drawings emphasizes symbols used in the production of architectural, structural, mechanical, and electrical drawings. Course includes interpretation of drawing details, sections, elevations, floor plans, etc. This course should be of value to students interested in drafting, estimating, and construction.

CMSV 2870 Construction Management Credits: 3.00 Goal Area(s): na Students in this course examine estimating, purchasing, bidding, scheduling, coordinating, expediting, and supervising work and

dealing with public agencies, the design professions, suppliers, and subcontractors as these activities relate to the operation of a building contracting company.

CMSV 2875 Mechanical and Electrical Systems Credits: 4.00 Goal Area(s): na This course will prepare students to identify, analyze, and evaluate all aspects of building mechanical, electrical, and plumbing systems. The students will explore a variety of systems found typical in both residential and commercial buildings and will have the opportunity to gain detailed knowledge on how systems are designed, constructed, and perform. This course is designed for construction managers, project superintendants, code officials, and other construction related industry professionals.

CMSV 2880 Construction Estimating Credits: 4.00 Goal Area(s): na This course explores the basic techniques and guidelines of estimating. The student will develop skills to prepare cost estimates considering the important aspects of material takeoffs, labor, equipment, and time. Practical, step-by-step cost estimating procedures will be applied to an actual building project.

CMSV 2885 Construction Estimating Credits: 4.00 Goal Area(s): na This course explores the basic techniques and guidelines of estimating. The student will develop skills to prepare cost estimates considering the important aspects of material takeoffs, labor, equipment, and time. Practical, step-by-step cost estimating procedures will be applied to an actual building project.

CMSV 2890 Building Organization and Technology Credits: 3.00 Goal Area(s): na This course is an introduction to the varied technology that comprise buildings and an exploration into the sequential process of building construction. Theories of building types, functional organizations, and material applications are presented. This course also includes the identification of historic basis for, and comparison between, basic building materials and construction methods. The importance of building assembly sequences also is presented.

CMSV 2895 Construction Management Internship Credits: 3.00 Goal Area(s): na Provides the student an opportunity to observe and participate in all aspects of construction management that are typically encountered in the construction workplace.

CMSV 2900 Construction Scheduling Credits: 3.00 Goal Area(s): na This course explores the basic techniques and guidelines of the critical path method (CPM), and the precedence diagramming method (PDM) scheduling. The student will develop skills to prepare construction schedules by considering the important aspects labor, equipment, and time cost scheduling. Practical step-by-step scheduling techniques will be applied to an actual construction project.

COMM 1010 Fundamentals of Public Speaking Credits: 3.00 Goal Area(s): 01 This course provides instruction and practical experience in the basics of public speaking. This course has a performance component: students are expected to create and deliver informative, persuasive and other types of speeches.

COMM 1210 Small Group Communication Credits: 3.00 Goal Area(s): 01 This course examines communication in small groups. Students will participate in and analyze how small groups function, how leadership roles evolve, how decisions are made and how conflicts can be resolved. Students will work in small groups, complete group projects, and analyze group interaction.

COMM 1310 Intercultural Communication Credits: 3.00 Goal Area(s): 07, 08 The influence of culture is an especially important and sensitive issue facing us today. A person's culture strongly influences

his/her identity, beliefs, expectations, and communication style. This course explores communication across culture as defined by nationality, gender, and ethnicity while concentrating on effective use of communication in all of these areas.

COMM 1410 Human Communication Theory Credits: 3.00 Goal Area(s): 01 This introductory course examines a selection of theories of human communication. The emphasis of the course will be to provide students with the ability to understand theorizing in general and then to apply this understanding to particular theories. Students will be challenged to explore different types, contexts, and aspects of human communication as they relate to their own lives. Course content will include theory relating to the communicator, the message, the relationships, the media and the culture.

COMM 1510 Nonverbal Communication Credits: 3.00 Goal Area(s): 01, 08 Nonverbal Communication is an essential component of all communication. This introductory course is intended to increase communication effectiveness in a variety of contexts, including interpersonal, intercultural, and workplace. Students will understand, assess, and practice their own nonverbal codes and cues as well as study other nonverbal codes and cues.

COMM 1610 Introduction to Mass Communication Credits: 3.00 Goal Area(s): 01, 09 This introductory course is intended to develop critical and analytical skills for understanding mass media; for recognizing messages, making deliberate choices about them, and evaluating the effects of these messages in both an individual and societal context. Students will examine the history, evolution, and societal impact of a wide variety of media, including print, film, and social media and will develop skills to make informed, ethical evaluations of the mediated messages they receive.

COMM 1710 Oral Interpretation and Traditions Credits: 3.00 Goal Area(s): 01, 08 Oral Interpretation and Traditions is an introductory course in the effective oral presentation of written material. Students will analyze and perform literature from a variety of sources that represent different cultures and ethnicities. Students will also make connections between the cultural implications of oral tradition and performance.

COMM 1990 Topics: Credits: Goal Area(s): na This course will provide flexibility in offering an in-depth review of topics of immediate importance and topical interest. These topics will go beyond the introductory courses in examining specific aspects of the subject matter.

CSCI 1000 Computer Basics Credits: 3.00 Goal Area(s): na The students will get hands-on experience with an operating environment (the current version of Microsoft Windows) and Windows-based applications which include spreadsheets, word processors and presentation packages. The course enables students to use computers to process information and communicate using e-mail and World Wide Web.

CSCI 1020 Beginning Web Page Programming Credits: 1.00 Goal Area(s): na Students learn practical techniques and principles of Website authoring; create multimedia-enhanced commercial, entertainment or educational sites; and plan site maintenance, promotion and implementation of user feedback. Prerequisite: Some experience with Microsoft Windows

CSCI 1030 Programming for Internet Credits: 3.00 Goal Area(s): na This course covers the practical aspects of a programming language used for development of advanced Internet applications which include: on-line animation and interactivity, feedback, and browser control enhancements. The actual language used (JavaScript, Perl, or Java) will be chosen by the instructor. The course also includes a brief

introduction to advanced HTML and SCS, uploading the site to a Web server and promoting it.
Prerequisite: CSci 1000 or 1010 or 1020 or CIS 1101 or 1102

CSCI 1035 Introduction to Computer Programming with Games Credits: 4.00 Goal Area(s): na This is an introductory computer programming course. The students will engage in hands-on implementation of games and simulations in a graphics-enhanced development environment. The students will learn how to transform game scenarios into algorithms and programs, create user interfaces, and incorporate multimedia. Basic computer skills are necessary for success in this class.

CSCI 1040 Beginning Microsoft SQL Server Credits: 3.00 Goal Area(s): na The goal of this course is to teach students how to design, build and use databases utilizing Microsoft SQL Server. The students will also learn to enter and retrieve information. They will learn SQL commands and query creation, including complex multi-table joins, and analyze query results. Students will design their own databases and implement them on Microsoft SQL Server.

CSCI 1050 Computer Security Basics Credits: 3.00 Goal Area(s): na This class examines the issues surrounding computer security in today's highly technological world. The course is designed to provide an overview of security problems: technical issues and the principles associated with databases, networks, administrative controls, privacy, operating systems and programming. The knowledge gained from this course will allow programmers, instructional designers, information technology specialists and managers to better understand a variety of issues surrounding secure computing. It is preferred that students have proficient computer skills.

CSCI 1120 Programming in C/C++ Credits: 4.00 Goal Area(s): na This course continues the study of the most popular computer languages. It covers the common procedural core of C and C++ languages: data types, expressions, operators, functions, pointers, and arrays. The course also includes elements of object-oriented programming: classes and objects. Prerequisite: CSci 1130 or CSci 1150

CSCI 1130 Introduction to Programming in Java Credits: 4.00 Goal Area(s): na This course provides an introduction to object-oriented programming using the Java programming language. Topics include data types, operators, operands, expressions, conditional statements, repetition, arrays, methods, parameter passing, and returning values. The course will cover applets, graphics and events handling. Students will be also introduced to classes, objects, and inheritance. Prerequisite: Math 1150

CSCI 1150 Programming in C# for .NET Credits: 4.00 Goal Area(s): na This course provides an introduction to object-oriented programming using the C# programming language. The majority of the course will be on the semantics of the C# language, a major component of Microsoft .NET development environment. Topics include: Visual Studio .NET integrated development environment, selected value and reference types, control structures, operators and expressions, methods, classes, and inheritance. Completion of this class will prepare the student for advanced topics in C#. Prerequisite: Math 1150

CSCI 1160 Web Programming in ASP.NET Credits: 4.00 Goal Area(s): na ASP.NET is a technology for creating web-based programs and services. This skill is in high demand on the market. This course will provide an introduction to .NET, ASP.NET and the primary development environment, Visual Studio.NET. The main goals of this course are to gain exposure to the .NET framework and ASP.NET, to learn the basics of creating and deploying an ASP.NET program utilizing the C# programming language, and to learn the basic ASP.NET controls provided with Visual Studio.NET. The course will briefly cover database access, showing how data can be read from a database and displayed in a web page.

CSCI 1180 Introduction to Linux Operating System Credits: 4.00 Goal Area(s): na This course introduces Linux, a popular open-source operating system and a variety of Unix. Topics include installing and using Linux, the architecture of Linux, using the command-line shell, the file system, common utilities (including text editors), and the basics of shell scripting. Hands-on work with Linux is a central part of this class. Some experience in computer programming is recommended.

CSCI 1990 Topics: Credits: Goal Area(s): na This course will provide flexibility in offering an in-depth review of topics of immediate importance and topical interest. These topics will go beyond the introductory courses in examining specific aspects of the subject matter.

CSCI 2001 Structure of Computer Programming I Credits: 4.00 Goal Area(s): na Students will learn object-oriented programming using Java. In this course, students are exposed to the concepts, fundamental syntax, and the thought processes behind object-oriented programming. The basic principles of software engineering are emphasized. By doing their own Java projects, students will develop problem-solving skills and gain experience in detecting and correcting software errors. Prerequisite: CSci 1120 or CSci 1130

CSCI 2002 Structure of Computer Programming II Credits: 4.00 Goal Area(s): na This course continues using abstract data types and the concepts presented in CSci 2001 and introduces stacks, queues, linked lists, and trees. This course also covers advanced programming topics of recursion, sorting methods, and complexity measures. The object-oriented language Java will be used. Prerequisite: CSci 2001

CSCI 2010 Discrete Mathematical Structures Credits: 4.00 Goal Area(s): na This course includes topics of the mathematical methods of computer science: logic, combinatorics, recursion, complexity analysis, graph theory, Boolean algebra, and mathematical induction. Prerequisite: Math 1221

CSCI 2020 Machine Architecture and Organization Credits: 4.00 Goal Area(s): na As an introduction to computer organization and structure, this course includes beginning machine and assembly language programming. Topics to be covered include logic gates and Boolean algebra, basic elements of computing devices, basic components of a computer, data representation and number systems, micro operations, microprogramming, and input-output programming. Prerequisite: CSci 1030 or CSci 1090 or CSci 1120 or CSci 1130 or CSci 1150 or CSci 1190

CSCI 2030 Database Modeling and Design Credits: 4.00 Goal Area(s): na This course covers relational databases from conceptual design to implementation. The course will include logical and physical design, normalization, as well as the definition of tables and indexes. The use of Structured Query Language (SQL) for data retrieval and manipulation will be emphasized. Prerequisite: CSci 1040

CSCI 2050 Internship Computer Science Credits: 3.00 Goal Area(s): na This is a capstone course for students in the computer science program. It includes practical, on-the-job training in a computer science operation under executive supervision and a related learning activity. Placement is arranged on the basis of the student's interest and career goal.

Prerequisite: Enrollment in the computer science program, completion or concurrent enrollment in CSci 2002, a "B" average in all CSci courses

CSCI 2400 Objective-C for Mobile Programming Credits: 4.00 Goal Area(s): na The course teaches Objective-C programming utilizing Xcode tools package. The course explores fundamental OOP

concepts. Other topics include pointers, memory management and Automatic Reference Counting. The basic Foundation Framework classes will also be introduced.

After completing this course, the students will be able to write Objective-C programs suitable for mobile applications running on iPhones and iPads. Prerequisite: CSci 1120 or 1150 or 2001 with grade A

CSCI 2500 Introduction to Mobile Programming in iOS Credits: 4.00 Goal Area(s): na The course teaches students how to write mobile applications for iOS-based devices, building on Objective-C fundamentals. The course will lead the students through the essential concepts, tools, and techniques for developing iOS applications.

After completing this course, the students will have the knowledge and skills needed to create applications for iPhones and iPads. Prerequisite: CSci 2400 with minimum grade B

ECON 1050 Economics of Crime Credits: 3.00 Goal Area(s): 05, 09 This course covers economics theories of crime and justice. Crime topics include: illegal drug markets, violent crime, nonviolent crime, and international crime. Economic theories and concepts such as rationality, efficiency, supply, and demand are used. The course includes international and historical comparisons of enforcement techniques from both an economic efficiency framework and an ethical perspective.

ECON 1060 Principles of Economics Macro Credits: 3.00 Goal Area(s): 05, 08 This course covers mainstream theories, the economy's recent performance, national income and output levels, money and the banking system, inflation and unemployment, fiscal and monetary policies, economic growth, and international trade.

ECON 1070 Principles of Economics Micro Credits: 3.00 Goal Area(s): 05 This course covers theories of consumer and producer behavior as well as market structure, the role of government in the economy, distribution of income, externalities, and taxes.

ECON 1990 Topics Credits: Goal Area(s): na This course will provide flexibility in offering an in-depth review of topics of immediate importance and topical interest. These topics will go beyond the introductory courses in examining specific aspects of the subject matter.

EDUC 1210 Introduction to Education Credits: 3.00 Goal Area(s): na This course will familiarize students with the historical, philosophical, and social foundations of education. The course will be of particular interest to those students who are exploring teaching as a career or to those who currently work in classroom settings. The class is designed to provide glimpses into a variety of aspects of teaching, to promote discussion, and to encourage self-exploration. The major course topics will guide students in exploring the influences of history and society on teaching, learning, and schooling and how these influences impact what is done in classrooms today.

EDUC 1280 Diversity in Education Credits: 3.00 Goal Area(s): na This course is designed to help current and future educators acquire the knowledge and skills needed to become effective practitioners in culturally, racially, and linguistically diverse classrooms and schools. Students will examine current and emerging research, concepts, and debates about the education of students from both genders and from different cultural, racial, ethnic, and language groups.

EDUC 1350 Language and Learning Credits: 3.00 Goal Area(s): na This course focuses on the literacy needs and development of today's children. The course provides background on how literacy develops

and places emphasis on the stages of literacy development. It presents both the theories and strategies that are needed in order to fully understand emerging readers and writers and how learners can be empowered in today's classrooms to function competently as literate adults in the twenty-first century.

ENGL 0900 Preparation for College Writing I Credits: 3.00 Goal Area(s): na This composition course introduces the process and strategies of writing clear, focused paragraphs. Students learn and practice the basic skills of standard American written English, including grammar, punctuation, and sentence structure. Prerequisite: College required assessment for placement

ENGL 0950 Preparation for College Writing II Credits: 4.00 Goal Area(s): na This composition course is for students who need a more intensive review of standard American written English (grammar, punctuation, and sentence structure) than English 1201 provides. The course also introduces the processes and strategies of essay writing from first thoughts through revision to the final, edited, 2-3 page essay. Prerequisite: College required assessment for placement or successful completion of English 0900.

ENGL 1140 Professional Writing Credits: 3.00 Goal Area(s): na This course offers students the opportunity to improve their writing skills and adapt them for professional communication. Students will focus on assessing purpose, audience, credibility, style, clarity/correctness, and format to determine appropriate approaches to a range of written and electronic communication, including memos, letters, employment documents, and proposals/reports. Prerequisite: Engl 1201

ENGL 1150 Introduction to Literature Credits: 3.00 Goal Area(s): 06 This course is designed to introduce students to a variety of literatures and to means to credibly examine that literature. It thus includes literary terms, critical approaches and their application to literature.

ENGL 1201 College Writing I Credits: 4.00 Goal Area(s): 01 This class provides extended practice in critical reading, writing, and thinking skills. Students will develop an effective writing process and work to achieve college-level competence in reading and responding to texts, visuals, events, and ideas in a variety of written formats, with an emphasis on the academic essay. Audience awareness, interpretation and analysis, logical reasoning, and persuasive and argumentative skills will be developed. MLA style documentation of primary sources will be included.

Placement by

College assessment (includes both reading and writing levels); or a grade of C or higher in English 0950 Preparation for College Writing II; or a grade of C or higher in ESOL 1260 College Writing Skills Development plus an ESOL reading level at ESOL 1230 College Reading and Study Skills or above.

College assessment test results are valid for 3 years. A satisfactory grade in ENGL 0950 is valid indefinitely. A satisfactory grade in ESOL 1260 is valid indefinitely.

ENGL 1202 College Writing II Credits: 2.00 Goal Area(s): 01 This class focuses on the research process, textual analysis of primary and secondary sources, rhetorical strategies for argument and persuasion, and successful integration of sources into a longer academic paper utilizing MLA (or other, as appropriate) documentation format. The class may be disciplinary, interdisciplinary, or topical in content, as noted on the class registration site.

Prerequisite: Engl 1201 with a grade of C or higher

ENGL 1250 Magazine Workshop Credits: 2.00 Goal Area(s): 06 This workshop offers students the opportunity to gain practical editorial experience by working on the college literary/arts magazine. As members of the editorial staff, students will solicit, select, and edit stories, essays and poems for publication. May be repeated for credit.

ENGL 1260 Newspaper Writing Credits: 2.00 Goal Area(s): na Students will meet at least one hour each week in a laboratory format to edit and publish the student newspaper. Working in collaboration with student contributors and considering local, national and global issues, students will decide what is appropriate and relevant content for the campus newspaper.

ENGL 1400 Reading Poetry Credits: 3.00 Goal Area(s): 06 This course is a study of poetry: the reading and analysis of poetic works from a variety of time periods and cultures. Important figures, poetic traditions and movements, formal techniques, and other methods of evoking mood and meaning will be explored through discussion and in both written and oral projects throughout the semester.

ENGL 1450 Reading Plays Credits: 3.00 Goal Area(s): 06, 07 This course is a survey of drama as literature; plays will be read as literary texts, not as the grounds for specific performances or performance practices. Through their engagements with the dramatic literature in this course, students will be introduced to a diversity of dramatic styles and themes. Attention will also be devoted to the social and cultural contexts in which the plays were written and in which they are read. Course materials may be organized either historically or topically. Prerequisite: Engl 1201

ENGL 1900 Introduction to Creative Writing Credits: 3.00 Goal Area(s): 06 This class is designed for students who want to try creative writing, perhaps for the first time, and learn more about the creative process. No previous creative writing experience is necessary. Coursework will include reading, writing, and discussion of both student and professional work in at least three of the following genres: fiction, poetry, creative nonfiction (or memoir), and drama. The focus of the class, students' creative work, will be presented and critiqued in a workshop environment.

ENGL 1940 Technical Writing Credits: 3.00 Goal Area(s): na This course further develops writing skills as applied to technical subjects for a specialized or lay audience. Credit does not apply to the 40 MnTC credits required in the A.A. degree except in programs where students are permitted to substitute English 1940 for English 1112 or 1202. Prerequisite: Engl 1201

ENGL 1950 Graphic Novels Credits: 3.00 Goal Area(s): 06 This course will introduce students to the diverse body of literature known as "graphic novels." While emphasis will be placed on works that are specifically considered graphic novels, it may also include the study of other comics-strips and books that have significantly contributed to the development of the form. Students can expect to be exposed not only to a wide range of graphic novel types, such as autobiography, journalism, history, humor, dramatic fiction, manga, and superheroes, but also to a deeper understanding of the methods of telling stories that are unique to comics.

ENGL 1960 Writing Workshop Credits: 1.00 Goal Area(s): na This course is designed for people interested in more intensive work with creative writing projects. The emphasis could range from poetry to story or nonfiction writing.

ENGL 1990 Topics: Credits: Goal Area(s): na This course will provide flexibility in offering an in-depth review of topics of immediate importance and topical interest. These topics will go beyond the introductory courses in examining specific aspects of the subject matter.

ENGL 2010 Writing Creative Non-Fiction and Memoir Credits: 3.00 Goal Area(s): 06 This course offers beginning instruction in the art of writing creative non-fiction, which includes the personal essay, literary journalism, and other hybrid forms, as well as memoir writing. Students will read and analyze the work of professional writers, explore a variety of techniques for discovering material and topics, and experience workshop peer review of their work. Prerequisite: Engl 1201

ENGL 2020 Writing Stories Credits: 3.00 Goal Area(s): 06 This course offers beginning instruction in the art of writing fiction. Exploring techniques for generating material, engaging in writing exercises, and critically examining contemporary short fiction are important aspects of this course. Students will develop a portfolio of their writing and will critique others' work in a writing workshop environment.

ENGL 2030 Writing Poetry Credits: 3.00 Goal Area(s): 06 Beginning instruction in the art of poetry. Exploring techniques for generating material, engaging in writing exercises both in and out of class, and discussing examples of contemporary poetry are important aspects of this class. Students will draft a collection of poems and critique others' work in a writing workshop environment.

ENGL 2270 Modern American Literature Credits: 3.00 Goal Area(s): 06 This course will introduce students to selected American writers of the twentieth and/or twenty-first centuries and their works. The course may be organized either by historic periods or topically. Prerequisite: Placement into English 1201

ENGL 2310 American Short Story Credits: 3.00 Goal Area(s): 06 The short story is a form that was created and refined by American writers of the 19th and 20th centuries. Students will study American short story writers, their stories, and their views of American life.

ENGL 2320 Writing: From Structure to Style Credits: 3.00 Goal Area(s): 06, 07 This course focuses on the structure of language as well how its rules and applications affect written communication and authorial choices in professional and academic settings. The course further intends to create confidence in written and oral expression, to support students in business, graphic arts, paralegal, and other programs. Prerequisite: Engl 1201

ENGL 2330 Hmong American Literature Credits: 3.00 Goal Area(s): 06, 07 Hmong American Literature explores the works of Hmong writers as represented in the novel, nonfiction, short stories, poetry, drama/film, and Paj Ntaub (stories recorded in tapestry). To a more limited extent, characterizations of Hmong in works by non-Hmong authors may be considered, as well as relevant works by Laotian American and Asian American writers.

ENGL 2340 Nature in Literature Credits: 3.00 Goal Area(s): 06, 10 This course surveys literature that examines the relation between human beings and the natural world as that relationship has been variously conceived by British, American, and other writers. The literary works studied may begin with the pastoral poetry of the English Renaissance and focus on literature from the late eighteenth-century, nineteenth century, and contemporary works. The primary consideration of this course is on how a literary idea of nature has been affected and effected by variations in culture, namely, changes in politics, economics, and technology that in diverse cultural and historical contexts have created conflicts between ecological and human interests. Ultimately this study leads to considering how the "green language" created by the writers under study has contributed to an eco-critical ethic that allows examination of current ecological sensibilities and the language that represents them.

The course may also engage oriental literature, for many American and British authors have aligned their thinking on nature with eastern religions. Additionally, the content will reference painters, philosophers, and composers whose works contribute a relevant understanding of nature-as they may lead into relevant scientific considerations of nature.

Prerequisite: Engl 1201

ENGL 2350 Women and Literature Credits: 3.00 Goal Area(s): 06, 07 This course explores women as characters in and writers of literature, including fiction, non-fiction, drama and poetry. The course may also address issues of historical context, gender, class and race as a way of understanding women in literature.

ENGL 2360 Global Literary Perspectives Credits: 3.00 Goal Area(s): 06, 08 Students will interpret world literature and film (either in translation or originally written in English) that present culturally diverse voices and viewpoints. Special attention will be given to colonial and postcolonial literatures that reflect the immigrant communities of Twin Cities college campuses, such as Egyptian, Finnish, Ethiopian, Hmong, Icelandic, Iranian, Korean, Liberian, Mexican, Norwegian, Russian, Somali, Swedish, and Vietnamese. Prerequisite: Placement into Engl 1201

ENGL 2370 African American Literature Credits: 3.00 Goal Area(s): 06, 07 This course introduces the student to the writings of African-Americans from the colonial period to the present and explores the contributions of these writers to American culture, letters, and life. The course may be organized either by historic periods or topically.

ENGL 2380 American Indian Literature Credits: 3.00 Goal Area(s): 06, 07 This course introduces the students to North American Native American Literature. Readings may include fiction, non-fiction, poetry, songs, mythology, and film from traditional and contemporary authors. Special attention may be given to Native American authors with Minnesota connections, such as Louise Erdrich, David Treuer, and Susan Power.

ENGL 2390 American Working-Class Literature Credits: 3.00 Goal Area(s): 06, 09 This course, providing much needed exposure to a largely overlooked body of writings, introduces students to a variety of classical and contemporary working-class texts that demonstrate literature's rich engagement with industrial, agricultural, domestic, and/or other labor in the United States. Encompassing writings by and about laborers and persons associated with labor, working-class literature reveals the often hidden ways that the material conditions and cultural expectations tied to class and work influence the shape of daily life and its literary expressions. Featuring textual, visual, and/or audio cultural productions, the course is designed to examine the problems and questions raised by working-class texts, which may include the changing nature of work, the dynamic experience of class, the historical circumstances that structure class, the intersection of literature and labor movements, the unstable definitions of literature, and the political dimensions of literature. The course may be organized historically or topically.

ENGL 2450 Survey of American Literature I Credits: 3.00 Goal Area(s): 06, 07 This course will provide students with a chronological overview of American literature, including major writers, literary movements (e.g. local color, realism, naturalism, modernism, and post-modernism) and social and historical contexts, from 1860 to the present. Prerequisite: Engl 1201

ENGL 2460 Survey of American Literature II Credits: 3.00 Goal Area(s): 06, 07 This course will provide students with a chronological overview of American literature, including major writers, literary

movements (e.g. local color, realism, naturalism, modernism, and post-modernism) and social and historical contexts, from 1860 to the present. Prerequisite: Engl 1201

ENGL 2500 Playwriting Credits: 3.00 Goal Area(s): 06 Students will be introduced to the fundamentals of writing theatrical plays. They will be expected to work on several creative projects throughout the semester and to participate in workshops in which they will discuss and critique one another's work. Students may also be asked to complete other writing exercises and to analyze a selection of plays to gain a better understanding of the art of playwriting. Prerequisite: Engl 1900

ENGL 2550 Survey of British Literature I Credits: 3.00 Goal Area(s): 06, 08 This course covers the literature of Great Britain with its historical background from its beginnings to 1785. Chaucer, Shakespeare, Milton, Donne, and Swift, among others, are studied in this course. Prerequisite: Engl 1201 with coursework in literature strongly recommended.

ENGL 2560 Survey of British Literature II Credits: 3.00 Goal Area(s): 06, 08 This course covers the literature of Great Britain with its historical background from 1785 through the 20th century. The literature of the Romantic, Victorian, and Modern periods are studied in this course. Prerequisite: Engl 1201 with coursework in literature strongly recommended

ENGL 2580 The Shakespeare's Plays Credits: 3.00 Goal Area(s): 06, 08 A study of the major plays of William Shakespeare that may include a close reading of the plays, consideration of acting methods, and evaluation of cinematic and theatrical presentations. Prerequisite: Engl 1201

ENGL 2900 Fantasy Literature Credits: 3.00 Goal Area(s): 06, 07 This course will introduce students to fantasy as a literary genre. It will expose students to various types of fantasy stories (such as high fantasy, sword and sorcery, urban fantasy, and/or fantasy horror). It will also address how fantasy literature can reflect or comment on issues in the real world, including how various forms of bigotry can be challenged or normalized by fantasy texts.

ENGL 2950 Mystery and Detective Fiction Credits: 3.00 Goal Area(s): 06, 09 This course will introduce students to mystery and detective fiction as a literary genre and as popular literature, examining the conventions of suspense writing, possibly including hook, twist, red herring, back story, sub-plot, procedural, clues, and the ethical concerns of investigative methods and civic life. Discussion of various sub-genre styles will engage students in critical thinking applied to historical era, culturally diverse contexts, and gender roles in mystery writing.

ENGL 2960 Creative Writing Capstone Project Credits: 1.00 Goal Area(s): na This course is intended for students who are in the Creative Writing AFA program and within a semester of completion. This capstone experience will focus on the writing and revision of a demonstrative portfolio of writing within a single genre, multiple genres, or blended genres (poetry, fiction, scriptwriting, and/or creative nonfiction). Students will work individually with faculty to develop and polish their writing for publication submission and movement toward further study and/or career options.

ENGR 1000 Introduction to Engineering and Design Credits: 3.00 Goal Area(s): na This course is designed for people interested in learning about the engineering profession. It provides an overview of the engineering disciplines. A project-based approach will be used to give experience in skills, tools, and problem-solving methods associated with completing engineering design solutions.

ENGR 1200 Engineering Graphics Credits: 3.00 Goal Area(s): na This course is designed for people interested in mechanical, civil and aerospace engineering and the Bachelor of Construction Management degree. The student will learn to make AUTOCAD drawings in a Windows environment. The topics that will be covered include: drawing, editing, pan, zoom, view, laying, plotting, dimensioning, blocks, inquiry, purge, DXF, ZIP, UNZIP, XREF, and work in three dimensions. (3 hours lecture/lab)

ENGR 1990 Topics: Credits: Goal Area(s): na This course will provide flexibility in offering an in-depth review of topics of immediate importance and topical interest. These topics will go beyond the introductory courses in examining specific aspects of the subject matter.

ENGR 2301 Statics Credits: 3.00 Goal Area(s): na This course is designed for people interested in mechanical, civil, industrial, and aerospace engineering. It is also intended for the Bachelor of Construction Management degree. The topics include: vector algebra, equilibrium of a particle, equivalent systems of forces, equilibrium of rigid bodies, distributed forces, friction, centroids, and center of mass. Prerequisite: Math 1221 and Physics 1601

ENGR 2302 Mechanics of Materials Credits: 3.00 Goal Area(s): na This course is designed for people interested in mechanical, civil, industrial, and aerospace engineering. The topics include: stress, strain, mechanical properties of materials, axial load, torsion, bending, transverse shear, combined loadings, stress transformation and strain transformation. Prerequisite: Math 1221, Physics 1601 and Engr 2301

ENGR 2303 Dynamics Credits: 3.00 Goal Area(s): na This course is designed for people interested in mechanical, civil, industrial, and aerospace engineering. The topics include: particle kinematics, particle kinetics, Newton's Second Law, rotation of rigid bodies, and energy momentum methods. Prerequisite: Math 1222, Physics 1601 and Engr 2301

ENGR 2501 Circuit Analysis I Credits: 4.00 Goal Area(s): na This course is designed for people interested in electrical, civil and mechanical engineering, computer science and the Bachelor of Information Networking degree. The topics to be covered include: Kirchhoff's Laws, mesh analysis, nodal analysis, source transformations, superposition, Thevenin's and Norton's Theorems, operational amplifiers, first order response of RL and RC circuits, natural and step response of RLC circuits, sinusoidal steady-state analysis and power calculations and balanced three phase circuits. This is the first course in a two course sequence. (4 hours lecture) Prerequisite: Physics 1601 and Math 1222

ENGR 2511 Circuit Analysis I Laboratory Credits: 1.00 Goal Area(s): na This course is a laboratory which complements the lecture course Engr 2501. The topics to be covered include: resistance, voltage, current, Kirchhoff's laws, voltage divider, bridge circuits, power transfer, operational amplifiers, natural and step responses, and integrating amplifiers. (2 hours lab) Prerequisite: Engr 2501 or concurrent enrollment

ESOL 0800 College Vocabulary Development I Credits: 2.00 Goal Area(s): na This class focuses on academic vocabulary necessary for college success and develops the language you use in college reading, writing, listening, and speaking. You will study vocabulary from the Academic Word List compiled from word families which are most frequently encountered in college texts. Prerequisite: Placement test scores

ESOL 0830 Reading Skills Development Credits: 4.00 Goal Area(s): na In this course you will work on strengthening your reading and study strategies, developing your reading vocabulary, and improving your test-taking strategies. You will have the opportunity in this class to develop your reading speed

and comprehension of a variety of written materials. This course will help prepare you for the academic skills you will need to succeed in college. Prerequisites: Placement test scores

Students who place into ESOL 0830 are required to enroll in this course during their first term at NHCC.

ESOL 0860 English Language Skills Development Credits: 5.00 Goal Area(s): na This course is for students who want to improve their formal English language skills in writing and grammar. Emphasis is on learning and using grammatical structures to strengthen and develop English literacy skills for college success. You will practice writing to build fluency and grammatically correct sentences. You will also engage in writing as a regular academic activity and learn strategies to continue your language development. Prerequisite: Placement test scores

ESOL 0880 Listening and Speaking Skill Development Credits: 4.00 Goal Area(s): na This course will focus on developing your academic listening and speaking skills in English. During this semester you will work on building the note-taking, presentation, and discussion skills you will need to study successfully at the college level. Prerequisite: Placement test scores

ESOL 0900 College Vocabulary Development II Credits: 2.00 Goal Area(s): na In this course you will become familiar with the most frequently used words in academic texts. You will strengthen the vocabulary you need for college-level writing, reading, listening, and speaking by studying word families from the Academic Word List. Prerequisite: Placement test scores or grade of "C" or better in ESOL 0800.

ESOL 0930 Academic Reading and Study Skills Credits: 4.00 Goal Area(s): na This course provides advanced level readers with intensive practice and extensive reading tasks in various writing genres. You will develop and improve reading proficiency, speed, and comprehension, and the ability to make inferences from text. You will also develop advanced vocabulary building strategies using college content reading materials. Active study strategies are among the skills practiced as you progress toward skillful, independent reading. Prerequisite: Placement test scores or grade of "C" or better in ESOL 0830

Students who place into ESOL 0930 are required to enroll in this course during their first term at NHCC.

ESOL 0960 Academic Writing Skills Development Credits: 4.00 Goal Area(s): na This course focuses on developing writing process skills and study of various rhetorical patterns. You will engage in concentrated practice to develop paragraphs through multiple drafts, working towards academic essays. You will also continue to strengthen your English language skills. Prerequisite: Placement test scores or grade of "C" or better in ESOL 0860

ESOL 0980 Academic Listening and Speaking Credits: 4.00 Goal Area(s): na This course concentrates on preparing students for the listening and speaking needed in the American college classroom. You will develop efficient note-taking skills for classroom lectures and skills for giving presentations. An examination of American English as spoken in college classrooms further develops proficiency necessary for successful college work. This course also reviews American English in terms of intonation, rhythm, stress, and emphasis. Prerequisite: Placement test scores or grade of "C" or better in ESOL 0880

ESOL 1080 English Pronunciation Credits: 2.00 Goal Area(s): na This course is for people who desire to speak English more clearly and with greater effectiveness. We will concentrate on addressing your pronunciation concerns and accent needs. This class will give you strategies that will help you to communicate in various situations, including your workplace.

ESOL 1230 College Reading and Studying Skills Credits: 4.00 Goal Area(s): na This course focuses on the college textbook reading, language and study skills you will need in your content-area courses. You will study content-course readings and complete tests and assignments typical of those you will complete in college courses. Prerequisite: Placement test scores or grade of "C" or better in ESOL 800-level classes and ESOL 0930

ESOL 1260 College Writing Skills Development Credits: 4.00 Goal Area(s): na In this course, you will develop academic essay writing and advanced English language skills. This course emphasizes writing as a process, as well as development of analytical reading and critical thinking skills. Prerequisite: Placement test scores or grade of "C" or better in ESOL 800-level classes, ESOL 0930 and ESOL 0960.

ESOL 1280 Listening and Speaking for College Success Credits: 4.00 Goal Area(s): na This class focuses on the development of note-taking skills through the presentation of college-success content material in the form of lectures and student presentations. You will research student success topics and make formal presentations to the class. The course also reviews tone, register, rhythm, stress, reduction and emphasis as critical elements in delivering a speech. Prerequisite: Placement test scores or grade of "C" or better in ESOL 800-level classes and ESOL 0980.

ESOL 1990 Topics: Credits: Goal Area(s): na This course will provide flexibility in offering an in-depth review of topics of immediate importance and topical interest. These topics will go beyond the introductory courses in examining specific aspects of the subject matter.

FYE 1020 First Year Experience Credits: 2.00 Goal Area(s): na This course provides both first-time and returning students with academic and social interactions in order to make a successful transition to college. Through lecture, discussions, group activities, active learning exercises, and guest speakers, students are introduced to a variety of topics critical to academic success. The course empowers students to be actively engaged in their learning by understanding the culture of college and creating a learning plan that incorporates the use of study skills that will foster success in all of their course work.

GEOG 1000 Geography of the United States Credits: 2.00 Goal Area(s): 07 This course provides a broad overview of those factors, cultural and physical, that identify the United States. Topics covered include climate, topography, population, language, history and regionalism. Students will gain an introductory knowledge of United States history, economics, politics, physical landscapes and culture. This course is recommended for international students or those new to the United States.

GEOG 1010 Physical Geography Credits: 3.00 Goal Area(s): 03, 10 This course will provide an introduction to the physical processes that are at work at all times on the surface of the earth. This course provides an introduction to the processes that influence the lithosphere, atmosphere, hydrosphere and biosphere. Topics covered include earthquakes, volcanoes, tornadoes, blizzards, winds, precipitation, the Hydrological Cycle, vegetation and soil. This course includes a basic understanding of how these systems interact and how the physical landscape interacts with the human landscape. Included in this will be discussions about environmental concerns such as acid precipitation, ozone depletion, soil degradation, desertification and rainforest destruction. This course includes lab-like coursework/exams that will enhance a student's ability to make observations, form questions, pose hypotheses, make predictions and critically evaluate scientific data and results.

GEOG 1040 Human Geography Credits: 3.00 Goal Area(s): 07, 08 This course surveys occupancy and use of the earth. The great diversity of this human experience as well as the nature of the people/land relationship are examined in terms of distinctive culture realms which have manifested varying degrees

of technological and sociological development in time and space. Essential to this examination is a comparative review of the contemporary geographies of race, language, religion, political ideologies, economic activity, settlement, and population.

GEOG 1100 World Geography Credits: 3.00 Goal Area(s): 08 This course is a region-by-region study of the world. It includes the identification of physical and human place locations, along with emphasizing whatever best explains the character of each country. This may be population, economics, resources, or any aspect of nature or humanity that gives an insightful understanding of each country.

GEOG 1990 Topic: Credits: 3.00 Goal Area(s): na This course will provide flexibility in offering an in-depth review of topics of immediate importance and topical interest. These topics will go beyond the introductory courses in examining specific aspects of the subject matter.

GEOL 1010 Minnesota Field Geology Series: Glacial Geology Credits: 2.00 Goal Area(s): 03, 10 Come explore the glacial geologic history of Minnesota! We will also examine its influence on some of the state's economic, environmental and political issues. Topics include: geologic time, plate tectonics, hydrologic cycle, rock cycle, rock classification and identification, formation and destruction of continental ice sheets, sedimentary processes, recognition of erosional and depositional glacial landforms, and topographic map usage. Three-day field trip around Minnesota is mandatory. Course is open to all students.

GEOL 1020 Minnesota Field Geology Series: Volcanic, Plutonic and Metamorphic Geology Credits: 2.00 Goal Area(s): 03, 10 Come explore the oldest rocks in Minnesota! This course will examine the earliest geologic history of Minnesota, which includes greenstone belts, iron ore deposits, and flood and pillow basalts. Topics include: geologic time, plate tectonics, rock cycle, rock classification and identification, Mid-continental rift, intrusive and extrusive igneous processes and products, metamorphism and mineral resources, and topographic map usage. This course is a field experience including observations, hypothesis, predictions, and evaluation of scientific data and results. Three-day field trip around Minnesota is mandatory. Course is open to all students.

GEOL 1030 Minnesota Field Geology Series: Fluvial Geology Credits: 2.00 Goal Area(s): 03, 10 Come explore the geologic history of Minnesota's rivers. We will examine the development of the Mississippi, Minnesota, Red, and St. Croix Rivers and the influence of their development and present geomorphology on some of the state's economic, environmental and political issues. Topics include: geologic time, plate tectonics, hydrologic cycle, rock cycle, rock classification and identification, weathering and erosion, drainage patterns, flooding, fluvial landform recognition, meandering, wetlands, topographic map usage. This course is a field experience including observations, hypothesis, predictions, and evaluation of scientific data and results. Three-day field trip around Minnesota is mandatory. Course is open to all students.

GEOL 1040 Minnesota Field Geology Series: Caves, Karst and Ancient Seaways Credits: 2.00 Goal Area(s): 03, 10 Come explore Minnesota's caves and ancient ocean floors! This course will examine the hydrogeologic processes involved in cave formation and the development of karst topography. In addition, we will evaluate the evidence of ancient oceans in Minnesota using the sedimentary and fossil record. Additional topics include: plate tectonics, geologic time, hydrologic cycle, rock, mineral and fossil identification, weathering and erosion, sealevel change, marine sedimentary processes. This

course is a field experience including observations, hypothesis, predictions, and evaluation of scientific data and results. Three-day field trip around Minnesota is mandatory. Course is open to all students.

GEOL 1110 Physical Geology Credits: 4.00 Goal Area(s): 03 A course examining the earth's formation, composition, structure and natural systems. Including exploration of the earth's internal and external processes and how they shape the surface of the earth. Topics include: geologic time, plate tectonics, rock and mineral identification, introduction to topographic and geologic maps, surficial processes and environmental concerns. Course is open to all students. (3 hours lecture, 3 hours lab)

GEOL 1120 Historical Geology Credits: 4.00 Goal Area(s): 03, 10 A temporal survey of the development of earth as we know it today, and the evolution of life as deciphered from the sedimentary rock and fossil record. Topics include: principles of geology, sedimentary rocks, fossil identification and classification, plate tectonics, evolution of life, hominid development and mass extinctions. Course is open to all students. (3 hours lecture, 3 hours lab)

GEOL 1130 Rocky Mountain Field Study Credits: 4.00 Goal Area(s): 03 This course is designed for people interested in learning about basic principles of astronomy, geology, and meteorology in an applied setting. This course is offered as a component of our Outdoor Education Program, usually during summer session. Classes meet on campus for several weeks followed by 7-10 days in the Rocky Mountains and surrounding areas. Topics include: rock and mineral identification, geologic history of the area, geologic time, plate tectonics, topographic maps, surficial processes, physical processes of weather and astronomical features. Course is open to all students. (3 hours lecture, 3 hours lab)

GEOL 1150 Boundary Waters Field Geology Credits: 4.00 Goal Area(s): 03, 10 This lecture, lab & field-based course is designed for people interested in learning about basic principles of astronomy, geology, and meteorology in an applied setting. This course will be offered as a component of our Outdoor Education Program, usually during summer session. Topics include: rock and mineral identification, geologic history of the area, geologic time, plate tectonics, topographic maps, surficial processes, physical processes of weather and astronomical features. Students will participate in an 8-9 day mandatory field trip to BWCA-Quetico Wilderness Area. Course is open to all students. (3 hours lecture, 3 hours lab)

GEOL 1150 BWCA Field Geology Credits: 4.00 Goal Area(s): na This lecture, lab & field-based course is designed for people interested in learning about basic principles of astronomy, geology, and meteorology in an applied setting. This course will be offered as a component of our Outdoor Education Program, usually during summer session. Topics include: rock and mineral identification, geologic history of the area, geologic time, plate tectonics, topographic maps, surficial processes, physical processes of weather and astronomical features. Students will participate in an 8-9 day mandatory field trip to BWCA-Quetico Wilderness Area. Course is open to all students. (3 hours lecture, 3 hours lab)

GEOL 1160 Global Environmental Field Geology Credits: 4.00 Goal Area(s): 03, 10 An introduction to environmental geology with emphasis on the impact that globalization has on the environments and on geologic resources of various regions of the world, including the United States. Students will examine the geologic development of a particular region and how various cultures and societies approach environmental and geologic resource management problems. Students will explore their own community for the presence of globalization and they will travel to the country or region of study to meet with environmental experts and to observe first-hand the issues covered in this course. A 7-10 day field trip to the study region is mandatory. Course is open to all students. (3 hours lecture, 3 hours lab)

GEOL 1850 Oceanography Credits: 3.00 Goal Area(s): 03, 10 Science is a process, not a body of knowledge. This inquiry-based course on understanding the world's oceans emphasizes the practice of science through making observations, forming questions, posing testable hypotheses, making predictions and critically evaluating scientific data and results. By examining data and evaluating evidence related to our understanding of the geologic, biological, chemical, physical and processes at work in the world's oceans, students' will recognize the critical role that oceans play in the earth's climate system and the influence of biosphere-atmosphere interactions on the oceans. Topics may include waves, tides, marine biology, seawater chemistry, plate tectonics, ocean currents, coastal processes, climate change, marine resources, coastal processes, and human influences on the world's oceans. Course is open to all students.

GEOL 1851 Oceanography Lab Credits: 1.00 Goal Area(s): 03, 10 This course is designed to complement GEOL 1850, Oceanography. The 3 hour lab sessions will include group and individual projects that supplement concepts and topics from oceanography lecture. Students will collect their own data and use oceanographic data from internet resources. Lab topics that will be covered include plate tectonics, marine sediments, temperature and salinity, water masses and ocean circulation, mapping the seafloor, marine ecosystems, coastal erosion, climate change, primary productivity, El Nino and biogeochemical cycling. (3 hour lab) Prerequisite: Geol 1850 or concurrent enrollment

GEOL 1990 Topic: Credits: Goal Area(s): na This course will provide flexibility in offering an in-depth review of topics of immediate importance and topical interest. These topics will go beyond the introductory courses in examining specific aspects of the subject matter.

HIST 1010 World History: Origins to 1300 Credits: 3.00 Goal Area(s): 05, 08 This course examines world history from its origins to end of the 13th century. Although it is important for students of world history to have a nuanced understanding of cultures, states, and other entities that constitute the fabric of human history, the primary focus of the world historian is the study of phenomena that transcends single states, regions, or cultures. In other words, world history is not the study of the histories of discrete cultures and states one after another and in isolation from one another: world history is transregional, transnational, and transcultural. As long as one focuses on the big picture of cultural interchange and/or comparative history, one is a practicing world historian.

HIST 1020 World History: 1300 to Present Credits: 3.00 Goal Area(s): 05, 08 This course examines world history from the 14th century to the present. Although it is important for students of world history to have a nuanced understanding of cultures, states, and other entities that constitute the fabric of human history, the primary focus of the world historian is the study of phenomena that transcends single states, regions, or cultures. In other words, world history is not the study of the histories of discrete cultures and states one after another and in isolation from one another: world history is transregional, transnational, and transcultural. As long as one focuses on the big picture of cultural interchange and/or comparative history, one is a practicing world historian.

HIST 1030 Colonial History of the Americas Credits: 3.00 Goal Area(s): 05, 08 This course examines the human migratory phase that led to the initial peopling of the Americas beginning ca. 35,000 BCE; it explores the first colonial period that began ca. 7500 BCE with the rise of domesticated agriculture and the consequent establishment of major civilizations in South America, Meso-America, and North America; and it covers the second colonial period initiated by the arrival of the Spanish in 1492 and that began drawing to a conclusion in the late eighteenth century. Study of the second colonial period

includes the colonization of North America, Central America, The Caribbean, and South America by six European empires: the Spanish, Portuguese, French, Dutch, Russian, and English.

HIST 1110 History of Western Civilization Pre 1550 Credits: 3.00 Goal Area(s): 05, 08 This course examines the development of Western Civilization from ancient origins through the Reformation. We will consider various "western" civilizations ranging from ancient Mesopotamian civilizations to Early Modern Europe, following a chronological progression, while maintaining a broad geographic scope. Students are expected to gain a working knowledge of the different Western civilizations and the periods in which they flourished, as well as begin to develop the skills necessary to analyze documents as historical evidence.

HIST 1120 History of Western Civilization 1550 to Present Credits: 3.00 Goal Area(s): 05, 08 This course examines the development of Western Civilization from the Reformation to the present. The course will focus on social, political, and cultural developments in Europe, covering topics such as the Industrial Revolution and Globalization in the 20th century. The course will also examine how these developments affected the rest of the world. Students are expected to gain a working knowledge of the history of the period, as well as begin to develop the skills necessary to analyze documents as historical evidence, and to present a historical argument.

HIST 1130 History of the Medieval West Credits: 3.00 Goal Area(s): 05, 08 This course examines the development of the three major Western cultures that emerged during the Middle Ages: Western Europe, Byzantium, and Islam. Specific emphasis will be given to the interactions between these three cultures, both positive and negative. Students are expected to gain a working knowledge of the history of the period, as well as begin to develop the skills necessary to analyze documents as historical evidence, and to present a historical argument.

HIST 1140 History of the Ancient West Credits: 3.00 Goal Area(s): 05, 08 This course examines the origins and development of civilizations surrounding the Mediterranean, such as the Egyptians, Hittites, Greeks, and Romans, during the ancient period, from about 3000 BC through about AD 300. The course will explore the contact between the various ancient civilizations, and will seek to understand both the tendency toward empire-creation in the ancient world, and the proclivity of those empires to collapse. Students are expected to gain a working knowledge of the history of the period, as well as begin to develop the skills necessary to analyze documents as historical evidence, and to present a historical argument.

HIST 1200 History of United States Through 1877 Credits: 3.00 Goal Area(s): 05, 07 This course focuses on the major cultural, social, and political issues in United States history from the revolutionary period through Reconstruction. We look at the ideas that led to the revolution, how the thirteen colonies assembled themselves into a republic, the consequences of slave culture to the course of American history, and the promises and failures of Reconstruction. The student will come to understand the multiple and inter-related forces relevant to the early years of the republic.

HIST 1210 History of the United States Since 1877 Credits: 3.00 Goal Area(s): 05, 07 This course focuses on the major social and cultural issues in United States history from the late nineteenth century Gilded Age through the end of the twentieth century. We look at the influence of the industrial revolution, the impact of increasing levels of European and Asian immigration, the rise of organized labor, the Great Depression, the Cold

War, the impact of United States foreign policy, and countercultural movements. The student will gain insight into the aspects that are most crucial for a solid understanding of the nation's history.

HIST 1240 History of the American West Credits: 3.00 Goal Area(s): 05, 07 This course investigates the cultural, ethnic, economic, and political history of the American West. We examine Native American cultures of the West, white settlement and the Transcontinental Railroad. We also look at the changing role of the West since WWII, particularly regarding the effects of nuclear testing and radioactive disposal sites in the desert. The course provides students with a perspective on the central role played by the American West both as a region and as an idea in the nation's history and in its understanding of itself.

HIST 1270 Race in America Credits: 3.00 Goal Area(s): 05, 07 This course investigates the role played by race in the shaping of United States history. We examine the concept of race and the historical relationships in America between those of African, Asian, European, and Native descents. We will examine Reconstruction, the Civil Rights Movement and current racial issues. The goal is to broaden student understanding of United States history by a focused study of its multi-faceted racial relationships throughout the centuries.

HIST 1990 Topics: Credits: Goal Area(s): na This course will provide flexibility in offering an in-depth review of topics of immediate importance and topical interest. These topics will go beyond the introductory courses in examining specific aspects of the subject matter.

HIST 2500 World Regional History Credits: 3.00 Goal Area(s): 05, 08 Each semester this course is devoted to the history of a specific world region, and the region will change from semester to semester. The goal is to provide the student with the opportunity for an in-depth study of specific societies and specific cultures from around the world. The course may be repeated for credit under a different subtitle as the subject matter changes.

HIST 2600 Intellectual History Credits: 3.00 Goal Area(s): 05, 09 This course will examine cultural, religious, artistic, and scientific ideas in their historical contexts, explore arguments regarding the manner in which particular ideas both reflect and create the values of their own time, and investigate the manner in which certain ideas are viewed retrospectively from various subsequent historical periods. The class will read a variety of intellectual and imaginative works that will illustrate the process by which ideas are transmitted historically, and specific ideas considered will include but will not be limited to fundamentalism, nationalism, romanticism, and totalitarianism.

HIST 2700 History and Popular Culture Credits: 3.00 Goal Area(s): 05, 09 This course examines the relationship between history and popular culture, with an emphasis on the value of popular culture entertainment as a historical source for both the past and the present. We will examine several examples of popular culture entertainment (including but not limited to film, novels, comics, etc) that are set in a historical period. Students are expected to gain a working knowledge of the historical periods depicted in selected popular culture sources, as well as the historical periods in which the sources were produced. Students will also examine questions of ethical representation of the past in popular culture. Through this course, students will begin to develop the skills necessary to analyze various types of sources as historical evidence.

It is recommended that students complete a 1000-level history course and a semester of college English before taking this course.

HIST 2900 Applied History Credits: 3.00 Goal Area(s): na This course is a writing-intensive research methods course that incorporates a service-learning component. Students will learn how to use and interpret various historical sources, such as archival material, oral history, photographs and video. Students will also learn how to use and interpret secondary source materials. The goal of the course is for the students to produce a publishable-quality research paper on a topic related to local history, with an emphasis on the relationship between local history and larger historical developments at the state, national, and/or global level. Prerequisite: Any 1000 level history class; English 1201-1202 Sequence

HLTH 1030 Personal and Community Health Credits: 3.00 Goal Area(s): na Come and learn how to make healthy choices! This class addresses itself to the needs and issues of the individual as related to current health matters in today's society. Our lifestyle and modern society both contribute and detract from the holistic health concept. This class will assist the student in developing a plan for achieving and maintain his/her personal health.

HLTH 1050 Stress Management Credits: 3.00 Goal Area(s): na Stress is one of the most commonly referred to, but least understood, of all health problems. This class is designed to examine the differences between stress and personal challenges with an emphasis on the importance of the role of perception in distinguishing between the two. This course will also examine the many common sources of stress for most people and practice strategies for managing these stressors. The students will also discover how to control their stress instead of letting their stress control them.

HLTH 1060 Drugs and Health Credits: 3.00 Goal Area(s): na This course examines how drugs will relate with and affect holistic health, with a focus on the physiological, sociological and psychological effects these drugs may have on an individual and their relationships. The emphasis of this course is on the basic tools and information needed to understand and interact with individuals who may have problems with chemicals. It is designed to provide current information regarding the various drugs in society today.

HLTH 1070 Nutrition Credits: 3.00 Goal Area(s): na This course is focused on the needs of the curious student interested in developing a scope of knowledge and understanding of the truths about nutrition and its application to better health and wellness for themselves and their family. This course will help prepare students for career paths in nursing and other similar fields of study.

HLTH 1080 Consumer Health Credits: 3.00 Goal Area(s): na This course examines current consumer health issues in society. Class content will include the examination of health care products, the food and drug industry, and our ability to create a safe living environment. This course will also include plans of action that we, as a society, can take to become better health consumers.

HLTH 1100 Responding to Emergencies: First Aid Credits: 3.00 Goal Area(s): na This course is designed to provide students with basic First Aid. Students will learn basic knowledge of body functions, skills, and techniques to correctly and appropriately manage emergency care. At the close of the semester, a successful student will receive the current certification for community CPR, AED, and First Aid.

HLTH 1250 Wellness for Life Credits: 3.00 Goal Area(s): na This course is designed to investigate the implications of exercise, diet, nutrition, stress, and physical activity in the total health of the individual. The course involves lectures and/or podcasts, discussion, and lab assessments of the student's present health status. PE 1250 and Health 1250 are the same: credit may not be earned for both. (2 hrs lecture, 2 hrs lab)

HLTH 1600 First Responder Credits: 3.00 Goal Area(s): na The course provides training in emergency medical care for persons who are apt to be responding to accidents. The course emphasizes development of skills in patient assessment and emergency medical procedures.

HLTH 1900 Healthy Sexuality Credits: 3.00 Goal Area(s): na Healthy Sexuality will examine how the dimensions of wellness--physical, intellectual, emotional, social, spiritual, environmental and occupational-- influence our sexual health. It is also the intention of this class to show how healthy expressions of sexuality can improve one's overall wellness.

HLTH 1990 Topic: Credits: Goal Area(s): na This course will provide flexibility in offering an in-depth review of topics of immediate importance and topical interest. These topics will go beyond the introductory courses in examining specific aspects of the subject matter.

HSEM 1000 Honors Seminar Credits: 1.00 Goal Area(s): na The Honors Seminar is an in-depth exploration of a specific topic using various avenues or techniques of inquiry. The topics will cover a wide variety of issues based on faculty expertise and interest. Prerequisite: Students must be in the Honors Program and/or PTK or have permission and a minimum GPA of 3.5.

HSEM 1990 Honors Topic: Credits: Goal Area(s): na This course will provide flexibility in offering an in-depth review of topics of immediate importance and topical interest. These topics will go beyond the introductory courses in examining specific aspects of the subject matter.

A student must be admitted to the Honors Program or PTK with a 3.5 GPA or better or with permission.

HTN 1000 Clinical Laboratory Basics Credits: 1.00 Goal Area(s): na This course will introduce the student to the general role of health care provider as well as the specific role of the Histo technician. Basic aspects of chemical safety, laboratory safety, quality assurance, microscopy, pipetting techniques, and laboratory mathematics also will be presented. Prerequisite: Admission to the Histotechnology Program

HTN 1001 Histotechniques I Credits: 4.00 Goal Area(s): na This course will introduce current theory and practice in histotechnology including specimen processing and preservation, tissue embedding, histology instrumentation, microtomy, and the theory of routine H&E staining. Prerequisite: Biol 1001

HTN 1002 Histotechniques II Credits: 2.00 Goal Area(s): na This course is a continuation of Histotechnique I with emphasis on reinforcement of fundamental principles of histology. Procedures and maintenance of basic histology instruments will be introduced. Students will be expected to achieve entry-level competencies in basic lab techniques and additional techniques will be practiced. Prerequisites: HTN 1001

HTN 2003 Histotechniques III Credits: 3.00 Goal Area(s): na This course is a continuation of Histotechnique II with emphasis on additional reagents used for techniques previously covered, maintenance of instrumentation, slide preparation, and processing of biopsy specimens. Prerequisites: HTN 1002

HTN 2100 Special Stains Credits: 4.00 Goal Area(s): na Preparation of chemical reagents for the histology lab will be discussed and performed. The theory, practice, and microscopic evaluation of staining procedures for various applications will be covered. Prerequisites: Concurrent with HTN 2003

HTN 2150 Special Procedures Credits: 2.00 Goal Area(s): na Lectures and labs will build on skills learned and practiced in Histotechnology I and II. Reprocessing specimens for better results will be practiced with the use of simulated labs to emphasize organization and teamwork. Specialized procedures will be introduced including cryotomy, immuno-histochemistry, and cytology preparation. Prerequisites: Concurrent with HTN 2003

HTN 2200 Histo-Anatomy Credits: 1.00 Goal Area(s): na This course focuses on the description of microstructures of human organs and on cellular components of specific organs. Microscopic identification of these cellular components will be practiced. Prerequisites: Biol 2111 and Biol 2112

HTN 2300 Histology Clinical Experience Credits: 12.00 Goal Area(s): na This course gives students clinical experience necessary to develop entry-level technical skills in all aspects of the histology laboratory under the supervision of certified histotechnicians, histotechnologists, and pathologists. Emphasis will also be placed on acquiring effective team skills and preparation for the practical component of the certification exam.

Prerequisites: Successful completion of all program-required general education and histotechnology courses

INTD 1030 Introduction to Japanese Culture Credits: 3.00 Goal Area(s): 06, 10 This course is an introduction to and interdisciplinary exploration of Japanese culture. Through the study of Japanese humanities and fine arts, people and the environment, students will identify what makes Japanese Culture so unique and how the Japanese Mind/Spirit (nihon no kokoro) and their connection to the environment and other non-human species has shaped Japanese society from days of old to the present.

INTD 1040 American Indian Culture - Indigenous Peoples of Minnesota Credits: 3.00 Goal Area(s): 07, 10 This American Indian cultural course will provide students with an overview, past and present, of the cultures of Indigenous Peoples of Minnesota, including music, dance, art, the oral story telling tradition and the American Indian connection with the environment and other non-human species. Students will also analyze how these vibrant cultures have survived oppression and genocide, and continue to thrive.

Through exploring this living culture, students will gain understanding of Indigenous People's strong connection with, and stewardship of, the environment, learn about an important aspect of human and global diversity, and our interconnectedness with each other and our environment.

INTD 1211 The History, Philosophy, and Practice of Traditional Aikido I Credits: 3.00 Goal Area(s): 08, 09 Join in an interdisciplinary exploration of the Japanese martial art Aikido through mental and physical practice. Realize how Aikido's unique history, philosophy, and technique can be integrated into everyday living to strengthen mind and body, appreciate nature, respect others, build positive relations, and contribute to society.

Definition: Aikido is a traditional Japanese martial art. Its system includes hand-to-hand, sword, and staff techniques. Aikido principles are based on harmonizing mind and body with a partner's attack. People of all ages, sizes, and abilities can practice it. There are no tournaments or competitions. Its purpose is to build health, respect and responsibility through mental and physical discipline.

Note: Aikido is a hands-on martial art and will be instructed and conducted authentically; therefore, bowing, physical contact, and training with the opposite gender are absolute requirements of this course. Additionally, this course is an elective course in Interdisciplinary Studies fulfilling the MnTC Goal Areas 8 & 9. It will not count toward any HEALTH OR PE requirements.

INTD 1212 The History, Philosophy and Practice of Traditional Aikido II Credits: 3.00 Goal Area(s): 08, 09 This course is a continuation of the interdisciplinary exploration of the Japanese martial art Aikido through mental and physical practice. It will include further study of Aikido's unique history, philosophy, and the next level of techniques, integrating what is learned into everyday living to strengthen mind and body, appreciate nature, respect others, build positive relations, and contribute to society.

Definition: Aikido is a traditional Japanese martial art. Its system includes hand-to-hand, sword, and staff techniques. Aikido principles are based on harmonizing mind and body with a partner's attack. People of all ages, sizes, and abilities can practice it. There are no tournaments or competitions. Its purpose is to build health, respect and responsibility through mental and physical discipline.

Note: Aikido is a hands-on martial art and will be instructed and conducted authentically; therefore, bowing, physical contact, and training with the opposite gender are absolute requirements of this course. Additionally, this course is an elective course in Interdisciplinary Studies fulfilling the MnTC Goal Areas 8 & 9. It will not count toward any HEALTH OR PE requirements.

MATH 0700 Basic Mathematics Credits: 1.00 Goal Area(s): na This course focuses on developing number sense and by-hand operation skills on whole numbers: addition, subtraction, multiplication, and division. Other topics include place-value and order, rounding and estimation, fraction number sense, order of operations, and straightforward one-step application problems. Optional topics may include geometry, simplifying fractions, the four operations with fractions, and number sense regarding decimals. Credit does not apply to a degree. This course is graded on a pass/no credit basis.

Students needing work with the four operations on whole numbers should take this course before taking Math 0800.

MATH 0800 Pre-Algebra Credits: 3.00 Goal Area(s): na The focus of this course is preparing students for the algebra sequence. Students needing work with whole numbers should take Math 0700. Topics covered include: identifying algebraic components, combining like terms, using the distributive property, performing operations with integers, fractions, and decimals; and solving problems involving ratios, proportions, and percents. Credit does not apply to a degree. Prerequisite: Placement test or successful completion of Math 0700

MATH 0901 Introduction to Algebra Credits: 4.00 Goal Area(s): na This is the first course in a two-course developmental algebra sequence and assumes no background in algebra on the part of the student. The course emphasizes acquisition of by-hand skill. The primary topics of the course are: linear equations and inequalities, polynomial algebra, polynomial factoring, and rational expression algebra. Additional topics include applications, absolute value, integer exponents, and more equation solving. Credit does not apply to a degree. Prerequisite: Math 0800 with a "C" or better or Placement Test

MATH 0902 Intermediate Algebra Credits: 4.00 Goal Area(s): na This is the second course in a two-course developmental algebra sequence. The course emphasizes acquisition of by-hand skill. The primary topics of the course are: introduction to functions, linear functions, radicals and rational exponents, quadratic equations and inequalities, and systems of equations, particularly linear equations.

Additional topics may include exponential and logarithmic functions and their graphs. Credit does not apply to a degree. Prerequisite: Math 0901 with a "C" or better or Placement Test

MATH 0980 Pre College Algebra Credits: 5.00 Goal Area(s): na A very accelerated combination of Math 901 and Math 902 in one semester. This course is designed for students who have successfully completed algebra courses in the past. Topics covered include linear equations and inequalities, integer and rational exponents, polynomial algebra, polynomial factoring, rational expression algebra, introduction to functions, quadratic equations and inequalities and systems of linear equations. Additional topics may include exponential and logarithmic functions and their graphs. This course emphasizes the acquisition of by-hand skill. Credit does not apply to a degree. Prerequisite: Placement Test

MATH 0990 Statway Statistics I Credits: 5.00 Goal Area(s): na This is the first course in a two-course sequence. Students in this course are required to take the following course, Math 1090 in the following semester. Topics for both courses include concepts and methods of statistics with an emphasis on data analysis. Topics include methods for collecting data, graphical and numerical descriptive statistics, correlation, simple linear regression, basic concepts of probability, confidence intervals and hypothesis tests for means and proportions, and chi-square tests.

MATH 1010 Survey of Mathematics Credits: 3.00 Goal Area(s): 04 Designed for the liberal arts student, this course explores the diversity of math and is focused on developing quantitative skill and reasoning ability. Topics are chosen by the instructor and may include but are not limited to: logic, problem solving, and data analysis, mathematics of social choice, geometry, financial mathematics, infinity, topology, and probability. Prerequisites: College math placement level or successful completion of Math 0902 or 0903 or 0980 with grade of "C" or better

MATH 1031 Math for Elementary Education I Credits: 3.00 Goal Area(s): na This is the first of a two-course sequence designed for prospective elementary education majors. Problem solving strategies and mathematical reasoning will be stressed. Topics include number systems with a progression from the whole numbers to the real numbers, focusing on their models, properties, and algorithms. Additional topics include sets, elementary number theory, logic and applications. Prerequisites: College math placement level or successful completion of Math 0902 or 0903 or 0980 with grade of "C" or better.

MATH 1032 Math for Elementary Education II Credits: 3.00 Goal Area(s): na Second of a two-course sequence designed for prospective elementary education majors. Problem solving strategies and mathematical reasoning will be stressed. Topics include probability, statistics, measurement, and geometry and spatial relationships. Prerequisites: College math placement level or successful completion of Math 0902 or 0903 or 0980 with grade of "C" or better.

MATH 1090 Statway Statistics II Credits: 4.00 Goal Area(s): 02, 04 This is the second course in a two-course sequence. Students in this course are required to have taken the preceding course, Math 0990 in the previous semester. Topics for both courses include concepts and methods of statistics with an emphasis on data analysis. Topics include methods for collecting data, graphical and numerical descriptive statistics, correlation, simple linear regression, basic concepts of probability, confidence intervals and hypothesis tests for means and proportions, and chi-square tests.

MATH 1130 Elementary Statistics Credits: 3.00 Goal Area(s): 04 This is an introductory course in descriptive statistics, probability, random variables, and inferential statistics. Topics include exploratory data analysis, measures of central tendency, measures of dispersion, linear regression, basic probability,

binomial and normal distributions, the central limit theorem, confidence intervals and hypothesis tests. Additional topics may include inferential procedures for two populations, analysis of variance and chi-squared tests. Prerequisites: College math placement level or successful completion of Math 0902 or 0903 or 0980 with grade of "C" or better.

MATH 1140 Finite Mathematics Credits: 3.00 Goal Area(s): 04 This course is designed primarily for the non-science major. Several business and financial applications are covered. These applications may include systems of equations, linear programming (maximizing profit, minimizing cost), the interdependence of different sectors in an economy, and interest rates as they pertain to credit cards, short-term loans, and mortgages. Although some computer applications may be included, no prior experience is necessary. Additional topics may include: introductory statistics and probability, combinatorics (the number of ways of arranging objects), game theory, coding, and Markov chains (multi-step games/decisions). Prerequisites: College math placement level or successful completion of Math 0902 or 0903 or 0980 with grade of "C" or better

MATH 1150 College Algebra Credits: 3.00 Goal Area(s): 04 This college-level course continues the study of algebra conducted in the developmental algebra courses. Topics include polynomial, rational, inverse, exponential, and logarithmic functions and their applications. Additional topics include systems of non-linear equations, systems of linear equations, and matrices. Prerequisites: College math placement level or successful completion of Math 0902 or 0903 with grade of "C" or better

MATH 1170 Trigonometry Credits: 4.00 Goal Area(s): 04 This is a comprehensive course in trigonometry which also includes extended topics in algebra. Topics include trigonometric functions, inverse trigonometric functions, trigonometric identities and equations, applications of trigonometry, conic sections, and sequences and series. Additional topics may include mathematical induction, combinations and permutations, the binomial theorem and systems of nonlinear equations. Prerequisites: College math placement level or successful completion of Math 1150 with grade of "C" or better

MATH 1180 Pre-Calculus Credits: 5.00 Goal Area(s): 04 This course is a very accelerated combination of Math 1150 and 1170 in one semester. It is recommended for strong students or can be used also as a refresher course for students who have successfully completed those two courses in the past. Topics include polynomial, rational, exponential, logarithmic, trigonometric, and inverse trigonometric functions. Additional topics may include polar coordinates, vectors, parametric equations, conic sections, and sequences and series. Prerequisite: College math placement level or successful completion of Math 0902 or 0903 or 0980 with grade of "C" or better

MATH 1200 Calculus Survey Credits: 3.00 Goal Area(s): 04 This course in differential and integral calculus is designed for those students who require only one semester of calculus. The emphasis is on methods and applications of calculus rather than on theory, with the applications primarily from business. Students who wish to take more than one semester of calculus should enroll in Math 1221. Prerequisites: College math placement level or successful completion of Math 1150 with grade of "C" or better

MATH 1221 Calculus I Credits: 5.00 Goal Area(s): 04 This course is a thorough treatment of differentiation and an introduction to integration. Topics include the definition of derivative, limits and continuity, differentiation, applications of the derivative, definite and indefinite integrals, the Fundamental Theorem of Calculus, techniques of integration, and applications of integration.

Prerequisites: College math placement level or successful completion of Math 1170 or Math 1180 with grade of "C" or better

MATH 1222 Calculus II Credits: 5.00 Goal Area(s): 04 This course continues the study of the definite and indefinite integrals and leads to a study of improper integrals and infinite series. Topics include advanced techniques of anti-differentiation, numerical integration techniques and error bounding, applications of the integral, improper integrals, an introduction to differential equations, infinite series, parametric equations, and polar coordinates. Prerequisites: Successful completion of Math 1221 with grade of "C" or better

MATH 1990 Topic: Credits: Goal Area(s): na This course will provide flexibility in offering an in-depth review of topics of immediate importance and topical interest. These topics will go beyond the introductory courses in examining specific aspects of the subject matter.

MATH 2000 Discrete Mathematical Structures Credits: 4.00 Goal Area(s): na This course includes topics of the mathematical methods of computer science: logic, combinatorics, recursion, complexity analysis, graph theory, Boolean algebra, and mathematical induction. Prerequisite: Math 1221

MATH 2010 Probability and Statistics Credits: 3.00 Goal Area(s): 04 This is a calculus-based first course in the study of probability and statistics. Topics include descriptive statistics, general probability theory, random variables, sampling distributions, estimation, and hypothesis testing. Additional topics may include two-sample inference, linear regression, analysis of categorical data, analysis of variance, and quality and reliability. Prerequisite: Math 1222 with grade of "C" or better

MATH 2220 Calculus III Credits: 5.00 Goal Area(s): 04 Topics in this course include solid analytic geometry, vectors in space, scalar and vector products, vector functions and derivatives/integrals, multi-variable functions, partial derivatives, alternative coordinate systems, and double and triple integrals. The geometry of space curves, line and surface integrals, curl and gradient divergence, and Stokes' theorem are also included. Emphasis will be on learning relevant mathematical methods. Prerequisites: Successful completion of Math 1222 with a grade of "C" or better

MATH 2300 Linear Algebra Credits: 3.00 Goal Area(s): 04 This course includes vectors and vector spaces, matrices, matrix algebra, linear systems of equations, determinants, linear transformations, eigenvalues and eigenvectors. Prerequisites: Successful completion of Math 1222 with grade of "C" or better

MATH 2400 Differential Equations Credits: 3.00 Goal Area(s): 04 The content of this course covers first and second ordinary differential equations with applications, higher order linear equations, constant coefficients, differential operators, variation of parameters, power series methods and Laplace transforms. Prerequisites: Successful completion of Math 1222 with grade of "C" or better

MLT 1000 Clinical Laboratory Basics Credits: 1.00 Goal Area(s): na This course will introduce the student to the general role of health care provider as well as the specific role of the Medical Laboratory Technician. Basic aspects of medical terminology, laboratory safety, quality control, microscopy, pipetting techniques, laboratory mathematics, and venipuncture technique also will be presented. Prerequisite: Admission to MLT Program

MLT 1100 Clinical Urinalysis/Body Fluids Credits: 2.00 Goal Area(s): na This course will include lab skills such as pipetting, microscopy and centrifugation; review of the anatomy and physiology of the kidney, role of the kidney in disease; physical, chemical and microscopic properties of urine; and clinical correlation of lab results. Other body fluids and seminal fluid analysis will be reviewed in the lecture portion and laboratory portion. Prerequisite: Admission to the MLT program; BIOL 1001, MLT 1000, Biol 1120 previous or concurrent.

MLT 1200 Clinical Laboratory Instrumentation Credits: 1.00 Goal Area(s): na This course covers basic physical operating principles, care/maintenance and problem-solving skills of clinical laboratory instruments. Prerequisite: Admission to the MLT Program

MLT 1250 Clinical Immunology Credits: 2.00 Goal Area(s): na This course introduces students to the basic elements of the immune system and provides for application of the principles of immunology to immunologic techniques utilized in the clinical laboratory. Prerequisite: Admission to the MLT Program; MLT 1000 Clinical Laboratory Basics

MLT 1990 Topics: Credits: Goal Area(s): na This course will provide flexibility in offering an in-depth review of topics of immediate importance and topical interest. These topics will go beyond the introductory courses in examining specific aspects of the subject matter.

MLT 2050 Clinical Hematology Credits: 4.00 Goal Area(s): na The course will include development, normal and abnormal characteristics of the cellular elements of the blood; the basic techniques and instrumentation utilized in the hematology laboratory; the theory and techniques of coagulation studies; and the clinical correlation of all procedures. This course will include development, normal and abnormal characteristics of the cellular elements of blood; the basic techniques and instrumentation utilized in the hematology laboratory; the theory and techniques of coagulation studies; and the clinical correlation of all procedures. Prerequisite: Admission to the MLT Program MLT 1000, 1100, 1200, and 1250

MLT 2080 Clinical Microbiology Credits: 4.00 Goal Area(s): na This course covers the isolation, identification, and significance of clinically associate bacteria, mycobacteria, fungi, and parasites. Prerequisite: Admission to the MLT Program and Biol 1001

MLT 2100 Clinical Chemistry Credits: 4.00 Goal Area(s): na This course introduces the basic principles, procedures, and correlations of the clinical chemistry laboratory. The theory of basic laboratory instrumentation and procedures will be discussed and practiced. Prerequisite: Admission to the MLT Program; MLT 1000 and 1200 and Chem 1062.

MLT 2150 Clinical Immunohematology Credits: 3.00 Goal Area(s): na This course will include principles of immunohematology and transfusion service procedures, including blood typing, antibody screening, compatibility testing, antibody identification, problem resolution, hemolytic disease of the newborn, and transfusion therapy. (two hours lecture, three hours lab) Prerequisite: Admission to the MLT Program; MLT 1250 and MLT 2050.

MLT 2310 Applied Phlebotomy Credits: 1.00 Goal Area(s): na The course provides the student with experience in phlebotomy skills. Prerequisite: Admission to the MLT Program; Completion of MLT Didactic Courses

MLT 2320 Applied Hematology Credits: 2.00 Goal Area(s): na This course is designed to give the student clinical experience in the area of hematology and body fluids. Prerequisite: Admission to the MLT Program. Completion of MLT Didactic Courses

MLT 2330 Applied Coagulation Credits: 1.00 Goal Area(s): na This course is designed to give the student clinical experience in the area of coagulation. Prerequisite: Admission to the MLT Program; Completion of MLT Didactic courses

MLT 2340 Applied Urinalysis Credits: 1.00 Goal Area(s): na This course is designed to give the student clinical experience in the area of urinalysis. Prerequisite: Admission to the MLT Program; Completion of MLT Didactic Courses

MLT 2350 Applied Microbiology Credits: 2.00 Goal Area(s): na The course is designed to give the student clinical experience in the area of microbiology. Prerequisite: Admission to the MLT Program; Completion of MLT Didactic Courses

MLT 2360 Applied Immunohematology Credits: 2.00 Goal Area(s): na This course is the application of immunohematology policies and procedures in the clinical transfusion service setting. Students will perform pretransfusion compatibility testing in accordance with the American Association of Blood Bank Standards. Prerequisite: Admission to the MLT Program; Completion of MLT Didactic Courses

MLT 2380 Applied Chemistry Credits: 2.00 Goal Area(s): na The course provides the student with experience in the clinical chemistry laboratory as well as study in the theory and principles involved. Prerequisite: Completion of MLT Didactic Courses

MUSC 1130 College Choir Credits: 1.00 Goal Area(s): 06 This course includes the study and performance of choral repertoire. Through active learning students will participate in collaborative artistic study culminating in choral performance of works from a variety of cultures and historical periods. May be repeated for credit.

MUSC 1150 Chamber Singers Credits: 1.00 Goal Area(s): na This course is a select auditioned group of singers which will perform a wide spectrum of choral repertoire from Madrigals to Vocal Jazz. Auditions will be held early fall semester for the yearly commitment. May be repeated for credit.

MUSC 1160 Large Instrumental Ensemble Credits: 1.00 Goal Area(s): 06 This course is an instrumental performance ensemble that plays a variety of musical literature. Enrollment is open to all students who are able to minimally play their instrument at a High School level. The ensemble is open to all students who meet this criterion. Students should provide their own instrument. Percussionists should provide their own sticks/mallets. 1 - 2 performances each semester are scheduled as well as weekly rehearsals. Additional rehearsals may be required. May be repeated for credit.

NOTE: Student should be able to minimally play their instrument at a High School level

MUSC 1170 Instrumental Jazz Ensemble Credits: 1.00 Goal Area(s): 06 This course is an instrumental performance ensemble that plays a variety of jazz literature. Enrollment is open to all students who are able to read written musical notation for their instrument. Ensemble is open to all students. Students should provide their own instrument. 1 - 2 performances each semester are scheduled as well as weekly rehearsals. Additional rehearsals may be required. May be repeated for credit.

NOTE: Student should be able to minimally play instrument at a High School level

MUSC 1180 Small Group Performance Ensemble Credits: 1.00 Goal Area(s): 06 This course is a small ensemble performance opportunity. An ensemble work may be made up of strings, percussion, winds, guitars, voice, or any instrumental grouping that may be possible depending on need and interest. Depending on their primary instrument, a student will be placed in a section of this course that corresponds to their instrument. The ensemble will play a variety of composed and/or improvised literature.

Primarily for AFA music student, the course is open to all who have the ability to read musical notation and perform competently. However, permission for placement into the course is required.

Music faculty must be consulted for placement in the appropriate section. Weekly rehearsals and end-of-semester performance is required. Additional rehearsals may be required.

May be repeated for credit.

MUSC 1200 Fundamentals of Music Credits: 3.00 Goal Area(s): 06 This general course in music fundamentals includes basic theory, sight singing, piano keyboard, creative activity, and student demonstration. Through the understanding and application of the elements of music, students will be able to distinguish cultural styles and genres.

MUSC 1220 Survey of Western Music Credits: 3.00 Goal Area(s): 06, 08 This general cultural course is designed to develop an understanding and enjoyment of music. It includes a study of art music in western civilization. In addition some world music topic will be addressed. Emphasis upon class listening supplemented by historical background. Live concert attendance may be required.

MUSC 1241 Music Theory I Credits: 3.00 Goal Area(s): 06 This course is the first of a four semester series of courses that study the theoretical and structural basis of music. Among the major topics covered in Music Theory I and Music Theory II are: notation, intervals, rhythm, scale patterns, melodic forms, harmonic conventions, four-part chorale structure, formal structure (binary, ternary). While this course is open to all, to be successful in this course, entering students must have a solid knowledge of note names, scale patterns and note rhythms such as that learned in MUSC 1200 Fundamentals of Music. This course is required for AFA music majors.

MUSC 1242 Music Theory II Credits: 3.00 Goal Area(s): 06 A continuation of Music Theory I, this course is the second of a four-semester series of courses that study the theoretical and structural basis of music. Among the major topics covered in Music Theory I and Music Theory II are: notation, intervals, rhythm, scale patterns, melodic forms, harmonic conventions, four-part chorale structure, formal structure (binary, ternary). This course is required for AFA music majors.

MUSC 1251 Ear Training and Sight Singing I Credits: 2.00 Goal Area(s): na This course is the first of a four-semester series of courses that train students to read music immediately and accurately at sight and to recognize and play sound patterns, intervals, and rhythms. Students will learn to take musical dictation, sing melodies, rhythm patterns and intervals at sight, and play patterns, rhythms, and intervals on the keyboard without hesitation. While this course is open to all, to be successful in this course, entering students must have a solid knowledge of note names, scale patterns and note rhythms such as that learned in MUSC 1200 Fundamentals of Music. This course is required for AFA music majors.

MUSC 1252 Ear Training and Sight Singing II Credits: 2.00 Goal Area(s): na This course is the second of a four-semester series of courses that train students to read music immediately and accurately at sight and to recognize and play sound patterns, intervals, and rhythms. Students will learn to take musical dictation, sing melodies, rhythm patterns and intervals at sight, and play patterns, rhythms, and intervals on the keyboard without hesitation. This course is required for AFA music majors.

MUSC 1300 Music in World Cultures Credits: 3.00 Goal Area(s): 06, 08 This course teaches music primarily from non-Eurocentric cultures which may include but is not limited to Indian, Indonesian, Chinese, Japanese, Middle Eastern, African, Native American, and African American. Through their studies of the diversity of world music, students will develop a broader understanding and appreciation of other cultures.

MUSC 1350 History of Rock 'n Roll Credits: 3.00 Goal Area(s): 06 This course may include but is not limited to early American music, jazz, American musical theater, pop, rock, and rap. The history of popular music in Western Culture will be presented. Students will learn to identify the music styles contained under the broad umbrella of Rock 'n Roll. Students will also learn about the historical, social, cultural and political influences on popular music.

MUSC 1501 Class Guitar I Credits: 2.00 Goal Area(s): 06 This course is open to all students. It is designed for beginners or for guitar students wishing to fill in gaps in their knowledge from previous musical experience. It covers basic guitar techniques and musicianship skills used in a variety of different styles of music. Students will also study different types of written musical notation. It also introduces improvisation and song writing.

Student must provide their own guitar (preferably acoustic) in good playing condition.

MUSC 1502 Class Guitar II Credits: 2.00 Goal Area(s): 06 This course is for the advanced beginning guitar student who has completed MUSC 1501, Class Guitar I, guitar students wanting to fill in gaps in their knowledge from previous musical experience, or wanting to continue their guitar studies in a classroom environment. To be successful in this class, the student should have completed MUSC 1501 Guitar Class I or be at the appropriate skill level.

It covers guitar techniques and musicianship skills used in a variety of different styles of music. Students will also study different types of written musical notation, as well as improvisation and song writing.

Student must provide their own guitar (preferably acoustic) in good playing condition.

MUSC 1510 Applied Music: Guitar Credits: 1.00 Goal Area(s): 06 This course is open to all students and consists of private guitar instruction lessons of 1/2 hour per week (during fall and spring semesters). Students, beginners through advanced, can, in consultation instructor, pick areas of focus depending on their tastes and needs. These may include: guitar technique (i.e. chords, scales finger-picking) theory, reading, ear-training, analysis, improvisation, repertoire development and interpretation. This course may be repeated for credit. Special Music Fees apply.

Student must provide their own guitar (preferably acoustic) in good playing condition.

MUSC 1600 Class Voice Credits: 2.00 Goal Area(s): 06 This course is devoted to basic vocal techniques and skills. Students will learn different styles of song from various cultures and historical periods and will learn to evaluate the fundamentals of the creative process as expressed through vocal performance.

This course is open to non-music majors.

MUSC 1610 Applied Music: Voice Credits: 1.00 Goal Area(s): 06 This course is private voice instruction with lessons of one-half hour per week. Students will expand upon basic vocal technique and skills and will extend their technical ability and style interpretation skill through vocal repertoire from various cultures and historical periods. Students will extend their ability to interpret and create artistic expression through song. This course may be repeated for credit. Special "Music Fees" apply.

MUSC 1600 Class Voice strongly recommended before taking this course."

MUSC 1801 Class Piano I Credits: 2.00 Goal Area(s): 06 This course offers basic piano instruction and technique for the student with no previous training in piano. Students will learn basic piano techniques and skills and be introduced to different playing styles. Students will be introduced to music and history of different cultures as related to the piano.

MUSC 1802 Class Piano II Credits: 2.00 Goal Area(s): 06 The purpose of the course is to build upon skills and musicianship begun in Class Piano I, allowing the student to continue gaining a better understanding of playing the piano and a greater appreciation of music in general. Both technique and musicianship will be addressed. Scales and/or exercises and music theory will be part of every class lesson. To be successful in this class, the student should have completed MUSC 1801 Class Piano I or be at the equivalent skill level.

MUSC 1810 Applied Music: Piano Credits: 1.00 Goal Area(s): 06 This course is private piano instruction with lessons of 1/2 hour per week (during fall and spring semesters). Students will expand upon basic piano technique and skills and will extend their technical ability and style interpretation skill through piano repertoire from various cultures and historical periods. Students will extend their ability to interpret and create artistic expression through piano literature and performance. This course may be repeated for credit. Special "Music Fees" apply.

MUSC 1830 Applied Music: Strings Credits: 1.00 Goal Area(s): 06 This course is private instruction on a stringed instrument (violin, viola, cello, bass) lessons of 1/2 hour per week (during fall and spring semesters). Students will expand upon basic technique and skills, extending their technical ability and style interpretation through repertoire from various cultures and historical periods. Students will extend their ability to interpret their musical performance and create artistic expression through solo repertoire performed on the instrument. Student must provide their own instrument. This course may be repeated for credit. Special "Music Fees" apply.

MUSC 1850 Applied Music: Percussion Credits: 1.00 Goal Area(s): 06 This course is private instruction on percussion instruments (e.g., drums, xylophone, marimba, or tympani) lessons of 1/2 hour per week (during fall and spring semesters). Students will expand upon their technique and skills, extending their technical ability and style interpretation through repertoire from various cultures and historical periods. Students will extend their ability to interpret their musical performance and create

artistic expression through solo repertoire performed on the instrument. Student must provide their own instrument. This course may be repeated for credit. Special "Music Fees" apply.

MUSC 1860 Applied Music: Brass Credits: 1.00 Goal Area(s): 06 This course is private instruction on a brass instrument (e.g., trumpet, trombone, French horn, baritone, tuba) lessons of 1/2 hour per week (during fall and spring semesters. Students will expand upon their technique and skills, extending their technical ability and style interpretation through repertoire from various cultures and historical periods. Students will extend their ability to interpret their musical performance and create artistic expression through solo repertoire performed on the instrument. Student must provide their own instrument. This course may be repeated for credit. Special "Music Fees" apply.

MUSC 1870 Applied Music: Woodwinds Credits: 1.00 Goal Area(s): 06 This course is private instruction on a woodwind instrument (saxophone, flute, clarinet, oboe or bassoon) lessons of 1/2 hour per week (during fall and spring semesters. Students will expand upon their technique and skills, extending their technical ability and style interpretation through repertoire from various cultures and historical periods. Students will extend their ability to interpret their musical performance and create artistic expression through solo repertoire performed on the instrument. Student must provide their own instrument. This course may be repeated for credit. Special "Music Fees" apply.

MUSC 1990 Topics: Credits: Goal Area(s): na This course will provide flexibility in offering an in-depth review of topics of immediate importance and topical interest. These topics will go beyond the introductory courses in examining specific aspects of the subject matter.

MUSC 2010 Advanced Applied Music Lessons Credits: 2.00 Goal Area(s): 06 This course is private instruction for advanced students on their instrument (voice, piano, guitar, brass, woodwinds, strings, percussion) with lessons of one hour per week. Students will extend their ability to interpret their musical performance and create artistic expression through solo repertoire performed on their instrument. Students' advanced technical expertise will be incorporated into artistic expression and interpretation of repertoire that challenges their technique and demands artistic finesse and critical analysis. Student must provide their own instrument. This course may be repeated for credit. Special "Music Fees" apply.

Admission to this course is by permission only. PLEASE CONTACT THE INSTRUCTOR FOR PERMISSION TO REGISTER.

MUSC 2170 History of Music I: Medieval Through Classical Eras Credits: 3.00 Goal Area(s): 06, 08 This course is a historical survey primarily of music rooted in the European tradition. The timeframe of study will focus on eras referred to as the Medieval, Renaissance and Baroque periods with some references to the roots of western music in ancient cultures. Music will be studied from the viewpoints of musical styles, genres, performance practices, as well as cultural and historical contexts of those eras.

MUSC 2180 History of Music II: Romantic Era to the 21st Century Credits: 3.00 Goal Area(s): 06, 08 This course is a historical survey primarily of music rooted in the European traditions. The timeframe of study will focus on eras referred to as the Romantic and late Romantic periods through the 20th century. Music will be studied from the viewpoints of musical styles, genres, performance practices, as well as cultural and historical contexts of those eras.

MUSC 2241 Music Theory III Credits: 3.00 Goal Area(s): 06 A continuation of Music Theory I & II, this course is the third of a four-semester series of courses that study the theoretical and structural basis of music. Among the major topics covered in Music Theory III and Music Theory IV are: Sixth, ninth, eleventh, thirteenth chords and their variants; counterpoint (two-voice), formal structures (fugue, sonata allegro, rondo, variation); pre-20th century tonality and 20th century atonality; music composition not based in tonal sound. This course is required for AFA music majors.

MUSC 2242 Music Theory IV Credits: 3.00 Goal Area(s): 06 A continuation of Music Theory III, this course is the final in four-semester series of courses that study the theoretical and structural basis of music. Among the major topics covered in Music Theory III and Music Theory IV are: Sixth, ninth, eleventh, thirteenth chords and their variants; counterpoint (two-voice), formal structures (fugue, sonata allegro, rondo, variation); pre-20th century tonality and 20th century atonality; music composition not based in tonal sound. This course is required for AFA music majors.

MUSC 2251 Ear Training and Sight Singing III Credits: 2.00 Goal Area(s): na This course is the third of a four-semester series of courses that train students to read music immediately and accurately at sight and to recognize and play sound patterns, intervals, and rhythms. Students will learn to take musical dictation, sing melodies, rhythm patterns and intervals at sight, and play patterns, rhythms, and intervals on the keyboard without hesitation. This course is required for AFA music majors.

MUSC 2252 Ear Training and Sight Singing IV Credits: 2.00 Goal Area(s): na This course is the final of a four-semester series of courses that train students to read music immediately and accurately at sight and to recognize and play sound patterns, intervals, and rhythms. Students will learn to take musical dictation, sing melodies, rhythm patterns and intervals at sight, and play patterns, rhythms, and intervals on the keyboard without hesitation. This course is required for AFA music majors.

MUSC 2970 Music Appreciation Field Trip Credits: 1.00 Goal Area(s): 06 This course consists of a series of concert or music experiences in the Twin Cities area or another cultural center, e.g. New York, Washington, D.C., to experience a variety of musical performances, lectures, demonstrations, and facilities. Students will study and experience the components that go into live music performances. In addition to live performances, students may tour architecture, museums and galleries to better analyze and understand the background against which the musical performances take place. Special fees may be applied. This course may be repeated for credit.

Students will need to provide their own transportation to area concerts, museums or other venues.

NSCI 1000 Conceptual Physics Credits: 4.00 Goal Area(s): 03 This course is a combined lecture and laboratory course designed for people who want to learn about the fundamental laws and principles that form the basis of the working of the physical universe. This course helps the student understand and appreciate how and why a wide range of common and everyday physical phenomena occur. Topics include: laws of motion, work, energy, momentum, fluids, heat, vibration, wave motion, electricity, magnetism, and light. Some algebra is used in the presentation, so a mathematical preparation equivalent to Math 0902 is recommended. (3 hours lecture, 2 hours lab)

NSCI 1010 Science of Disaster Workshop I Credits: 1.00 Goal Area(s): 03 These courses examine the scientific mechanisms and basis of hazards that are of local, regional, national and global concern for public health, safety and environmental impact. Scientific background of distributions, risks, and case histories for each major hazard will be presented. Topics are divided as follows: 1010 Disasters related to the Lithosphere (rigid portion of earth's surface); 1020 Disasters related to the Hydrosphere (water)

and Atmosphere (air); 1030 Disasters related to the Biosphere (realm where life exists), including those societally-induced. This course includes a lab-like experience. Take-home final exam and/or paper/projects required.

NSCI 1020 Science of Disaster Workshop II Credits: 1.00 Goal Area(s): 03 These courses examine the scientific mechanisms and basis of hazards that are of local, regional, national and global concern for public health, safety and environmental impact. Scientific background of distributions, risks, and case histories for each major hazard will be presented. Topics are divided as follows: 1010 Disasters related to the Lithosphere (rigid portion of earth's surface); 1020 Disasters related to the Hydrosphere (water) and Atmosphere (air); 1030 Disasters related to the Biosphere (realm where life exists), including those societally-induced. This course includes a lab-like experience. Take-home final exam and/or paper/projects required.

NSCI 1030 Science of Disaster Workshop III Credits: 1.00 Goal Area(s): 03 These courses examine the scientific mechanisms and basis of hazards that are of local, regional, national and global concern for public health, safety and environmental impact. Scientific background of distributions, risks, and case histories for each major hazard will be presented. Topics are divided as follows: 1010 Disasters related to the Lithosphere (rigid portion of earth's surface); 1020 Disasters related to the Hydrosphere (water) and Atmosphere (air); 1030 Disasters related to the Biosphere (realm where life exists), including those societally-induced. This course includes a lab-like experience. Take-home final exam and/or paper/projects required.

NSCI 1050 Astronomy Credits: 4.00 Goal Area(s): 03 This course takes a "big picture" look at the universe as a whole. Topics include history of astronomy, origin and features of the planets and the Solar System, the lives and deaths of stars, cosmology and the fate of the universe. It also covers recent discoveries and current topics in astronomy. The laboratory component provides a variety of methods to more fully investigate the process of astronomy. The course meets requirements as a natural sciences lab course under Goal Area 3 of the Minnesota Transfer Curriculum. (3 hours lecture/week, 2 hours lab/week)

NSCI 1060 The Solar System Credits: 3.00 Goal Area(s): 03 This course provides an introduction to astronomy with emphasis on our Solar System. Topics include the origin, structure, and history of the Solar System; the properties of light; the function and use of telescopes, understanding the processes that have shaped the planets, their moons and ring systems; comets, asteroids and other space debris. Recent discoveries and current topics from the exploration of the Solar System are also discussed. This course includes a lab-like experience. (3 hours lecture; satisfies MnTC Goal Area 3)

NSCI 1061 Solar System Lab Credits: 1.00 Goal Area(s): 03 An optional course laboratory course designed to complement The Solar System lecture class. It will involve investigation of the process of astronomy through the analysis of astronomical data. Computer simulation software, internet exercises, videos and observational sessions may be used within the course. (2 hrs/week) Prerequisite: Prior or concurrent enrollment in Phys/NSci 1060 AND Math 0902 or equivalent. If taking this course concurrently with PHYS 1060, you must obtain instructor permission and complete appropriate paperwork for pre-requisite override.

NSCI 1070 Concepts of the Stars and Universe Credits: 3.00 Goal Area(s): 03 This course provides an introduction to astronomy with an emphasis on stars and galaxies. Topics include understanding the Sun as a star; revealing the messages hidden in starlight; stellar birth, maturation, and death; black holes,

white dwarfs, pulsars, quasars, and supernova explosions; the Milky Way and other galaxies; the origin and the fate of the universe. Current topics and discoveries from stellar astronomy and cosmology are also discussed. This course includes a lab-like experience. (3 hours lecture; meets MnTC Goal Area 3 requirements)

NSCI 1071 Stars and the Universe Lab Credits: 1.00 Goal Area(s): 03 An optional course laboratory course designed to complement the Concepts of Stars and the Universe lecture class, It will involve investigation of the process of astronomy through the analysis of astronomical data. Computer simulation software, Internet exercises, videotapes and observational sessions may be used within the course. (2 hrs/week) Prerequisite: Prior or concurrent enrollment in Phys/NSci 1070 AND Math 0902 or equivalent. If taking this course concurrently with PHYS 1070, you must obtain instructor permission and complete appropriate paperwork for pre-requisite override.

NSCI 1110 Minnesota's Natural History Credits: 4.00 Goal Area(s): 03, 10 This course is a team-taught, field-based introduction to the flora, fauna, ecology, and geologic development of Minnesota. A series of in-class sessions will prepare students for recognition and identification of plants, animals, habitats, and geologic features and for the integration of these biotic and abiotic components of ecosystems. This course will include an examination of natural resource issues and policies in the context of Minnesota's politics and economy. Two weekend field trips are mandatory. These field trips will begin on Friday afternoon and end on Sunday afternoon or early evening. This course fulfills lab requirement for Goal Area 3. (3 hours lecture, 3 hours lab)

NSCI 1120 Meteorology Credits: 4.00 Goal Area(s): 03 This course is designed for people who desire to learn about the weather. This course helps the student learn to observe and interpret the sky, to read weather maps, and to understand the sequence of meteorological phenomena. The topics to be covered include: air temperature, humidity, condensation, clouds, air pressure, wind, atmospheric circulation, weather forecasting, computer modeling, thunderstorms, tornadoes and hurricanes. (3 hours lecture, 2 hours lab)

NSCI 1990 Topics: Credits: Goal Area(s): na This course will provide flexibility in offering an in-depth review of topics of immediate importance and topical interest. These topics will go beyond the introductory courses in examining specific aspects of the subject matter.

NURS 1000 Dosages and Calculations Credits: 1.00 Goal Area(s): na Students learn to interpret and read medication orders and equipment related to drugs. They will learn proper calculation of oral and parental dosages for adults. In addition to the above, concepts of nursing process and logical thinking are employed throughout the course. Particular attention is paid to safety situations that in actual practice have resulted in medication errors. These include misreading of labels, relying on calculators to perform arithmetic, and miscalculation of dosage.

NURS 1211 Foundations in Nursing Credits: 5.00 Goal Area(s): na This course assists the students to build a foundation for the practice of nursing. Students are introduced to NHCC's concepts of nursing practice categorized as physiological, psychological, and professional. Students will begin to apply the concepts throughout the course. Further, constructs including professionalism, leadership, quality, safe, evidence-based patient-centered care, collaboration, critical thinking, and information technology are introduced. The nursing process is presented as a problem solving method for providing nursing care. Gordon's Functional Health Patterns are the framework for collecting patient data. Course activities are selected to allow application of the concepts and constructs. Selected experiences in the basic care of

patients are utilized in the clinical setting. Prerequisites: Admission to Nursing Program; Biol 1001, Biol 2111 and Spch 1110 or concurrent enrollment

NURS 1212 Provider of Care I Credits: 5.00 Goal Area(s): na This course builds upon Nurs 1211 and is designed to introduce the pathophysiology and nursing care of selected diseases. Students utilize the nursing process and NHCC's concepts of nursing practice (professionalism; leadership; quality, safe, evidence-based patient-centered care; collaboration; critical thinking and information technology) in the holistic care of patients in selected medical-surgical settings. Gordon's Functional Health Patterns are the organizing framework for the course. Emphasis is on identifying and prioritizing patient care needs. (2.5 hours lecture, 2.5 hours lab) Prerequisites: Nursing 1211 and Nurs 1213; Biol 2112 and Psyc 1150

NURS 1213 Health Assessment in Nursing Credits: 3.00 Goal Area(s): na This course introduces a systematic holistic approach to performance of a comprehensive health history and physical assessment. Students develop and refine assessment skills while gathering and organizing patient data. Based on these assessments, the student then identifies normal and abnormal patterns and functions throughout the lifespan. Emphasis is placed on health and wellness promotion, patient education, and professional communication with consideration of the developmental, socio-cultural, environmental and familial influences on health. (2 hours web-based instruction, 3 hours classroom lab) Prerequisites: Admission to the Nursing Program and concurrent enrollment with 1211

NURS 1214 Principles of Pharmacology in Nursing Practice Credits: 3.00 Goal Area(s): na Principles of Pharmacology in Nursing Practice, is the clinical study of drugs used in the treatment, prevention, and the diagnosis of disease in human beings. The course introduces the student to the role of nursing in drug management across the lifespan and across the spectrum of health and illness. This course relates drug classes and drug prototypes, to drug actions, therapeutic use, adverse effects, nursing implications, and patient teaching. Emphasis is placed on individual responsibility and patient safety. (Online course) Prerequisites: If admitted to the NHCC Nursing Program; Biol 2111. All Others; Biol 2111 & 2112

NURS 1220 Nursing Transition Credits: 4.00 Goal Area(s): na This course prepares the licensed practical nurse for the second year of associate degree nursing at NHCC. Students are introduced to, and then utilize, NHCC's concepts of nursing practice (professionalism; leadership; quality, safe, evidence-based patient-centered care; collaboration; critical thinking and information technology). Gordon's Functional Health Patterns is the organizing framework for the course. Emphasis is on nursing care as it relates to assessment, the principles of pharmacology, identifying and prioritizing patient care needs, and pathophysiology of selected diseases. Prerequisite: Admission to the Associate Degree Nursing Program: Mobility Option; Biol 1001, Biol 2111, Biol 2112, Biol 2100, Psyc 1150 and Spch 1110

NURS 1990 Topics: Credits: Goal Area(s): na This course will provide flexibility in offering an in-depth review of topics of immediate importance and topical interest. These topics will go beyond the introductory courses in examining specific aspects of the subject matter.

NURS 2211 Provider of Care II Credits: 8.00 Goal Area(s): na This course provides an opportunity for the application of NHCC's Nursing Concepts in the holistic care of individuals and families through the lifespan. Students utilize Gordon's Functional Health Patterns as a model for assessment. Course experiences enable students to integrate, coordinate, and apply the nursing process in a variety of settings involving situational crises and complex nursing situations. Beginning concepts and skills in leadership, management and community are introduced. The continued development of professional behaviors, communication skills, therapeutic nursing interventions, teaching-learning and collaboration

are inherent in course strategies and experiences. (5 hours lecture, 3 hours lab) Prerequisites: Nursing 1212 and 1214 or 1220; Biol 2100; Engl 1201 and Soc 1110 or concurrent enrollment

NURS 2212 Manager of Care and Member of the Discipline of Nursing Credits: 8.00 Goal Area(s): na

This course provides an opportunity for the integration and application of NHCC's Nursing Concepts in the holistic care of individuals and families through the lifespan. Students utilize Gordon's Functional Health Patterns as a model for assessment. Emphasis is placed on the analysis of the multiple variables necessary to develop evidenced-based nursing practice. Leadership/management theories and community need strategies are applied to professional nursing roles and practice. Clinical experiences provide students with opportunities to demonstrate mastery of the concepts and skills inherent in the beginning practice roles of an associate degree registered nurse. (5 hours lecture, 3 hours lab)

Prerequisite: Nursing 2211 and MnTC electives or concurrent enrollment

NURS 2300 Principles of Pharmacology in Nursing Practice Credits: 3.00 Goal Area(s): na

The content of this course is the clinical study of drugs used in the treatment, prevention, and the diagnosis of disease in human beings. The course introduces the student to the nursing role in drug management across the lifespan, and across the spectrum of health and illness. The focus is on drug classes and drug prototypes, their actions, therapeutic use, adverse effects, nursing implications, and client teaching. Emphasis is placed on individual responsibility and client safety.

NOTE: Completion of an introductory or fundamental nursing course is recommended. Prerequisite: Biol 2111

PE 1010 Physical Fitness Credits: 2.00 Goal Area(s): na This course introduces various methods for improving physical fitness. Physical fitness skills will be practiced and tested using Super Circuit.

PE 1010 is self-paced and for persons who are motivated and self-disciplined. The course does not have regular meeting times, but rather is an open lab, so one must schedule workouts independently, and stick to that schedule for success. The complete body workout involves Super-Circuit and Cardiovascular machines, followed by a brief stretching period to increase flexibility. The separate guideline outlines your entire workout in the Fitness Center, including guidelines for heart rate zones during each part of the workout, guidelines for amount of weight and number of repetitions during the Super Circuit, and when and how to stretch.

Note: MANDATORY 2 hour orientation is required

PE 1020 Adult Fitness Credits: 1.00 Goal Area(s): na Adult fitness exercises are designed to reclaim the variety of movement and the strength that helps to make living pleasurable. Full joint mobility is explored for its worth in contributing naturally to daily physical maintenance. Classes provide an opportunity to learn how to take full charge of the physical equipment we have and bring it to full potential. Recommended for students over 30 years old. This course may be repeated for credit.

PE 1041 Volleyball Credits: 1.00 Goal Area(s): na This course is designed to teach the beginning volleyball student the basic skills and fundamentals of the game. Through consistent participation and effort, the student will learn the rules of the game, have a basic understanding of the game, and be able to play the game at a beginning or intermediate level. Methods of communication and strategies are included.

PE 1042 Advanced Volleyball Credits: 1.00 Goal Area(s): na This course is designed for students who have experience playing volleyball. Through consistent participation and effort, students will build upon their knowledge of the skills and strategies of the game of volleyball. A closer look at the strategies of the game will take place, allowing teams to match opponent's strengths and expose their weaknesses. Game situational drills and game play will be implemented to learn and develop advanced player positioning and rotations, and advanced offenses and defenses of the game. Prerequisite: PE 1041 or Instructor Permission

PE 1050 Weight Training Credits: 1.00 Goal Area(s): na Students are introduced to methods of lifting weights for development of physical fitness. Students may develop fundamental skills in the Olympic and power lifts and work on training methods. This course may be repeated for credit.

PE 1070 Soccer Credits: 1.00 Goal Area(s): na This course includes instruction and practice in skills of soccer through drills and game play. Rules, terminology, and strategy also are studied.

PE 1110 Co-Ed Softball Credits: 1.00 Goal Area(s): na This course includes instruction and practice of skills of co-ed softball through drills and game play. History, rules, terminology and strategy are included in this course. NOTE: Students must provide their own softball glove

PE 1130 Leisure Time Games Credits: 1.00 Goal Area(s): na Introduction and participation in selected individual and team games of a recreational nature are the core of this course. Rules and techniques are included in this course.

PE 1140 Recreational Games Credits: 1.00 Goal Area(s): na Students learn to teach/present low organizational games. Members of the class will present and participate in the various games.

PE 1151 Golf I Credits: 1.00 Goal Area(s): na A beginners class in fundamental skills of golf, full swing, pitching, chipping and putting, this course includes rules, terminology and strategy. Classes meet on campus and at the driving range/golf course. Students are expected to furnish golf clubs and golf balls. Additional fee charged for use of golf course. NOTE: Students must provide their own golf clubs and golf balls.

PE 1152 Golf II Credits: 1.00 Goal Area(s): na The nine fundamental errors in golf are analyzed to help the student correct individual errors. Match play is arranged between class members using established handicaps. NOTE: Students must provide their own golf clubs and golf balls.

PE 1200 Bowling Credits: 1.00 Goal Area(s): na This course includes instruction and practice in skills of bowling through drills and play. Rules, terminology, and scoring are included. Classes meet at bowling lanes. Additional fee charged for use of bowling lanes.

PE 1210 Badminton Credits: 1.00 Goal Area(s): na Badminton is a beginning level course designed for those who have little to no experience playing. This course will include the instruction and the practice of fundamental skills through drills and game play. Rules, terminology, and strategy are included.

PE 1230 Basketball Credits: 1.00 Goal Area(s): na This course provides instruction and practice in skills of basketball through drills and game play. Rules, terminology, and strategy are included.

PE 1240 Rock Climbing Credits: 1.00 Goal Area(s): na Rock Climbing is a beginning-level class. It is designed to introduce the basics of indoor top-rope climbing to students. Students will learn knot tying, belaying, climbing commands, and gear management. Students will also learn the skills necessary in order to maximize their climbing performance by learning balance, footwork and body position. Emphasis will be placed on making climbing a safe and enjoyable activity. (Additional fee for this course)

PE 1250 Wellness for Life Credits: 3.00 Goal Area(s): na This course is designed to investigate the implications of exercise, diet, nutrition, stress, and physical activity in the total health of the individual. The course involves lectures and/or podcasts, discussion, and lab assessments of the student's present health status. PE 1250 and Health 1250 are the same: credit may not be earned for both. (2 hrs lecture, 2 hrs lab)

PE 1260 Kinesthetic Learning Credits: 1.00 Goal Area(s): na Students in this course will examine the connection between brain science, physical activity, and becoming a successful college student. This learning community will be particularly helpful for students interested in becoming health education professionals, educators, or want to better understand how to use hands-on/kinesthetic learning in college. (1 hour lecture, 1 hour lab)

PE 1270 Studio Cycle Credits: 1.00 Goal Area(s): na Studio Cycle is a beginning level class. It is designed to introduce the basics of indoor group cycling as well as cycle science, equipment, and heart rate training. Music is utilized with a combination of a spin bike and an extensive lower body and cardiovascular workout. Students should be in good general health to enroll in this class. This course can be repeated for credit.

PE 1310 Disc Golf Credits: 1.00 Goal Area(s): na Disc Golf is designed for both the beginning player and those that are more advanced. The course will cover the concepts of game play, the history of the game, rules of the game, ethics, basic strategies, as well as course locations and components.

PE 1400 Women's Self Defense Credits: 1.00 Goal Area(s): na This course consists of the introduction of basic physical and psychological skills to help the student act in crisis and pre-crisis situations to avoid or stop physical assault, harassment, dangerous situations, and encounters. Physical skills, basic recognition skills, avoidance skills, and basic personal safety are covered in this course. Classroom sessions provide information on personal safety, child safety, sexual harassment, domestic abuse, sexual violence, and violence against women.

PE 1420 Walk, Jog, Run Credits: 1.00 Goal Area(s): na This course is an introduction to the sport of walking or running for cardiovascular exercise. This class includes individual goals, information on proper technique for improvement in each mode of exercise, and variety of methods to improve conditioning in each area.

PE 1430 Tai Chi Chih Credits: 1.00 Goal Area(s): na Tai Chi Chih consists of twenty simple, repetitive, non-strenuous, pleasant movements which involve no physical contact, but rather emphasize a soft flowing continuity of motion. Tai Chi Chih can be performed by anyone, regardless of age or physical condition, and the substantial benefits of the practice are surprisingly easy to realize with regular practice.

PE 1440 Karate Credits: 1.00 Goal Area(s): na This course will enable the student to obtain a basic knowledge or appreciation of self-defense and the martial arts, specifically the Soo Bahk Do style of martial arts. Students will learn to execute basic self-defense techniques, increase their flexibility, and

improve their mental focus. Soo Bahk Do has been taught on campus since 1978 and was one of the "pioneer" arts introduced in Minnesota in the 1960's. Upon completion of the curriculum, the student will be eligible to test for rank recognized by the United State Soo Bahk Do Federation at an additional fee and can continue their training at a local studio.

PE 1451 Beginning Tennis Credits: 1.00 Goal Area(s): na This is a class for those who have never played tennis or have played very little. Instruction and practice in fundamental skills of tennis - forehand, backhand, serve, and volley - are studied through drills and game play. Rules, terminology, and strategy are included. Students are expected to furnish tennis rackets and tennis balls.

PE 1452 Intermediate Tennis Credits: 1.00 Goal Area(s): na This course is for people who have had beginning tennis lessons and reviews the basic skills of forehand, backhand, volley, and serve through drills and game play. Use of these basic skills in game situations will be emphasized. Rules, scoring, and terminology will be reviewed. Lob and smash will be introduced into play. A more thorough knowledge of tennis strategy will be developed through drills and game play. Students are expected to furnish tennis rackets and tennis balls.

PE 1500 Foundations of Physical Education Credits: 3.00 Goal Area(s): na This course is an introduction to the study of exercise science. The class includes presentation of historical information and philosophical foundations of physical education. The course content will investigate a major or minor in Physical Education, areas of concentration, and certifications within degree programs. The purpose of the class is to acquaint students with perspective career paths within the Physical Education field and introduce them to professional organizations which provide certification and career enrichment opportunities.

PE 1510 Coaching and Management Credits: 2.00 Goal Area(s): na This course develops skills in areas of coaching and management of sports. Topics include theories of coaching, competency levels, teaching techniques, training, equipment purchasing and inventory, facility management, public relations, fundraising, and legal issues relating to sport. Students will gain the knowledge necessary to coach and/or manage sports at the high school, collegiate and/or recreational levels.

PE 1520 Movement Exploration Credits: 3.00 Goal Area(s): na This course is an exploration of the various types of body movements. It includes locomotor movements, spatial elements, tumbling skills, rhythmic movements, as well as paired and group cooperative activities. It will incorporate developmental skills and low ropes activities. Also, the course introduces cultural, folk, line, social, and square dance. Students will explore dances of other cultures and present a dance to the class along with a brief cultural history. Students will incorporate skills learned in the classroom to use in the local elementary or pre-schools as they lead activities on a weekly basis.

PE 1600 Downhill Sports Credits: 1.00 Goal Area(s): na This course offers students the ability to choose between Snowboarding and Alpine Skiing. It is intended to either introduce students to snowboarding/skiing and/or develop their current skill level. Using the American Teaching System (ATS), classes are split into 9 skill levels, beginning through advanced.

PE 1700 Canoe Camping Credits: 3.00 Goal Area(s): na This course prepares the student for camping in the Boundary Waters Canoe Area. Students learn food preparation, handling, and bagging in bear country. Other areas emphasized are water purification, exercising in extreme heat, and camping rules specific to the BWCA. Minimal Impact Camping guidelines are followed on the actual trip into the BWCA.

NOTE: Participants are required to complete a physical exam to insure readiness for the strenuous activity of the trip.

PE 1710 Wilderness Camping Credits: 3.00 Goal Area(s): na This course is designed to prepare the student enrolled in the Outdoor Education Program for an extended outdoor trip. Special attention will be paid to water purification, hypothermia, wilderness etiquette, and the principles of minimal impact camping. The course culminates with a camping trip in the wilderness.

PE 1720 Introduction to Camping Credits: 2.00 Goal Area(s): na Instruction and practice of the basic skills of camping are included in this course. Special attention will be paid to the selection and care of equipment and clothing; planning for a trip; selection and preparation of a campsite; fire building and food preparation; and emergency care. An overnight camping trip is required as a part of this course.

PE 1730 Conditioning for Rocky Mountain Backpacking Credits: 1.00 Goal Area(s): na A combination strength and aerobic conditioning program designed to help students enrolled in the Wilderness Backpacking package adapt to altitude and climate conditions they will experience on the trip. Students are required to have a physical exam prior to the trip, and should be in moderate to excellent physical condition. NOTE: Participants must provide a physical examination by a physician to clear them for conditioning, and the eventual trip.

PE 1740 Hiking Credits: 1.00 Goal Area(s): na This course is an introduction the outdoor sport of hiking. Students will explore local parks and experience recreational hiking within the twin cities area. Classroom instruction includes basic hiking precautions, first aid, trail food, and preparation for a daylong hiking experience.

PE 1750 Yoga Credits: 1.00 Goal Area(s): na The focus of yoga will be on the physical dimension. We will stress exercise, movements, and poses which will enhance overall mobility, flexibility, balance, and muscle training. Yoga will train used, underused, and opposing muscles which may improve one's physical quality of life. In addition, due to the training involved, individual sport performance may also be improved. Yoga will touch on the mental aspect as well. We will begin to develop, practice, and train the relationship between mind and body in order to improve the body's mental and physical communication. This course may be repeated for credit. NOTE: Students must be in good physical health and report any problems and/or concerns to the instructor prior to the first workout. This course may be repeated for credit.

PE 1751 Yoga I Credits: 1.00 Goal Area(s): na The focus of yoga will be on the physical dimension. We will stress exercise, movements, and poses which will enhance overall mobility, flexibility, balance, and muscle training. Yoga will train used, underused, and opposing muscles which may improve one's physical quality of life. In addition, due to the training involved, individual sport performance may also be improved. Yoga will touch on the mental aspect as well. We will begin to develop, practice, and train the relationship between mind and body in order to improve the body's mental and physical communication. This course may be repeated for credit. NOTE: Students must be in good physical health and report any problems and/or concerns to the instructor prior to the first workout. This course may be repeated for credit.

PE 1760 Introduction to Kayaking and Canoeing Credits: 1.00 Goal Area(s): na This course is designed for the beginner in both kayaking and canoeing. Students will learn how to get in and out of the kayak, wet entry, basic paddling strokes, and safety on the water for flat water kayaking. The

canoeing portion covers safety, and proper steering paddling techniques. The course also includes a half day canoe trip and a half day kayak lake tour for skill application.

PE 1800 Aerobics Credits: 1.00 Goal Area(s): na This course provides instruction and practice in a physical fitness program which involves a series of vigorous movements. Music is utilized with a combination of dancing, jogging, and jumping. This course may be repeated for credit. Good general health is recommended.

PE 1810 Step Aerobics Credits: 1.00 Goal Area(s): na This course provides instruction and practice in a physical fitness program which involves a series of vigorous stepping movements. Music is utilized with a combination of a stepping apparatus and an extensive upper body workout to raise the heart rate to within the exercise heart rate zone. This course may be repeated for credit. Good general health is recommended.

PE 1820 Boot Camp Credits: 1.00 Goal Area(s): na Boot Camp is a course designed to challenge your overall fitness. The focus of the class will be on combinations of strength, aerobic conditioning, and flexibility. All fitness levels are welcome as modifications will be given and individuals can challenge themselves based on their current fitness level. A variety of equipment will be used, and will change from day to day, in order to train the components of fitness. Choreographed cardio, athletic drills, strength training drills and circuits, as well as interval training will be incorporated to give students a full body workout which will challenge every major muscle group.

PE 1830 Social Dance Credits: 1.00 Goal Area(s): na This course includes instruction and practice in basic ballroom dance technique, including dance positions and posture, basic step patterns, rhythm, and styles.

PE 1990 Topic: Credits: Goal Area(s): na This course will provide flexibility in offering an in-depth review of topics of immediate importance and topical interest. These topics will go beyond the introductory courses in examining specific aspects of the subject matter.

PE 2101 Concepts of Personal Training Credits: 4.00 Goal Area(s): na This course is designed to provide theoretical knowledge and practical skills in preparation for a national certification exam in personal training. Topic include guidelines for instructing safe, effective, and purposeful exercise, essentials of client-trainer relationship, conducting health and fitness assessments, and designing and implementing appropriate exercise programming. (4 hours lecture, 2 hours lab)

PE 2390 Current Research Trends in Physical Education and Fitness Credits: 2.00 Goal Area(s): na This course is designed for formulating, designing, and implementing meaningful research into timely and practical educational issues within the physical education and fitness fields. The study of a particular topic(s) of special importance, relevance, and currency to those going into the kinesiology field will be the main theme. Course content may vary with each offering.

PE 2490 Kinesiology Credits: 4.00 Goal Area(s): na The study of human movement and the muscular system. Skeletal and major muscular systems will be studied in detail in order to better understand how human movement is produced. Students will anatomically analyze movements and be introduced to the concepts of biomechanics. (3 hours lecture, 3 hours lab) Prerequisites: Biol 1120

PHIL 1010 Introduction to Philosophy Credits: 3.00 Goal Area(s): 06, 08 This course will introduce students to philosophical inquiry and major problems philosophers think about (including the nature of

existence and the difficulty of saying whether any knowledge is certain). Students will be encouraged to question their basic beliefs and recognize their philosophical assumptions. No definite conclusions will be reached.

PHIL 1020 Ethics Credits: 3.00 Goal Area(s): 06, 09 This course will introduce students to both the methods and issues connected with thinking about morality and ethical systems. Moral skepticism will also be examined. The aim of this class is to allow students to be more aware of their own ethical modes of thinking and the diversity of ways morality enters into human lives.

PHIL 1030 Eastern Religions Credits: 3.00 Goal Area(s): 06, 08 A study of Eastern religions (Hinduism, Buddhism, Confucianism, and Taoism). The emphasis of the course is to develop knowledge of these belief systems and how they deal with philosophical and spiritual questions.

PHIL 1040 Western Religions Credits: 3.00 Goal Area(s): 06, 07 This course is a study of Western religions including Judaism, Christianity and Islam. The emphasis of this course is to develop knowledge of these belief systems and how they deal with philosophical and spiritual questions.

PHIL 1050 Introduction to Logic Credits: 3.00 Goal Area(s): 04 Investigation of the principles of deductive and inductive reasoning. The course includes Aristotelian logic, propositional and symbolic logic, validity, invalidity, and proofs. Since this course can be taken to fulfill the Mathematical-Logical Reasoning general education requirement, students should expect a Math-like course, with exercises, and exams.

PHIL 1060 Philosophy of Religion Credits: 3.00 Goal Area(s): 06, 08 This course will examine some of the basic questions in the field of philosophy of religion: Does God exist? Can God's existence or nonexistence be rationally proven? Can people be religious in light of the discoveries of science? What does it mean to be religious or nonreligious? Students will be encouraged to draw from their own experience and beliefs to critically think about the issues in this class.

PHIL 1070 Political Philosophy Credits: 3.00 Goal Area(s): 08, 09 In this course we will examine issues in political philosophy through discussion of a range of primary western and non-western historical texts from ancient, medieval, and modern political writers. In the process of this examination of the historical development of political philosophy, a variety of topics will be explored such as: diverse theories of human nature and their implications for the role of government, the dynamics of power, the ideals of duty, justice, liberty and equality, and justifications for private property, profit, and civil disobedience.

PHIL 1110 Problem Solving Credits: 3.00 Goal Area(s): 09 This course aims at recognizing, analyzing, and researching the nature of a problem. It tries to enhance one's self-awareness and understanding of others as a means of improving interactions with others. It explores methods of problem solving and offers practice in use, developing methods to avoid common pitfalls encountered in the process. The course focuses on developing basic abilities and specific strategies for becoming an effective and responsible contributor in a problem-solving team.

PHIL 1200 Environmental Ethics Credits: 3.00 Goal Area(s): 09, 10 Environmental ethics is concerned with developing rational and moral theories of dealing with our environmental concerns and with discussing ways of putting them into practice. Using a variety of specific philosophical and ethical perspectives, we will look at the effects of population growth, depletion of tropical rain forests, the extinction of vast numbers of species, effects of pollution, concern for future generations, etc. We will

look at the effects of these changes on our own lives and the lives of third world peoples. We will discuss individual, social, and ethical responsibilities with regard to the environment and develop ways in which we can act on these responsibilities.

PHIL 1210 Peace Ethics Credits: 3.00 Goal Area(s): 08, 09 This course acquaints the student with major ethics and issues in peace studies and introduces approaches and strategies for working toward peace at the personal, family, community, national, global and environmental levels. The effort is to inform students on many issues and areas of human endeavor, both local and global, in order to promote critical and educated thinking and communication around peace and conflict. Some study of cultural difference surrounding economic, political, religious and sociological perspectives is crucial to demonstrating how understanding is a necessary foundation for peace-making. Students will learn about changes in personal philosophies of life, conflict resolution, mediation and non-violent strategies for peace-making through studying specific peace-makers and peace organizations as well as case studies of successful non-violent change or conflict resolution.

PHIL 1990 Topics: Credits: Goal Area(s): na This course will provide flexibility in offering an in-depth review of topics of immediate importance and topical interest. These topics will go beyond the introductory courses in examining specific aspects of the subject matter.

PHYS 1000 Conceptual Physics Credits: 4.00 Goal Area(s): 03 This course is a combined lecture and laboratory course designed for people who want to learn about the fundamental laws and principles that form the basis of the working of the physical universe. This course helps the student understand and appreciate how and why a wide range of common and everyday physical phenomena occur. Topics include: laws of motion, work, energy, momentum, fluids, heat, vibration, wave motion, electricity, magnetism, and light. Some algebra is used in the presentation, so a mathematical preparation equivalent to Math 0902 is recommended. (3 hours lecture, 2 hours lab)

PHYS 1030 Introduction to Physical Sciences Credits: 4.00 Goal Area(s): 03 In this course, students will explore the basics of chemistry and physics by examining such concepts as understanding and measuring matter; atoms, elements, compounds and mixtures; physical and chemical properties of matter; states of matter; chemistry fundamentals, the periodic table; bonding and types of compounds; mixtures and solutions; chemical reactions; properties and sources of energy; heat; electricity, circuits, and power; properties of sound & light; the behavior of sound & light; forces and motion; work and simple machines.

This course is intended for students who wish to complete a science course with a lab. It is not a prerequisite for any science or health programs. This course may not be used as a substitute for a chemistry course or a physics course. (3 hours lecture, 3 hours lab)

Math 0901 (Intro to Algebra) or basic math skills are highly recommended.

PHYS 1050 Astronomy Credits: 4.00 Goal Area(s): 03 This course takes a "big picture" look at the universe as a whole. Topics include history of astronomy, origin and features of the planets and the Solar System, the lives and deaths of stars, cosmology and the fate of the universe. It also covers recent discoveries and current topics in astronomy. The laboratory component provides a variety of methods to more fully investigate the process of astronomy. The course meets requirements as a natural sciences lab course under Goal Area 3 of the Minnesota Transfer Curriculum. (3 hours lecture/week, 2 hours lab/week)

PHYS 1060 The Solar System Credits: 3.00 Goal Area(s): 03 This course provides an introduction to astronomy with emphasis on our Solar System. Topics include the origin, structure, and history of the Solar System; the properties of light; the function and use of telescopes, understanding the processes that have shaped the planets, their moons and ring systems; comets, asteroids and other space debris. Recent discoveries and current topics from the exploration of the Solar System are also discussed. This course includes a lab-like experience. (3 hours lecture; satisfies MnTC Goal Area 3)

PHYS 1061 Solar System Lab Credits: 1.00 Goal Area(s): 03 An optional course laboratory course designed to complement The Solar System lecture class. It will involve investigation of the process of astronomy through the analysis of astronomical data. Computer simulation software, internet exercises, videos and observational sessions may be used within the course. (2 hrs/week)

Prerequisite: Prior or concurrent enrollment in Phys/NSci 1060 AND Math 0902 or equivalent. If taking this course concurrently with PHYS 1060, you must obtain instructor permission and complete appropriate paperwork for pre-requisite override.

PHYS 1070 Concepts of the Stars and Universe Credits: 3.00 Goal Area(s): 03 This course provides an introduction to astronomy with an emphasis on stars and galaxies. Topics include understanding the Sun as a star; revealing the messages hidden in starlight; stellar birth, maturation, and death; black holes, white dwarfs, pulsars, quasars, and supernova explosions; the Milky Way and other galaxies; the origin and the fate of the universe. Current topics and discoveries from stellar astronomy and cosmology are also discussed. This course includes a lab-like experience. (3 hours lecture; meets MnTC Goal Area 3 requirements)

PHYS 1071 Stars and the Universe lab Credits: 1.00 Goal Area(s): 03 An optional course laboratory course designed to complement the Concepts of Stars and the Universe lecture class, It will involve investigation of the process of astronomy through the analysis of astronomical data. Computer simulation software, Internet exercises, videotapes and observational sessions may be used within the course. (2 hrs/week) Prerequisite: Prior or concurrent enrollment in Phys/NSci 1070 AND Math 0902 or equivalent. If taking this course concurrently with PHYS 1070, you must obtain instructor permission and complete appropriate paperwork for pre-requisite override.

PHYS 1120 Meteorology Credits: 4.00 Goal Area(s): 03 This course is designed for people who desire to learn about the weather. This course helps the student learn to observe and interpret the sky, to read weather maps, and to understand the sequence of meteorological phenomena. The topics to be covered include: air temperature, humidity, condensation, clouds, air pressure, wind, atmospheric circulation, weather forecasting, computer modeling, thunderstorms, tornadoes and hurricanes. (3 hours lecture, 2 hours lab)

PHYS 1140 Energy Aspects of Our Physical Environment Credits: 3.00 Goal Area(s): 03 This course is designed for people who desire to learn about the various sources of energy and the problems associated with its production and consumption on the local, state, national, and international levels. Topics to be covered include: energy principles, fossil fuels, electric energy, acid precipitation, energy conservation, infringements on the global atmosphere, the principles of sustainability, and the orderly translation from our current energy mix to a new mix utilizing nuclear, solar, wind, geothermal, and new emerging technologies. This course includes a lab-like experience. (3 hours lecture)

PHYS 1201 Principles of Physics I Credits: 5.00 Goal Area(s): 03 This course is the first of a two-semester introductory physics course for students with a mathematical preparation of algebra and some

trigonometry. Topics to be covered include: motion in one and two dimensions, Newton's laws of motion, energy, momentum, rotational motion, oscillations, gravitation, fluids and heat. (4 hours lecture, 2 hours lab) Prerequisite: Math 0902 or equivalent

PHYS 1202 Principles of Physics II Credits: 5.00 Goal Area(s): 03 This course is the second of a two-semester introductory physics course for students with a mathematics preparation of algebra and some trigonometry. Topics to be covered include: wave motion, electricity, magnetism, electromagnetic waves, and light. (4 hours lecture, 2 hours lab) Prerequisite: Physics 1201 or consent of instructor

PHYS 1220 Allied Health Physics Credits: 2.00 Goal Area(s): na This course provides the allied health or paramedical student with a concentrated treatment the basic physics principles of ultrasound which would be needed for follow on courses in the Allied Health field. Completion of one college level science course and college algebra is strongly recommended.

PHYS 1601 General Physics I Credits: 5.00 Goal Area(s): 03 This is the first course of a two-semester introductory physics sequence for students with a mathematical preparation of one semester of calculus. The topics to be covered include: motion in one and two dimensions, Newton's laws of motion, energy, momentum, rotational motion, oscillations, gravitation, fluids and wave motion. (4 hours lecture, 2 hours laboratory) Prerequisite: Math 1221

PHYS 1602 General Physics II Credits: 5.00 Goal Area(s): 03 This is the second course of a two-semester introductory physics sequence for students with a mathematical preparation of two semesters of calculus. The topics to be covered include: thermodynamics, electricity, magnetism, electromagnetic waves, and optics. (4 hours lecture, 2 hours laboratory) Prerequisite: Phys 1601; Math 1222

PHYS 1990 Topics: Credits: Goal Area(s): na This course will provide flexibility in offering an in-depth review of topics of immediate importance and topical interest. These topics will go beyond the introductory courses in examining specific aspects of the subject matter.

PLA 1010 Individualized Studies Development Credits: 2.00 Goal Area(s): na This course will assist students in developing their individualized studies degree plan while focusing on the central question of "what does it mean to be an educated person". Upon completion of the course, students will have a completed Degree Plan. This course is by permission only and can only be registered upon after acceptance into the Individualized Studies Program.

PLA 1020 Prior Learning Portfolio Development Credits: 1.00 Goal Area(s): na This course will assist students in assessing what they have learned, whether some of that learning may be appropriate for assessment of college credit, and how to go about earning that credit. This course will allow students to begin the development of a portfolio for assessment of credit by a faculty member.

PLA 1025 Prior Learning Assessment (PLA) Preparation Workshop Credits: .00 Goal Area(s): na This workshop will help develop a plan of action to determine if Credit for Prior Learning is an option for the degree-seeking student.

After completing this workshop, the student will know if they have the necessary components and knowledge to move forward to earn credit alternatively. **PLEG 1111 Introduction to Law and Paralegal Studies Credits: 3.00 Goal Area(s): na** This course introduces students to the paralegal profession, including the nature of paralegal work, job requirements and opportunities. Students will study the

Minnesota Rules of Professional Conduct and the ethical standards applicable to paralegals. The students will learn about the American legal system, including sources of law, court systems and procedures. The students will study the relationship between state and federal laws and procedure and alternative dispute resolution. Students will also study the substantive areas of torts and criminal law.

PLEG 1210 Computer Applications in the Legal Profession Credits: 2.00 Goal Area(s): na This course presents a study of the computer software commonly used in legal organizations, including programs in word processing, spreadsheets, database management systems, timekeeping and billing, case management and docket control, litigation support, presentation graphics, and electronic mail. Students will also study legal ethics as applied to the use of computer technology in the law office. Requirements: PLeg 1111

PLEG 1330 Family Law Credits: 3.00 Goal Area(s): na This course presents a study of the processes and procedures undertaken in a family law practice. Students will study the procedures applicable to marriage dissolution and learn to prepare the legal documents associated with such procedures. Students will also study other substantive family law topics such as marriage and premarital agreements, child custody and support, domestic abuse, and adoption. In addition, this course examines the ethical considerations relating to a family law practice. Prerequisite: PLeg 1111

PLEG 1411 Litigation I Credits: 3.00 Goal Area(s): na This course is the first part of a two-part Litigation course. This course presents a study of the processes and procedures undertaken in litigation and the role of the paralegal in a litigation practice. Students will study the requirements and applications of the Rules of Civil Procedure and the general rules of practice in District Court. Students will also study the various methods of alternative dispute resolution and their application to a litigation practice. Students will learn to prepare the documents essential to a litigation practice, such as complaints, discovery requests and discovery responses. This course also examines the ethical considerations relating to litigation. Prerequisite: PLeg 1111

PLEG 1412 Litigation II Credits: 3.00 Goal Area(s): na This course is the second part of a two part Litigation course. This course presents a study of the processes and procedures undertaken in litigation and the role of the paralegal in a litigation practice. Students will study the requirements and applications of the Rules of Civil Procedure and the general rules of practice in District Court. Students will also study the various methods of alternative dispute resolution and their application to a litigation practice. Students will draft litigation documents and learn the role of the paralegal before, during and after trial. This course includes a study of the rules of evidence, and tips for preserving and protecting evidence in civil and criminal trials. Students will learn methods of investigation and fact gathering. In addition, this course also examines the ethical considerations related to evidence and the trial process. Prerequisite: PLeg 1411

PLEG 1510 Intellectual Property Credits: 2.00 Goal Area(s): na This course presents a study of the major areas of intellectual property law in the United States: trademarks, copyrights, patents and trade secrets. Students will study relevant statutes and case law, as well as the key policy considerations in the subject area. This course also examines the ethical issues relating to intellectual property law. Prerequisite: PLEG 1111

PLEG 1990 Topic: Credits: 3.00 Goal Area(s): na This course will provide flexibility in offering an in-depth review of topics of immediate importance and topical interest. These topics will go beyond the introductory courses in examining specific aspects of the subject matter.

PLEG 2211 Legal Research and Writing I Credits: 3.00 Goal Area(s): na This course presents a study of methods of legal research related primarily to case law, which include the use of digests, encyclopedias, reporter systems, and practice manuals. The students will gain an understanding of law libraries and will be introduced to computer assisted legal research. Students will learn analytical writing skills for use in preparation of legal memoranda. Use of Blue Book citation methods will be emphasized. Prerequisite: Engl 1201 and PLeg 1111

PLEG 2212 Legal Research and Writing II Credits: 3.00 Goal Area(s): na This course is a continuation of Legal Research & Writing 1. This course focuses on primary sources other than case law such as constitutional law, statutory law, administrative law, and court rules. The student will also study secondary sources. This course provides the student with additional experience in the advancement of analytical writing skills for use in the preparation of legal memoranda. Blue Book citations relative to sources studied will be emphasized. The student will also gain additional experience with computer assisted legal research. Prerequisite: PLeg 2211

PLEG 2310 Criminal Law and Procedure Credits: 3.00 Goal Area(s): na This course presents a study of the substantive and procedural aspects of criminal law and the role of the paralegal working in the area of criminal defense or criminal prosecution. Students will study the general principles of criminal liability, analysis of particular crimes, parties to crimes, and the substantive defense to crimes. Constitutional safeguards and procedures from arrest through trial, sentencing, punishment, and appeal are also studied. This course also examines the ethical considerations relating to criminal law and procedure. Prerequisite: PLEG 1111

Please Note: All Paralegal program and course prerequisites are enforced. This course may not be used as a substitute for SOC 1710 in any NHCC programs which include SOC 1710 as a required course.

PLEG 2510 Contracts and Business Organizations Credits: 3.00 Goal Area(s): na This course presents a study of contracts, sales of goods, products liability, secured transactions, creditor rights, consumer protection and bankruptcy. The students also study basic principles of employment law. This course also presents a study of business entities, including sole proprietorships, partnerships, corporations, limited liability companies, and other business entities. Students will learn the fundamental principles of law applicable to each entity type and how to prepare documents necessary to the organization and operation of each. In addition, this course examines the ethical considerations relating to business law practice. Prerequisite: PLeg 1111

PLEG 2620 Property Credits: 3.00 Goal Area(s): na This course presents a study of personal and real property. Students study landlord and tenant law, real estate conveyancing, real estate financing, foreclosure and mechanic's liens. Students will learn to prepare a purchase agreement, deeds and other closing documents, and the documents used in mortgage foreclosure and mechanic's lien foreclosure. The general concepts of legal descriptions, title examination, and closing procedures also are covered. In addition, this course examines the ethical considerations related to a property law practice. Prerequisite: PLeg 1111

PLEG 2710 Wills, Trusts and Estate Administration Credits: 3.00 Goal Area(s): na This course presents a study of estate administration, including the preparation and use of wills and trusts as estate planning tools. Students will study powers of attorney and the use of health care directives for disability planning. The students will learn the fundamental principals of probate law and how to prepare documents used in probate procedures. Students will also learn about the impact of estate taxes on

estate planning. In addition, this course examines the ethical considerations relating to estate planning, wills and trusts. Prerequisite: PLeg 1111

PLEG 2810 Employment Search for Paralegals Credits: 1.00 Goal Area(s): na This course presents a study of the skills and tools needed for locating paralegal employment opportunities. Students will study employment opportunities in both legal and non-legal settings. Students will study attitudes and work habits for a more successful career. Students will learn to prepare a professional resume and conduct an interview. Prerequisite: PLeg 1111

PLEG 2930 Legal Studies Seminar and Internship Credits: 3.00 Goal Area(s): na The course is designed to ready the student for transition from the classroom to the work place, emphasizing practical skill development and additional development of the student's organizational, communication and critical analysis skills. This is also a course designed to measure the student's learning and mastery of the program's goals and objectives.

The course is designed with in-class and out of class internship experiences. Through in-class discussions and exercises, the student develops the basic skills necessary for the paralegal work setting. The student gains actual work experience under the supervision of an attorney or experienced paralegal in day-to-day, on-site office work completed at an internship site. The student must complete 150 hours of work at the internship site, which may be a private or public law office, corporate or government legal department, or other appropriate law-related setting or complete the alternative legal practicum coursework. Prerequisites: All required paralegal specialty courses.

POLS 1100 American Government and Politics Credits: 3.00 Goal Area(s): 05, 09 This course is a general introduction to American politics with emphasis on the Constitution, citizen participation, elections, and the role of the major governmental institutions - Congress, presidency and judiciary - in the formulation of public policy in the United States.

POLS 1140 State and Local Politics Credits: 3.00 Goal Area(s): 05, 09 This course studies the operation and structure of state governments including executive, legislative, judicial functions as well as elections and policy formation, with an emphasis on Minnesota.

POLS 1600 Comparative Politics Credits: 3.00 Goal Area(s): 05, 08 This course examines and compares the organization and politics of modern governments around the world. Countries studied exemplify larger course themes of political institutions, political culture, elections, public policy, democratization, economic development, and comparative methodology.

POLS 1700 World Politics Credits: 3.00 Goal Area(s): 05, 08 This course is an introduction to international relations, policies of the great powers, nationalism, international organizations, diplomacy, and military affairs. The historical development of the modern international system is also studied.

POLS 1990 Topics: Credits: Goal Area(s): na This course will provide flexibility in offering an in-depth review of topics of immediate importance and topical interest. These topics will go beyond the introductory courses in examining specific aspects of the subject matter.

POLS 2130 Constitutional Law Credits: 3.00 Goal Area(s): 05 This course will acquaint students with the content of the United States Constitution and its amendments; its interpretations within political, social, and historical contexts; and will examine the reasoning process in major judicial decisions. Prerequisite: Soc 1710 or PolS 1100

PSYC 1150 General Psychology Credits: 3.00 Goal Area(s): 05 As an introduction to psychology, this course provides a study of human behavior and mental processes. Topics may include history of psychology, research methods, physiological psychology, sensation and perception, consciousness, learning, memory, motivation and emotion, personality, stress and coping, abnormal behavior, therapy and social psychology.

PSYC 1165 Psychology of Adjustment Credits: 3.00 Goal Area(s): 05 This course is an in-depth look at the processes of normal human adjustment and their application in the student's life adjustment. Topics may include: goal setting and change processes, self awareness and identity, physical and psychological health, stress and coping, interpersonal relationships and communication, emotions and motivation, social interactions, psychological growth and development, meaning and values, dealing with diversity and decision making.

PSYC 1170 Psychology of Gender Credits: 3.00 Goal Area(s): 05, 07 Psychology of Gender includes the theory and research relating to sexuality, gender roles and sexual orientation.

PSYC 1210 Child Development Credits: 3.00 Goal Area(s): 05 This course focuses on psychological, intellectual, and physical development from the prenatal period through adolescence. Topics include general theoretical approaches and research methods in studying child and adolescent development, birth and the newborn child, and development in the following areas: prenatal, physical, perceptual, cognitive, intellectual, language, personality, social and atypical. Completion of General Psychology is helpful prior to taking this course.

PSYC 1220 Adult Development Credits: 3.00 Goal Area(s): 05 As a psychological journey through the stages of adulthood, this course covers individual differences in adjustment strategies used to cope with typical problems from early adulthood to the time of dying and death.

PSYC 1990 Topics: Credits: Goal Area(s): na This course will provide flexibility in offering an in-depth review of topics of immediate importance and topical interest. These topics will go beyond the introductory courses in examining specific aspects of the subject matter.

PSYC 2320 Abnormal Psychology Credits: 3.00 Goal Area(s): 05 This course is an introduction to the origin, classification, and treatment of psychological disorders. Topics include historical and research issues, adjustment reactions to stress, neuroses, personality disorders, psychoses, types of psychotherapy, legal and ethical issues. Prerequisite: Psyc 1150 or consent of instructor

PSYC 2330 Personality Credits: 3.00 Goal Area(s): 05 This course provides a review of the major theories of personality which typically include the psychodynamic, behavioral, cognitive, humanistic and trait approaches. Prerequisite: Psyc 1150

PSYC 2340 Human Sexuality Credits: 3.00 Goal Area(s): 05, 07 An overview of past and current research on human sexuality. The course will address: the human sexual response; models and sources of arousal; cultural influences on human sexual behavior and sexual diversity; emotional aspects of sexuality and sexual dysfunction; sexual communication, intimacy, dependency and jealousy; sexual exploration and courting behavior across the life span; atypical behavior, commercialized sex, and sexual coercion. Prerequisite: Psyc 1150

PSYC 2350 Multicultural Psychology Credits: 3.00 Goal Area(s): 05, 08 This course is an introduction to diversity and multiculturalism within psychology. Students will have a broad understanding of extant

research on diversity from a wide variety of perspectives including international perspectives. Topics covered include: culture and identity, group behavior, stereotyping and prejudice, cross-cultural research, and international research. Prerequisite: Psyc 1150 or consent of instructor and Spch 1310 is highly recommended

PUBW 1030 Public Works Management and Communication Credits: 4.00 Goal Area(s): na This course is designed to familiarize the student with general principles such as safety, liability, public relations to include dealing with the public sector, handling complaints, use of written communications and news media as well as securing citizen acceptance for projects that would be expected of a leadership position. It also covers the techniques for job interviewing and conducting public meetings.

PUBW 1040 Technical Aspects of Public Works Credits: 4.00 Goal Area(s): na This course provides supervisory personnel the basic principles of public works engineering functions and overviews the engineering attributes of materials used in public works projects. Subjects covered include reading plans, elements of roadway design, surveying, proposals, specifications, bituminous and concrete construction, computer applications, pavement management, and public works systems.

PUBW 1050 Public Works Operations and Maintenance Credits: 4.00 Goal Area(s): na This course relates to the delivery of maintenance and operations products and services to the public. It will cover the identification of equipment and personnel resource needs, the planning and scheduling of needed work, and the performance measures required to assure that efficiency and effectiveness are achieved. Discussions will include factors involved with making choices of preventive vs. breakdown maintenance, in-house vs. contract, rent vs. buying, and partnering as applied to street, highway, utility, equipment, grounds and building maintenance.

PUBW 1060 Public Administration Skills Credits: 4.00 Goal Area(s): na Introduces and develops an understanding of leadership and management theories and their application to public administration. Areas studied include budgeting and budget processes, techniques of personnel management, labor relations, and public policy analysis. Emphasis will be placed upon applying public administration topics by researching and preparing administrative reports and legal documents, formal presentations, and analyzing relevant data for elected official review. Students will acquire a broad-based understanding of public administration and the complexities of this occupational field. This course is designed for the public works supervisor or other governmental officials interested in the application of local government policies and how they pertain to public works.

SOC 1110 Introduction to Sociology Credits: 3.00 Goal Area(s): 05, 07 This course is a study of social and cultural aspects of human behavior. Topics include society and culture, roles and norms, groups and organizations, deviance, inequality, social and cultural change, and research methods.

SOC 1130 Social Problems/Deviance Credits: 3.00 Goal Area(s): 07, 09 This course examines issues and concerns in the modern world such as population, global warming, the environment, natural resources, terrorism, poverty, racism, sexism, mental illness, drug abuse, crime, sexual assault, prostitution and suicide. Social policies designed to deal with those issues are also considered. Prerequisite: Soc 1110

SOC 1210 Introduction to Social Work Credits: 3.00 Goal Area(s): na This course reviews the field of social work, with a generalist practice focus emphasizing interventions at the individual, environmental and societal level. Topics include the development of social work, human diversity, social problems, social work values, roles, skills and settings.

Note: This course is a service learning class that combines classroom instruction and service in the community, giving students the opportunity to practice academic, real-world, work, life and interpersonal skills. Students are required to have their own transportation. Service learning opportunities range in scope from 10-40 hours of service in the community which in some cases may be an additional time commitment to completion of the course.

SOC 1710 Introduction to Criminal Justice Credits: 3.00 Goal Area(s): 05 This course covers the history, organization, and function of the criminal justice system in the United States. Topics include foundations of crime and justice, victimization, crime statistics and the extent of crime, police issues, court systems, corrections, and future trends. Note: Sociology 1110 recommended prior to taking this course.

SOC 1720 Police and Community Credits: 3.00 Goal Area(s): na This course addresses the affective-oriented aspects of contemporary law enforcement. Topics include crime prevention, police community relations, ethical decision-making, cultural diversity, bias-motivated crimes, domestic abuse, problem solving, volunteerism, and interpersonal communications. Note: SOC 1110, Introduction to Sociology, recommended before taking this class.

SOC 1730 Juvenile Justice Credits: 3.00 Goal Area(s): na This course analyzes the juvenile justice system and its historical and philosophical development, including theories of social causes and effects of delinquency. Students will learn strategies for working with juveniles and for preventing and investigating delinquency. The course provides a working knowledge of Minnesota statutes pertaining to juveniles through the study of case law, report writing, skills exercises, and simulation.

SOC 1750 Families in Crisis Credits: 3.00 Goal Area(s): 05 This course analyzes the dimensions and dynamics of family dysfunctions. Topics may include, domestic abuse, child abuse and protection, vulnerable adults, peace officer response to crime victims, Americans with Disabilities Act as it relates to peace officers, mental health, poverty, homelessness, and the substance abuse as related to family issues. Prerequisite: Soc 1110

SOC 1990 Sociology Special Topics Credits: Goal Area(s): na This course will provide flexibility in offering an in-depth review of topics of immediate importance and topical interest. These topics will go beyond the introductory courses in examining specific aspects of the subject matter.

SOC 2110 Principles of Social Psychology Credits: 3.00 Goal Area(s): 05 This course analyzes how individual's thoughts, feelings and actions are influenced by others. Topics include perception, attraction, altruism, aggression, attitudes, leadership, conformity and obedience, persuasion and propaganda and the self-concept. Prerequisite: Soc 1110

SOC 2210 Minority Groups Credits: 3.00 Goal Area(s): 05, 07 This course considers the social history, current conditions, and future prospects of minority groups in the United States. Topics include racism, sexism, prejudice, discrimination, affirmative action, and other related issues and social policies. Prerequisite: Soc 1110

SOC 2730 Introduction to Corrections Credits: 3.00 Goal Area(s): 05 This course examines corrections as a major component of the criminal justice system in the United States. Topics may include programs, practices and critical issues. Prerequisite: Soc 1710 or Consent of Instructor

SOC 2740 Criminal Behavior Credits: 3.00 Goal Area(s): na This course introduces students to crime and criminal behavior from a sociological perspective. Topics include: major sociological theories of criminal behavior, research on crime and social control issues, victimization, violent and property crime, white-collar, political, public order and organized crime. Prerequisite: Soc 1110

SPAN 1030 Spanish and Latin American Culture Credits: 3.00 Goal Area(s): 06, 08 This course is an introduction to the civilization and culture of Spain and Spanish America, with particular emphasis on comparative cultures, modern trends, the ancient Indian civilizations and African-Spanish-American influences. The course is taught in English; no previous knowledge of Spanish is required.

SPAN 1050 Spanish for Health Care Workers Credits: 3.00 Goal Area(s): na This course is designed for students in medical and health care areas who want to develop fundamental skills in conversational Spanish as related to their daily activities. The course activities are divided into two major sections: First, basic language skills that are taught using the textbook, An Introduction to Spanish for Health Care Workers; Second, the creation and practice of dialogs related to specific nursing tasks (e.g., assessing medical history, assessing health risks, teaching breast self exams, making appointments, etc.). This course is not a Spanish language class per se, but it is designed to teach health care students how to do specific tasks in Spanish. As such, there is no specific Spanish prerequisite to be enrolled in this course. All non-native speakers of Spanish at any level are encouraged to enroll in this course. Students who are interested in acquiring Spanish language in general are invited to enroll in traditional Spanish courses.

SPAN 1101 Beginning Spanish I Credits: 5.00 Goal Area(s): 08 Designed for the student with little or no previous experience with languages, this course stresses correct pronunciation, aural comprehension, basic structure, and a practical reading knowledge of Spanish.

SPAN 1102 Beginning Spanish II Credits: 5.00 Goal Area(s): 08 Continuing the activities and skill development from Span 1101, this course will emphasize basic proficiency reinforcing the student's knowledge and awareness of appropriate language use in a variety of situations. Prerequisite: Span 1101 or equivalent

SPAN 1390 Field Study Spanish/Latin American Civilization Credits: Goal Area(s): na This course will take students to Spain, Mexico, or other Spanish-speaking countries to experience contemporary life in a Spanish-speaking country, while observing the influences of the past. Credit level depends on the length and intensity of individual study on a topic agreed upon in advance by the student and instructor.

SPAN 1990 Topics: Credits: Goal Area(s): na This course will provide flexibility in offering an in-depth review of topics of immediate importance and topical interest. These topics will go beyond the introductory courses in examining specific aspects of the subject matter.

SPAN 2201 Intermediate Spanish I Credits: 5.00 Goal Area(s): 08 This course continues the development of the multiple language skills introduced in the beginning sequence. The student is introduced to the literature and culture of Spain and Spanish America. Prerequisite: Span 1102 or equivalent

SPAN 2202 Intermediate Spanish II Credits: 5.00 Goal Area(s): 08 This course continues the development of multiple language skills with the opportunity to improve reading, writing, speaking and listening comprehension, with emphasis on developing skills in conversation and in expanding vocabulary. The student will also have a more extensive exposure to the literature and culture through readings and films. Prerequisite: Span 2201 or equivalent

TFT 1110 The NHCC Filmmaking Project: Student Activity Class Credits: 1.00 Goal Area(s): na The North Star Film Project (TFT 1110) is a student activity class in which students will meet at least one hour per week in a laboratory format to produce short films from scripts written in the NHCC Introduction to Screenwriting each spring. Participating students learn about planning, rewriting, shooting, editing, and mixing a film into a finished product, ready for viewing. Students in this class may repeat it for credit, and may also participate in the Capstone version of the class for 3 credits once they have completed the prerequisites for that version of the class (TFT 2110).

TFT 1200 Theatre in the Twin Cities Credits: 3.00 Goal Area(s): 06 Students attend performances of plays in order to understand the elements of theatrical and dramatic production. Students develop criteria for the evaluation of productions as they explore the complexities of theatre and its reflection of society. They also examine their own biases and value systems and how they affect their evaluation processes regarding artistic, societal, and personal points of view.

TFT 1210 Introduction to Theatre Credits: 3.00 Goal Area(s): 06, 07 Students become involved in a play's production while they explore the roots of the theater as a reflection of culture and community. Students investigate major theatrical historical periods and personalities, work on self-selected crews, analyze dramatic literature for meaning and production considerations, and may create and perform their own scenarios as a means of understanding the transformation of theater from page to stage.

TFT 1250 Introduction to Film Credits: 3.00 Goal Area(s): 06 This course is an introduction to the history and techniques of entertaining and communicating ideas through motion pictures. The course consists of viewing, analyzing, discussing and writing about films as a means of understanding visual communication and developing greater visual literacy.

TFT 1260 Introduction to Television Credits: 3.00 Goal Area(s): 06, 08 This course is an introduction to television's history, development, emerging technologies, influence, and future. It explores digital convergence as well as programming, distribution, regulation, and audience, constantly emphasizing the effect of money on this pervasive medium. Both television shows and movies about television will help illuminate the course content.

TFT 1270 Digital Video Production Credits: 3.00 Goal Area(s): 06 This course introduces basic video production concepts and techniques with an emphasis on using the elements of motion and sound as creative artistic tools. Students will critically analyze video in terms of genre, context, meaning, visual language and form and then produce and edit their own short projects that explore creative and experimental applications of the medium rather than the traditional mass communication form. Students are encouraged to use their own computer for editing if possible. Basic knowledge of the computer is helpful.

TFT 1280 Introduction to Screenwriting Credits: 3.00 Goal Area(s): 06 This course is an introduction to screenwriting, dealing with the basics of drama, story, character, structure, dialogue, and meaning. It explores these elements with writing exercises that develop skills in plotting, exposition, suspense, and action. It focuses on visual storytelling, helping students to discover observable actions and images that can convey ideas effectively, while constantly emphasizing how well-developed characters' needs and wants drive the structure and conflict of an engaging story. It is intended to acquaint students with the craft screenwriting; to be a beginning course in the field that will help prepare students for further work.

TFT 1290 Design for Theatre Credits: 3.00 Goal Area(s): 06 This course is an examination of how theatre design (set, costume, properties, and lighting) are used to support the production of a play. The

elements of design- line, texture, color, and form- are explored as they have been and are currently used by designers and directors for theatrical productions. Students analyze dramatic literature and create design projects.

TFT 1310 American Cinema Credits: 3.00 Goal Area(s): 06, 07 American Cinema is a class in which students look at American films that have played a role in American film history from its beginnings to the present. They explore America's filmmaking history and its contributions to American culture, specifically considering the many diverse communities portrayed in these films as well as filmmakers from these often minority communities. These selections include films by or about African Americans, Asian Americans, Latino Americans, Native Americans, GLBT Americans, and the contributions of American Women throughout film history. The course consists of viewing, analyzing, discussing and writing about American films as a means of understanding the impact of these works on our diverse American culture.

TFT 1320 World Cinema Credits: 3.00 Goal Area(s): 06, 08 World Cinema is a class in which students look at films from around the world. They explore various non-English-speaking countries' contributions to filmmaking and world culture that have been made by these countries' films. They look at two films from each country studied: one that exemplifies the historical/cultural concept that is associated with that country's films and one contemporary film from that country. The course consists of viewing, analyzing, discussing and writing about films from other cultures films as a means of understanding the impact of these works on our own as well as other cultures.

TFT 1350 The American Musical Theatre Credits: 3.00 Goal Area(s): 06, 07 American Musical Theatre is designed to enlighten the learner about the basics of musical theatre production and its genesis as a uniquely American art form. Also, the course will take a close look at the context in which these musicals were created and how they challenged society at that time. In addition, the course will examine the writing of the book, lyrics and music of many shows in an attempt to better analyze and evaluate the content.

TFT 1500 Acting I: Improvisation and Foundations Credits: 3.00 Goal Area(s): 06 This course uses lectures, discussions, and interactive exercises to learn, demonstrate, and evaluate the principles of improvisation including basic stage awareness, non-verbal communication, self-awareness, and team work. Students will work in ensemble to understand, evaluate, and use the concepts of objective, intention, and motivation. Written analyses as well as presentations may be used to demonstrate understanding of these skills and concepts.

TFT 1510 Foundations of Acting: Stage Movement and Voice Credits: 3.00 Goal Area(s): 06 This course is an exploration of character development through the use of voice and movement. Emphasis is placed on vocal development, using rhythm, pitch and dialects to create more effective performances. Enhancing the movement aspect of any performance, a valuable and often underutilized tool for the actor, begins with expanding the student's physical confidence on stage and eventually moves to a more energetic and focused use of the space within which the performance must take place.

TFT 1520 Acting II: Building Characters Credits: 3.00 Goal Area(s): 06 Students select plays and their characters to research, analyze, evaluate, write about, and present or demonstrate character analysis, posture, movement, non-verbal communication, vocal variety, projection, and personal experience and awareness. Students are encouraged to take TFT 1500 (Acting 1: Improvisations and Foundations) before taking this class.

TFT 1531 Stage Combat I Credits: 3.00 Goal Area(s): 06 Stage Combat I is an introductory course in the Stage Combat Program, and will focus on unarmed (hand to hand fighting) and armed (found objects, knives, etc.) stage combat. The program conforms to the guidelines put forth by the Society of American Fight Directors (SAFD). Telling a story effectively through the use of disciplined and safe stage combat will be stressed, as well as instruction in the history, type and use of various weapons. Students in the performing arts will gain self-confidence in their ability to fulfill the needs of any script calling for stage or screen violence. Students not in the performing arts will gain a firsthand appreciation of the skills necessary to make stage and screen violence look real.

TFT 1532 Stage Combat II Credits: 3.00 Goal Area(s): 06 Stage Combat II is the follow-up course to Stage Combat I in the Stage Combat Program. The primary focus of this course will be on performance. The skills learned in Stage Combat I will be reviewed and refined, then applied to the performance of choreographed staged fights within the context of a scene. Students will assign emotional value to the physical circumstances of the scene and act out the intentions of the character. This program conforms to the guidelines put forth by the Society of American Fight Directors (SAFD), which contains 90 hours of required instruction. Students in the performing arts will gain self-confidence in their ability to fulfill the needs of any script calling for stage or screen violence. Students not in the performing arts will gain a firsthand appreciation of the skills necessary to make stage and screen violence look real.

TFT 1540 Acting for the Camera Credits: 3.00 Goal Area(s): 06 Students will have the opportunity to perform in front of the camera and see themselves as the camera records them, revealing their strengths and challenges. Acting techniques specific to working in film and television will be covered along with methods for auditioning, script analysis, character development, communication and style. How to handle camera and editing equipment is also included.

TFT 1600 Theatre Practicum: Performance Credits: Goal Area(s): 06 In this class, students choose a particular area of practicum study such as acting, directing, assisting a director, working on a technical crew assignment, or another major responsibility. Students research, analyze and participate in some aspect of a North Hennepin production. This course may be repeated for credit. Prerequisite: Consent of instructor

TFT 1610 Theatre Practicum: Technical Credits: Goal Area(s): 06 In this class, students choose a particular area of practicum study such as directing, assisting a director, working on a technical crew assignment, or another major responsibility. Students research, analyze and participate in some aspect of a North Hennepin production. This course may be repeated for credit. Consent of Instructor required. Prerequisite: Consent of instructor

TFT 1710 Oral Interpretation and Traditions Credits: 3.00 Goal Area(s): 01, 08 Oral Interpretation and Traditions is an introductory course in the effective oral presentation of written material. Students will analyze and perform literature from a variety of sources that represent different cultures and ethnicities. Students will also make connections between the cultural implications of oral tradition and performance.

TFT 1990 Topic: Credits: Goal Area(s): na This course will provide flexibility in offering an in-depth review of topics of immediate importance and topical interest. These topics will go beyond the introductory courses in examining specific aspects of the subject matter.

TFT 2010 Fundamentals of Directing Credits: 3.00 Goal Area(s): 06 Fundamentals of Directing is open to any student who is interested in learning the basic skills necessary to become adept at directing.

The student will learn about the wide variety of responsibilities a director assumes, as well as the range of knowledge every director needs to possess in order to communicate a story effectively on stage or screen. The course will cover the function of the director, script analysis, groundplan and blocking, working with the actor, creating a unified whole, and working collaboratively with a production team. In addition, the course will cover some of the similarities and differences between directing for the stage, film, and television. For students in careers outside the performing arts, this course offers opportunities to gain a deeper appreciation of the process of directing, increase personal self-confidence, and improve communication skills in a team setting.

TFT 2110 The NHCC Filmmaking Project: Capstone Class Credits: 3.00 Goal Area(s): na The North Star Film Project: Capstone Class (TFT 2110) is an academic class in which film degree candidates shoot the short films they wrote in the Introduction to Screenwriting class. Students meet at least one hour per week in a laboratory format and produce their short films, learning to plan, rewrite, cast, shoot, edit, and mix their films into finished products, ready for viewing. Students in this class may have already participated in the North Star Film Project: Student Activity Class (TFT 1110). Students in the Student Activity Class (TFT 1110) function as actors and crew for those in the Capstone Class.

Students in the AA Film Emphasis degree program should have done the following before taking this class:

- a completed short film script from the Introduction to Screenwriting class (TFT 1280);
- completed the Digital Video class (TFT1270); and.
- completed the Fundamentals of Directing class, (TFT 2010).

TFT 2500 Playwrighting Credits: 3.00 Goal Area(s): 06 Students will be introduced to the fundamentals of writing theatrical plays. They will be expected to work on several creative projects throughout the semester and to participate in workshops in which they will discuss and critique one another's work. Students may also be asked to complete other writing exercises and to analyze a selection of plays to gain a better understanding of the art of play wrighting. Prerequisites: Engl 1900

TFT 2950 Theatre Appreciation Field Trip Credits: Goal Area(s): 06 This class gives students an opportunity to attend theatre productions and explore back-stage theatre operations. Students will learn the components of dramatic production and establish a basis for evaluation a production. May be repeated for credit.

Faculty/Staff Directory	Degree (s)	Institution	Department
Abbott, Hannah Kay	BSN	South University	Nursing, Faculty
Agar, Will M	AA	University Of Minnesota Twin Cities	Art, Faculty
	BA	University Of Minnesota Twin Cities	
	MFA	University Of Minnesota Twin Cities	
Ahmann, Janice M			Finance
Ahola, Steven K	BS	Northern Michigan University	English for Speakers of Other Languages, Faculty
	MA	Central Michigan University	
	MED	Temple University	
Alexander, Robert H	BA	Hardin-Simmons University	Sociology, Faculty
	MA	Texas Tech University	
Anderson, Jocelyn			Communications
Anderson, Kristian David	MM	Arizona State University	Music, Faculty
	DMA	Florida State University	
Anderson, Michael J			Theatre, Faculty
Anderson, Michelle M	BSB	University Of Minnesota Twin Cities	Business and Computer Information Systems, Faculty
	MED	University Of Minnesota Twin Cities	
Asfaw, Abel	AS	North Hennepin Community College	Academic and Technology Services
	BS	Augsburg College	
	MS	University Of St Thomas	
Atkins, Debra E	AA	North Hennepin Community College	Testing Center
	BA	Metropolitan State University	
Awoyemi, Olamide Ruth	BS	Minnesota State University, Mankato	Academic Development, Faculty and Counseling and Advising
	MS	Minnesota State University, Mankato	
Backer, Paul B	BS	University Of Minnesota Twin Cities	Public Works, Faculty
Baez, Carlos	BS	Autonomus University Puebla	Spanish, Faculty
	MA	Ohio University Main Campus	
	PHD	University Of Minnesota Twin Cities	
Bagaus, Daniel A	AA	North Hennepin Community College	Art
	AAS	North Hennepin Community College	
Bajjnauth, Rabindranauth			Plant Services
Bailey, Scott A	BS	University Of Wisconsin-Superior	Communications, Faculty
	MA	Bethel University	
Banks, Amee Lynn Nefzger	AA	North Hennepin Community College	Counseling and Advising
	BA	Augsburg College	
Barilla, Colleen M	AA	Century College	Financial Aid
	AAS	Century College	
Bartelle, Candice Joy	BAS	University Of Minnesota-Duluth	Admissions and Outreach
	MED	Loyola University Of Chicago	
Bartholomay, Brian S	BA	Univ Of Minn-Mpls/St Paul	Psychology, Faculty
	MA	University of MN - Twin Cities	
	MA	University Of St Thomas	
Basam, Fati Omar			Academic and Technology Services
Bassuk, Jane Bette	MA	University Of Iowa	Art, Faculty
	MFA	University of Iowa	
Baumgart, Brian D	BS	Winona State University	English, Faculty

Faculty/Staff Directory	Degree (s)	Institution	Department
Bechtold, Brigid L	MFA	Minnesota State University, Mankato	English, Faculty
	BA	College Of Saint Benedict	
	MA	Saint Cloud State	
	MA	Fielding Institute	
Belko, Dawn M Bender, Judy S	PHD	Fielding Institute	Accounting and Fees
	BME	Saint Cloud State University	Music, Faculty
Bendickson, Joshua Scott	MFA	University Of Minnesota Twin Cities	Business, Faculty
	AA	Riverland Community College	
	BS	St. Cloud State University	
	MBA	Augsburg College	
Berg, Rachael C	BS	University Of Wisconsin-River Falls	Records and Registration
	MS	St. Cloud State University	
Besser, Ann C	BS	Minnesota State University, Mankato	English for Speakers of Other Languages, Faculty
Birchard, Michael J	MS	Georgetown University	Diversity and Multiculturalism
	BA	Saint Cloud State University	
Bjerke, Tracy L	MS	Saint Cloud State University	Fine Arts
	AA	North Hennepin Community College	
Bleifield, Elaina M	AAS	North Hennepin Community College	Dean of Science, Mathematics and Health Careers
	BA	Macalester College	
Boganey, Carolyn Denise	PHD	University Of Minnesota Twin Cities	Financial Aid Dean of Academic and Technology Services
	BA	Ithaca College	
Boike, Kristine Faye	AAA	Ridgewater College	Associate Dean of Student Affairs
	BSBA	St. Cloud State University	
	MBA	Cardinal Stritch College	
Borer, James A	AA	North Hennepin Community College	Nursing, Faculty
	BA	St. Cloud State University	
Botz, Dana	MA	Counseling Psychology	Nursing, Faculty
	BSN	University of Minnesota	
	MS	University of Minnesota	
Bowden, Pamela A	BSN	Minnesota State University, Mankato	Nursing, Faculty
	MS	University Of Minnesota Twin Cities	
Bradtke, Dale J	BS	Southwest Minnesota State University	Math Resource Center
Brosko, Stephen M			Plant Services
Brown, Gary E	BS	University Of Wisconsin-Platteville	Public Works, Faculty
	MA	Hamline University	
Brown-Whistler, Susan D	BA	Missouri Southern State College	Psychology, Faculty
	MA	University Of Arkansas At Fayetteville	
Burkey-Harris, Richel	BS	Muhlenberg College - Allentown, PA	English, Faculty
	MS	University of MN - Twin Cities	
Burnett, James Chad	BS	Grand Valley State University	Financial Aid
Butlett, Audrey Denise	BA	University Of Wyoming	Library Services
	MSLS	St. Catherine University	
Cahill, Dustin P			Academic and Technology Services
Campbell Charlebois, Margar	BS	Saint Cloud State University	Business, Faculty
	MBA	University Of Minnesota Twin Cities	

Faculty/Staff Directory	Degree (s)	Institution	Department
Cardona, Alejandro			Plant Services
Carey, Thomas R			Plant Services
Carlson, Brian J	BS PHD	University of Wisconsin-La Crosse University of Minnesota	Chemistry, Faculty
Carlson, Nicole Marie			Student Affairs
Carlson, Renae Marie	AA	Northland Community and Technical Colleg	Computer Information Systems, Faculty
Carlyon, Linda Rae	BS MS BA	Minnesota State University Moorhead Bemidji State University Gustavus Adolphus College	Nursing, Faculty
Carr, Karen Jean	MS BA MA	University Of Minnesota Twin Cities Saint Olaf College University Of Central Florida	English for Speakers of Other Languages, Faculty
Carter, ShaRon M			Financial Aid
Cashman, Jesse M	BA MA	College Of Saint Scholastica University Of St Thomas	Sociology, Faculty
Caudill, Jennifer Ren	AA AAS	North Hennepin Community College Brown College	Communications
Chavez, Eduardo Cortes			Plant Services
Chiza, Miriam E	PHD	Iowa State University	Student Success
Christian, Sophie	BM MM	University Of Michigan-Ann Arbor Indiana University-Bloomington	Music, Faculty
Clausen, Cheryl A	DMA	University Of Minnesota Twin Cities	Academic Affairs
Collins, Dean A	BS MA	South Dakota State University Webster University	Facilities
Collins, Joseph A	AAS BAS	North Hennepin Community College College Of Saint Scholastica	Academic and Technology Services
Colsch, Renee A	AF	Ridgewater College	Nursing, Faculty
Commers, Sara D	CERT	Gemological Institute Of America	Art, Faculty
Copa, Sandra	BA	Gustavus Adolphus College	Accounting, Faculty
Crawford, Claudia	MA BA MA	University Of Minnesota Twin Cities University Of Minnesota-Twin Cities University Of Minnesota-Twin Cities	Philosophy, Faculty
Crego, Ruth M	PHD BA MA	University Of Minnesota-Twin Cities University Of Minnesota-Morris English	English, Faculty
Crews, Shantle S	AA	North Hennepin Community College	Financial Aid
Crowe, Joseph S	BS BA	University Of Minnesota Twin Cities University Of Minnesota Twin Cities	Tutoring
Cullen, Sean L	AA	North Hennepin Community College	Physical Education, Faculty
Dabrowski, Gina L	BSCE AA	University Of Minnesota Twin Cities North Hennepin Community College	Art, Faculty
Dahn, Elton Sei	BA MFA MA	University Of Minnesota Twin Cities California Institute Of the Arts University Of Rochester	Public Safety

Faculty/Staff Directory	Degree (s)	Institution	Department
Danzl, Thomas J	BA	Saint Cloud State University	Biology, Faculty
	MA	Saint Cloud State University	
Darst, Lightsey	BFA	Florida State University	English, Faculty
	MFA	University Of Minnesota Twin Cities	
Davis, Ana	BA	University of London Kings College	English, Faculty
	MA	Bath Spa University	
			English for Speakers of Other Languages, Faculty
Davis, Harry L	BBA	Iowa State University	
	MA	Saint Cloud State University	
Davis, Sean J	BS	Lander University	Counseling and Advising
Dayton, Tiffany K	BS	University Of Wisconsin-River Falls	Student Support Services/TRIO
	MS	University Of Wisconsin-La Crosse	
de Moraes, Daniel	BSC	University Of North Dakota	Physical Education, Faculty
	MSC	University Of North Dakota	
Deonarine, Tanuja Tarmattee			Plant Services
Diamond, Patricia J	BA	Carleton College	Philosophy, Faculty
	MBA	University Of St Thomas	
Diedrich, Mary C	BA	University Of Minnesota Twin Cities	Dean of Student Success
	MA	University Of Minnesota Twin Cities	
	PHD	University Of Minnesota Twin Cities	
Doerrer Gile, Margaret A			Library Services
Doman-Flygare, Sarah E	BA	Hamline University	Counseling and Advising
Dombrovskis, Guntis	AA	North Hennepin Community College	Academic and Technology Services
	AS	North Hennepin Community College	
	BS	Metropolitan State University	
	MBA	Metropolitan State University	
Dombrovskis, Jordanna Ovedi	AA	North Hennepin Community College	Student Success
Donaldson, George C			Financial Aid and Library Services
Dooley, John Charles	BS	University of Wisconsin Milwaukee	Natural Sciences and Physics, Faculty
	MS	University Of Wisconsin-Milwaukee	
Dooley, Sean M	BA	University Of Wisconsin-River Falls	Theatre, Faculty
	MFA	University Of Minnesota Twin Cities	
Dumas, Denise M		Minneapolis Community & Technical Colleg	Business and Nursing
Elsbernd, Katie J	AS		Admissions and Outreach
Enos, Denise M	BA	Metropolitan State University	
	BS	Microbiology	Student Support Services/TRIO
Erickson, Chad P	AA	North Hennepin Community College	Academic and Technology Services
Erickson, Terra Lynn	BS	Winona State University	Nursing, Faculty
	MN	University Of Wisconsin-Madison	
Escamilla Beltran, Judith	BS	Monterrey Inst of Tech	Academic and Technology Services
Evans, Karen Joy	BA	Luther College	Bookstore
Evans, Miranda E	AAS	Anoka Technical College	Records and Registration
Evenson, Michelle Lynn			Human Resources
Everett, Jill M	BA	Augsburg College	Health and Physical Education, Faculty
	MED	University of Minnesota	
Ewert-Knodell, Mary L	BS	Minnesota State University, Mankato	Physical Education, Faculty

Faculty/Staff Directory	Degree (s)	Institution	Department
Fabozzi, Kirsten Ann	MA	Minnesota State University, Mankato	Academic Affairs
	AS	North Hennepin Community College	
	AA	North Hennepin Community College	
Farnum, Amy Jo	AA	North Hennepin Community College	Chemistry
	Farrah, Heidi	BES	Saint Cloud State University
Farrah, Kaelie	MFA	George Mason University	English, Faculty
	BA	Evergreen State College	
	MFA	Naropa University	
Fenske, Mary Gillen	BA	College Of Saint Benedict	Paralegal, Faculty
	JD	American University	
Ferlet, Virginia Marie			Counseling and Advising
Fiedler, Scott C			Plant Services
Finlayson, Karen Beth	BA	Hamline University	Library Services
Fitzpatrick-Timm, Stacy L	BA	Michigan State University	Communications, Faculty
	MA	Michigan State University	
	PHD	University Of Minnesota Twin Cities	
Flaherty, Francis J			Plant Services
Folk, Pamela P	BA	Saint Olaf College	Sociology, Faculty
Forestell, Meghan E	MSW	University Of Minnesota Twin Cities	Admissions and Outreach
	AA	Anoka-Ramsey Community College	
	BA	Saint Cloud State University	
	MSLS	Dominican University	
Forslund, Lisa-Jean Claire			Librarian
Forsman, Deanna D	BA	University Of California-Los Angeles	History, Faculty
	MA	University Of California-Los Angeles	
Fort, Lindsay M	PHD	University Of California-Los Angeles	Counseling and Advising
	BA	University Of St Thomas	
	MA	University Of Connecticut	
Foss, Mathew R	BS	Northeast Missouri State University	Mathematics, Faculty
	MA	Northeast Missouri State University	
		Columbia University In the City Of New York	English, Faculty
Fouilloux, Jean K	MFA	York	English, Faculty
Fox, Dennis J	BA	Wichita State University	Public Safety
	BS	Winona State University	
	MPH	University Of Minnesota Twin Cities	
Fry, Renae L	BA	University Of Minnesota Twin Cities	Dean of Business Career Programs
	JD	William Mitchell College Of Law	
Fuecker, Robert E	BA	Saint Johns University	Theatre
	MA	St. Cloud State University	
Fugate, Debra G	AA	Hibbing Community College	Academic and Technology Services
Gagnon, Shawn M	BA	Bemidji State University	English, Faculty
	MA	Bemidji State University	
Gaitan, Catherine F	BA	Saint Cloud State University	Communications, Faculty
	MA	Univ Of Minn-Mpls/St Paul	
Ganab, Bernard B			Plant Services
Gardenhire, Tara Joy			Recreational Activities
Gardner, Matthew R	BA	Saint Olaf College	Mathematics, Faculty
	MA	University Of Colorado At Boulder	
	BSC	Addis Abba University	
Gelgelu, Desta A	MA	University of Pune	Economics, Faculty
	PHD	University of Pune	

Faculty/Staff Directory	Degree (s)	Institution	Department
Gieser, Paul T	BS	University Of Minnesota Twin Cities	Biology, Faculty
Gill, Brendan R	PHD	University Of Minnesota Twin Cities	English, Faculty
	BA	Evergreen State College	
	MFA	Hamline University	
Goode, Michelle Ann	AA	North Hennepin Community College	Communications
	AS	North Hennepin Community College	
	BA	Concordia University, St Paul	
	BA	University Of Minnesota-Morris	
Gorrill, Charles J			Computer Science, Faculty
	MED	University Of Minnesota Twin Cities	
		Eastern New Mexico University-Main Campu	
Gould, Alexandra	BFA	University Of Southern Mississippi	Theatre, Faculty
	MFA		
Grady, Kathleen M	VC	Vocational Technical College	Academic and Technology Services
	AS	North Hennepin Community College	
Grafelman, Glenn A	BFA	Minneapolis College Of Art and Design	Art, Faculty
	MA	University Of California-Berkeley	
Graff, Jolene M			Human Resources
Grafft, Katherine K	BS	University Of Minnesota Twin Cities	Nursing, Faculty
	AA	Lakewood Cmty College	
Green, Jeremy D	AAS	Northwest Technical Institute	Public Safety
	AA	North Hennepin Community College	
	AS	North Hennepin Community College	
	AS	North Hennepin Community College	
	BA	Metropolitan State University	
	BS	Metropolitan State University	
Green, Katharine V	BA	University Of Minnesota Twin Cities	English, Faculty
	MA	Boston University	
Greenlee, Catherine Mary	BA	College Of Saint Scholastica	Nursing, Faculty
	MSN	Marquette University	
Grilz, Steven J			Plant Services
Grossnickle, Danny Jon	BA	St. Cloud State University	Communications, Faculty
	MA	University Of Minnesota Twin Cities	
	BS	St. Cloud State University	
	AA	Inver Hills Community College	
Guettler, Melissa Lynn	BA	Metropolitan State University	Disability Services
Gupta, Shamlall	BS	University Of Delhi	Mathematics, Faculty
	MS	University Of Delhi	
Haefner, Stacey A	MA	University Of Minnesota Twin Cities	Plant Services
	PHD	University Of Minnesota Twin Cities	
Hall, Daniel Barton	BS	Willamette University	Vice President of Finance and Facilities
Halvorson, Jon P	MBA	University Of Oregon All Campuses	Economics, Faculty
	BS	Bemidji State University	
	MA	The University of Alabama	
	PHD	The University of Alabama	
Hansen, Robert J	BA	University Of Minnesota Twin Cities	Sociology, Faculty
	MA	Minnesota State University, Mankato	

Faculty/Staff Directory	Degree (s)	Institution	Department
Harju, Brianna Lynn Harris, Richard A Harrison, Chauntel E	BA	Cahlmers University of Technology	Counseling and Advising Physical Education, Faculty Plant Services
Hass, William Albert	BA	St. Cloud State University	Academic and Technology Services
Hawkins, Catherine B	BS	University Of Alabama At Birmingham	Psychology, Faculty
	MA	University Of Alabama At Birmingham	
Hays, David E	PHD BA MA	University Of Alabama At Birmingham Macalester College University Of St Thomas	Chemistry, Faculty
Heidbrink, Lynn Marie Henderson, Chad Andrew	MS BSN BA MA	University Of Minnesota Twin Cities Winona State University Hamline University University Of St Thomas	Nursing, Faculty Student Affairs
Henneberg, Paula R Hennemann, Kathryn Ellen	AA BA	Lakewood Cmty College Metropolitan State University	Financial Aid Student Life
Herfert, Gretchen T			Nursing
Herman Isaacson, Carol S Herrera, Karen Jean Heskin, David Jerome	BS BA	Minnesota State University, Mankato College Of Saint Benedict	Plant Services Foundation Plant Services
Hill-Nelson, Candalee R	BSN	College Of Saint Catherine-Minneapolis	Nursing, Faculty
Hines, Robert E	MS PHD	University Of Minnesota Twin Cities University Of South Dakota Bowling Green State University-Main Camp	Biology, Faculty
Hlusak, Steve J	BS	Bowling Green State University-Main Camp	Mathematics, Faculty
Hoefs, Shawn R	MA AS	North Hennepin Community College	Public Safety
Hoffman, Susan K	BS	Univ Of North Dakota All Campuses	Computer Information Systems, Faculty
	MED	University Of Minnesota Twin Cities	
Holmes, Shawn Robert			Academic and Technology Services
Honeck, Alycia Y	BA	University Of Minnesota Twin Cities	Writing Center Business and Computer Information Systems, Faculty
Hook, Leslie Hall	BBA MBA	University Of Cincinnati-Main Campus Loyola University Lake Shore Camp	
Hueller, Patrick William	MED BA	University Of Minnesota Twin Cities Hamline University	English, Faculty
Huerth, Gerald T	MFA BA	University Of Minnesota Twin Cities University of Minnesota	Academic Development, Faculty
Hughes, Nerita L	BS	National American University	Professional Training and Development
Hunter, Tracii Y Ikeda, Leo	MBA BS BA	Saint Marys University Of Minnesota Iowa State University University of Minnesota	Student Success Biology, Faculty

Faculty/Staff Directory	Degree (s)	Institution	Department
Ikegwuani, Dorthey J	RN BSN MSN	Minneapolis Community and Technical Coll Bethel University Bethel University	Nursing, Faculty
Iverson, Elizabeth Jo	BS MS	Bemidji State University Bemidji State University	Student Support Services
Ives, Jamie Leigh			Diversity and Multiculturalism
Jenkins, Fred E			Physical Education, Faculty
Jensen, Joel K	BA MA PHD	Gustavus Adolphus College University Of Colorado At Boulder University Of Colorado At Denver	Philosophy, Faculty
Jentz, Gayle L	BS MS	Moorhead State University University of Minnesota	Academic Development, Faculty
Jentz, Paul E	BA MA MA	University Of Minnesota-Twin Cities University of Nothe Dekota Saint Cloud State University	History, Faculty
Johanek, Cynthia L	BA MA PHD	St. Cloud State University Ball State University Ball State University	English, Faculty
Johnson, Amy Lynette			Liberal Arts
Johnson, Karen S	AA BA MS	North Hennepin Community College Saint Cloud State University Saint Cloud State University	Geography, Faculty
Johnson, Michele L			Central Services
Johnson, Scott L	BA MA	Saint Olaf College Luther Seminary	Admissions and Outreach
Johnson, Shirley A	BA MSED	University Of Wisconsin-Eau Claire University Of Wisconsin-Eau Claire	Academic Development, Faculty
Johnson, Thomas H	ABD	University Of Minnesota Twin Cities	Engineering, Faculty
Johnson, Todd A	BS	Northwestern College	Business, Faculty
Jones, Megan	MA MS BS PHD	Saint Marys University Of Minnesota Old Dominion University Florida Institute Of Technology Louisiana State University-System Office	Geology, Faculty
Joshi, Hardik B	AA AS BA	North Hennepin Community College North Hennepin Community College Metropolitan State University	Academic and Technology Services
Juda, David J	BA	Carleton College	Physics
Judson, Patrick A	BSC	University of Ghana	Institutional Research
Kamara, Hassan H	AS MA	North Hennepin Community College Bethel University	Nursing, Faculty
Karnitz, Carol L			Academic and Technology Services
Kelsey, Daniel J	BS	Milwaukee School Of Engineering	Building Inspection Technology, Faculty
Kemp, Christine M	BSN MS	University Of Wisconsin-Milwaukee University Of Wisconsin-Milwaukee	Nursing, Faculty
Kern, John Michael			Plant Services
Kiehl, Carol I			Bookstore
Kiely, Benjamin M	BA MA	Saint Johns University University Of St Thomas	English, Faculty
Kilian, Carol H	BSN	Bethel University	Nursing, Faculty

Faculty/Staff Directory	Degree (s)	Institution	Department
	MS	University Of Minnesota Twin Cities	
Kirkeby, Lori J	BS	University Of Minnesota Twin Cities	Records and Registration
	MED	University Of Minnesota Twin Cities	
Kisongo, Ibuchwa G	BA	University Of Minnesota Twin Cities	Public Safety
Klimek, Leah Marie	BA	College Of Saint Benedict	Counseling and Advising
	MS	St. Cloud State University	
Klis, Mary Zins			Student Success
Kniebel, Madelyn Anna	BS	Bemidji State University	Business and Computer Information Systems, Faculty
	MA	University Of Minnesota Twin Cities	
Knipe, Mischelle M	AS	Anoka-Ramsey Community College	Nursing, Faculty
	BSN	Minnesota State University, Mankato	
Komara, Mamasu S	BS	Metropolitan State University	Biology
Konar, Mithat F	BA	University Of Minnesota Twin Cities	Computer Science, Faculty
	BSEL	University Of Minnesota Twin Cities	
Koopman, Michelle L	AS	College Of Saint Catherine-Minneapolis	Nursing, Faculty
	BSN	Bethel University	
	MN	Walden University	
Koska, Annette Michele			Student Success
Kotek, Margaret M	BS	College Of Saint Catherine-Saint Catheri	Associate Dean of Nursing
		University Of North Dakota-Main Campus	
	MSN		
Kreeger, Brian G	BS	University of California-Santa Barbara	Computer Science and Mathematics, Faculty
	MA	Eastern New Mexico University	
Krohn, Richard A	BS	University Of Wisconsin-Stout	Construction Management, Faculty
	MS	University Of Wisconsin-Stout	
LaMere, Lisa M	BA	University Of Minnesota-Duluth	Academic Development, Faculty
	MA	University Of St Thomas	
Lambrecht, Jennifer Summer	BS	University Of Wisconsin-Superior	Foundation, Executive Director
	MA	College Of Saint Scholastica	
Lang, Nicole	BA	Wartburg College	Mathematics, Faculty
	MS	Iowa State University	
Langlie, Annamarie F	BSED	Northern Illinois University	Mathematics, Faculty
	MA	University Of St Thomas	
Lao, True	BS	Metropolitan State University	Admissions and Outreach
Larson, Brian A	BA	North Dakota State Univ	Communications, Faculty
	MA	Bethel College	
Larson, Craig A	BA	Iowa State University	Librarian
	MA	University of Arizona	
	MA	Purdue University	
Larson, Mark L	BS	St. Cloud State University	English for Speakers of Other Languages, Faculty
	AA	Minnesota State Un-Akita	
	BA	University Of Minnesota Twin Cities	
	MA	St. Cloud State University	
Lasche, Haley A	BS	University Of Wisconsin-River Falls	English, Faculty
	MFA	Hamline University	
Lattimore, Don M	BSB	St. Cloud State University	Paralegal, Faculty

Faculty/Staff Directory	Degree (s)	Institution	Department
Lawrence, Geoffrey F	JD	William Mitchell College Of Law	Chemistry and Physics, Faculty
	BA	University Of Rochester	
	BS	University Of Rochester	
LePage, Peggy	MS	University Of Minnesota Twin Cities	Biology, Faculty
	BS	University Of Minnesota Twin Cities	
Lebus, Bruce E	PHD	University Of Minnesota Twin Cities	Philosophy, Faculty
	BA	Concordia College At Moorhead	
	MA	University Of Minnesota Twin Cities	
Lechowich, Sarah Beth Mason Leimbek, Melissa Marie	MA	University Of Minnesota Twin Cities	Communications, Faculty Admissions and Outreach
	BA	Saint Cloud State University	
	MA	Saint Marys University Of Minnesota	
Leintz, Alison B	BS	College Of Saint Catherine-Minneapolis	Records and Registration
	BS	Empire State Baptist School Of Theology	
Lemmer, Leatha C Level, Eric	BA	Pomona College	Communications and Foundation Computer Science, Faculty
	MS	University of Minnesota-Twin Cities	
	MS	University of Minnesota-Twin Cities Major: 000358 Computer/Info Sci	
	AF	Hibbing Community College	
Levesque, Andrew M Liesmaki, Natalie C Liew, Kean Woon	BS	Wichita State University	Financial Aid Nursing, Faculty Mathematics, Faculty
	MS	Wichita State University	
	MS	Wichita State University	
Lindsey, Noah Joh			Accounting and Fees
Lish, Heidie J	BS	University Of Minnesota Twin Cities	Health, Faculty
	MA	University Of Minnesota Twin Cities	
Little, Elisha A Little, Namibia Sylvia	BSBA	Tuskegee University	Admissions and Outreach Student Success
	MA	Minnesota State University, Mankato	
Lloyd, Christine Berry	BS	University Of Kentucky	Economics, Faculty
	PHD	University Of Kentucky	
	PHD	University Of Kentucky	
Lo, Eve Yang			Student Success
Longtine, Craig A	BS	University Of Minnesota Twin Cities	Biology, Faculty
	MA	Bemidji State University	
Lopez, Noemi	PHD	University Of Minnesota Twin Cities	Student Support Services
	BA	Gustavus Adolphus College	
Lorence, Larry James Lott, Melissa R	BA	University Of Minnesota Twin Cities	Academic and Technology Services Physical Education, Faculty
	AA	North Hennepin Community College	
	BS	University Of Minnesota Twin Cities	
	MED	University Of Minnesota Twin Cities	
Luebke, Todd E	AA	Staples Technical College	Academic and Technology Services

Faculty/Staff Directory	Degree (s)	Institution	Department
	AS	North Hennepin Community College	
Lumley, Diane B	BS	Minnesota State University Moorhead	Plant Services
Lund, Laura J	BA	Concordia College At Moorhead	English for Speakers of Other Languages, Faculty
MacLaughlin, Heather	MA	Hamline University	
	BA	Indiana University-Bloomington	Music, Faculty
	MM	Indiana University-Bloomington	
Macalena, Michelle R	DMA	University Of Minnesota Twin Cities	
	BS	St. Cloud State University	Mathematics, Faculty
Madia, Ashwin M	MA	Saint Marys University Of Minnesota	
	BS	University of Bombay	Business, Faculty
	MS	Maharaja Sayajirao University of Baroda	
	PHD	Maharaja Sayajirao University of Baroda	
Mahon, Cheri Dee	BS	Minnesota State University, Mankato	Mathematics, Faculty
Mallery, Silas J	MA	Minnesota State University, Mankato	
	BA	University Of Vermont and State Agricul	Anthropology, Faculty
	MA	University Of York	
Maloney, Darrell D	PHD	University Of Minnesota Twin Cities	
	BA	St. Cloud State University	Academic Development, Faculty
	MA	University Of Saint Thomas	
Mann, Cynthia L	MAT	University Of Iowa	Academic Development, Faculty
Manson, Kevin G	BS	University Of Illinois At Urbana	Student Life
Mantini, David S	BA	Luther College	Music, Faculty
	MM	University Of North Texas	
Markert, Russell Curtis	BS	University Of Minnesota Twin Cities	English, Faculty
Mason, Daniel E	MA	St. Cloud State University	
	BA	Saint Olaf College	Art, Faculty
	MA	University Of Iowa	
Matchinsky, Debra J	MFA	University Of Iowa	
	AA	North Hennepin Community College	Psychology, Faculty
	BA	St. Cloud State University	
	MS	Emporia State University	
Mathiason, Jerry	PHD	University of Missouri-Kansas	
	BFA	University of Minnesota	Art, Faculty
Matsen, William E	BA	University Of Minnesota-Duluth	English, Faculty
	MA	University Of Minnesota-Duluth	
	PHD	University Of North Dakota-Main Campus	
Matuszak, Steven S	BA	University Of Minnesota Twin Cities	English, Faculty
	MA	University Of Wisconsin-Milwaukee	
	ABD	University Of Wisconsin-Milwaukee	
May, Joseph A	BS	Minnesota State University, Mankato	Mathematics, Faculty
	MA	Minnesota State University, Mankato	

Faculty/Staff Directory	Degree (s)	Institution	Department
Mayo, Jolene A	BS MA	Suny College At Fredonia Masters of Arts	English for Speakers of Other Languages, Faculty
McAlpine, Cheryl A			Science
McCaffrey, Terri DMartin	BS MA	Minnesota State University, Mankato College Of Saint Scholastica	Nursing, Faculty
McClelland, Janet W	BA	Suny College At Oswego	Communications
McCoy, Erin Therese	BA	Saint Marys University Of Minnesota	Records and Registration
McDonagh, Diane M	BA MA	California State University-Northridge California State University-Northridge	American Sign Language, Faculty
McFall, Jan D	AA BA MA	Gulf Coast Community College Samford University Hamline University	English for Speakers of Other Languages, Faculty
McFarland, Diane S	MA	Teachers College At Columbia University	Nursing, Faculty
McGehee, Michael Charles	BA MA	University Of Minnesota Twin Cities University Of Delaware	English, Faculty
McGilp, Molly			Library Services
McKown, Scott D	BA	Bethel University	Building Inspection Technology, Faculty
McManus, Karen J	BA PHD BS BMUS	University Of Mass Medical Center Northwestern Health Sciences University Northwestern Health Sciences University University Of Massachusetts-Amherst	Biology, Faculty
McMeen, Linda A	BS	University Of Minnesota Twin Cities	Academic Development, Faculty
Melchior, Paul P	MED BA	University Of Minnesota Twin Cities Saint Johns University	Biology, Faculty
Melin, Karen E	MS AAS	University Of Minnesota Twin Cities Anoka-Ramsey Community College	Human Resources Plant Services
Meyers, Lawrence D			
Miller, Anthony R	BA MA	University Of Minnesota Twin Cities University Of Chicago	English, Faculty
Miller, Karla	BM MM	Augsburg College St. Cloud State University	Music, Faculty
Millis, Louise	BS MS	Western Connecticut State University University Of Wisconsin-Oshkosh	Biology, Faculty
Moberg, Debra	BFA BS MS	Fort Hays State University Washington State University Washington State University	Biology, Faculty
Moebeck, Kristi A	AA BA	North Hennepin Community College Metropolitan State University	Counseling and Advising
Mohammed, Sidow A	BA MA PHD MA	Somali National University Khartoum Int'l Institute for Arabic Lang Um Durman Islamic University Grand Canyon University	Arabic, Faculty

Faculty/Staff Directory	Degree (s)	Institution	Department
Moore, James Ace	BA MFA	University Of Iowa Hamline University	English, Faculty
Moore, Susan Kathleen	BS MS EDD	Minnesota State University, Mankato Minnesota State University, Mankato Hamline University	Academic Development, Faculty
Moua Veronikas, Mao	AAS	North Hennepin Community College	Professional Training and Development
Mullen, Benjamin	BA	University Of North Dakota-Main Campus	Counseling and Advising
Muna, Cynthia R	AA BA MED	Shoreline Community College Western Washington University Western Washington University	Counseling and Advising
Murphy, Bridget L	BA MA	College Of Saint Catherine-Minneapolis Georgetown University	English, Faculty
Murphy, Dennis D			Plant Services
Murphy, Nora Elizabeth	BA MFA	University Of Chicago Hamline University	English, Faculty
Narayan, Gopalakrishnan	BS MS	Bangalore University Bangalore University	Mathematics, Faculty
Neary, Timothy C	MPH BA MBA	Saint Louis University-Main Campus University Of Washington University Of Puget Sound	Business, Faculty
Nellis, Troy A	BS MSED	University Of Wisconsin-Stevens Point Illinois State University	Service Learning
Newborg, Deane M	BA MS	Texax Lutheran University Texas State University	Mathematics, Faculty
Newman, Bob J			Plant Services
Nguyen, Benjamin T			Academic and Technology Services
Nicolai, Gregory M	BA MFA	University Of Michigan-Flint Minnesota State University, Mankato	English, Faculty
Nikolas, Laura Carol	BS	University Of Wisconsin-River Falls	Financial Aid
Nist, John A	MED BS	University Of Wisconsin-La Crosse Univ Of Minn-Mpls/St Paul American Film Inst-Ctr Advanced Film & T	Film, Faculty
Nocella, Anthony John	MFA BA MA MS	University of St. Thomas Fresno Pacific University Syracuse University	Sociology, Faculty
Novak, Joseph James	PHD BA MS	Syracuse University Macalester College University Of Colorado At Boulder	Institutional Research
Nyhus, Susan E	BA MA MA BFA	Saint Olaf College University Of Minnesota Twin Cities University Of Minnesota Twin Cities University Of Wisconsin-Stout	English for Speakers of Other Languages, Faculty
O'Brien, John	PHD	University Of Minnesota Twin Cities	President

Faculty/Staff Directory	Degree (s)	Institution	Department
O'Donnell, Holly C	M.Phil	University of Dublin, Trinity College-	
	BA	Republic of Ireland	
	AAS	Augustana College	
Olson, Kaye F		North Hennepin Community College	Testing Center
	BS	Minnesota State University, Mankato	Business and Computer Information Systems, Faculty
Olson, Sean Pierre	MED	University Of Minnesota Twin Cities	
	BA	College Of Saint Scholastica	Admissions and Outreach
Olson, Sheryl A	AA	North Hennepin Community College	Institutional Research
	BA	St. Cloud State University	
	MS	St. Cloud State University	
Olsson, Jacqueline L	BS	Northern Arizona University	Associate Dean of Financial Aid
	MED	Oregon State University	
Oreck, Lorrie	AA	Normandale Community College	Communications, Faculty
	BA	College Of Saint Catherine-Minneapolis	
Osborne, Susan Kay	MA	University Of Iowa	
	AAS	North Hennepin Community College	Accounting and Fees
	AS	North Hennepin Community College	
	BA	University Of Wisconsin-Milwaukee	Sociology, Faculty
Ostrand, Linda L	MA	University Of Wisconsin-Milwaukee	
	BS	Bellevue College	Public Safety
Pakieser, Erik D		University Of Wisconsin-Eau Claire	Physical Education
	BS	University Of St Thomas	Counseling and Advising
Parker, Robert Earl		University Of St Thomas	
	MA		Plant Services
Parks, Jenna Lynn	BFA	School Of the Associated Arts	Art, Faculty
	BS	Bangalore University - India	Chemistry, Faculty
	MS	Bangalore University - India	
	PHD	Bharathidasan University - India	
Patterson, Dawn E			Chemistry
	AA	North Hennepin Community College	Student Support Services
Pauley, Steven E	BA	Metropolitan State University	
	BA	Yale University	Philosophy, Faculty
Paulus, Eugenia T	MA	University Of Colorado At Boulder	
	PHD	University Of Colorado At Boulder	
	AAS	North Hennepin Community College	Counseling and Advising
	BA	Bethel University	
Pelton, Steve Glen			Mathematics, Faculty
Peterson, Alice S	MED	University Of Minnesota Twin Cities	
	MA	University Of Illinois At Urbana	Communications and Theatre, Faculty
Peterson, Joel L	PHD	University Of Minnesota Twin Cities	
	BS	University Of Minnesota Twin Cities	Biology, Faculty
Phillips, Katherine	MA	University Of St Thomas	Professional Training and Development
	AS	Ottumwa Heights College	Nursing, Faculty
	BS	Upper Iowa University	
Phillips, Julien	BSN	University of Minnesota - Twin Cities	
	MS	University of Minnesota Twin Cities	
Phillips, Katherine			Vice President of Student Affairs and Enrollment Management
	BA	Gustavus Adolphus College	
Philmon, Leslie Anne	MA	University Of Minnesota Twin Cities	
	MA		
Pins, Cynthia L			
Pirius, Landon K			

Faculty/Staff Directory	Degree (s)	Institution	Department
	PHD	University Of Minnesota Twin Cities	
Plachecki, Frank J	BS	University Of Minnesota Twin Cities	Business, Faculty
	MA	University Of Minnesota Twin Cities	
	PHD	University Of Minnesota Twin Cities	
Pope, Cynthia M	BS	Minnesota State University, Mankato	English, Faculty
	MA	Minnesota State University, Mankato	
	MA	Minnesota State University, Mankato	
Pope, Deborah J	AA	St Cloud Technical and Community College	President's Office
Pope, Lisa M	BA	North Park University	Mathematics, Faculty
	MA	Indiana State Univ	
Poulakis, Lisha F	AAS	North Hennepin Community College	Central Services
Prenzlow, Brady	BS	Winona State University	Business, Faculty
	MED	University Of Minnesota Twin Cities	
	MBA	St. Cloud State University	
Present, Irene N	BA	Indiana State University	Mathematics, Faculty
	MA	University Of St Thomas	
Puchtel, Teresa Mary	AS	North Hennepin Community College	Business
Quintanilla, Rene Mariona			Plant Services
Rabindranauth, Anglie D			Plant Services
Rabindranauth, Surendra K			Plant Services
Rafferty, Jake L	BS	St. Cloud State University	Chemistry, Faculty
	PHD	University Of Minnesota Twin Cities	
Ramsahai, Sabita Devi			Plant Services
Ranelle, Deborah S	BA	Winona State University	Business, Faculty
	MBA	Capella University	
Range, Louise R	BA	University Of Minnesota Twin Cities	Testing Center
Ranta, Michelle	MFA	The New York Academy of Art	Art, Faculty
	BFA	Univ Michigan-Ann Arbor	
Rauk, Katharine	BA	Saint Olaf College	English, Faculty
	MA	University Of Chicago	
	MFA	Bennington College	
Reinke, Jane A	BA	Indiana University-Bloomington	Vice President of Academic Affairs
	MS	Indiana University-Bloomington	
Ricci, Michael A	BA	Suny Plattsburg Afb Prog	Theatre, Faculty
	MFA	Florida State University	
Rice, Therese	BA	University Of St Thomas	Accounting, Faculty
Rich, Pele Eve	PHD	University of CA - Riverside	Biology, Faculty
Rinta, Cindy E	AA	Mesabi Cmty Col Eveleth Campus	Accounting and Fees
	BS	Bemidji State University	
Roam, Karen Kay	AAS	North Hennepin Community College	Counseling and Advising
	AS	North Hennepin Community College	
	AA	North Hennepin Community College	
	BSBA	Metropolitan State University	
		University Of North Dakota-Main Campus	
Roberts, Mary L	BSN		Nursing, Faculty
	MSN	University of Phoenix	
Robison, Mark William	BS	University of Minnesota	Mathematics, Faculty
	BS	University Of Minnesota Twin Cities	

Faculty/Staff Directory	Degree (s)	Institution	Department
Roden, Erin Marcia	MS	New Mexico Vocational Technical Sch	
Roethke, Delores A	AS	North Hennepin Community College	Nursing
	BA	University Of Wisconsin-Eau Claire	Academic Development, Faculty
	MFA	Hamline University	
Root, Jacquelyn E			Professional Training and Development
Ross, Barbara Jane	AA	North Hennepin Community College	Records and Registration
Ross, Tinna M	BA	University Of St Thomas	Biology, Faculty
Rundquist, Suellen O	PHD	University Of Minnesota Twin Cities	
	BA	Saint Olaf College	Dean of Liberal Arts
	MA	University Of Minnesota-Twin Cities	
	MA	University Of Minnesota-Twin Cities	
Rusnacko, Robert J	PHD	University Of Minnesota-Twin Cities	
	AA	Anoka-Ramsey Community College	Accounting, Faculty
Russell, DeAnna	BS	St. Cloud State University	
	BS	St. Cloud State University	Academic Development, Faculty
Russell, John D	MS	St Mary's Hosp School Of Rad Tech	
Rustad, Carla Y			Plant Services
Rustad, James A			Plant Services
Sagbo, Mawusse C			Plant Services
Samuels, Andra L			Student Success
	BA	University Of Iowa	Political Science, Faculty
	MA	University Of Colorado At Denver	
Sandler, Boris	BEE	University Of Minnesota Twin Cities	Computer Science, Faculty
Sayen, Crystal A	AAS	North Hennepin Community College	Student Life
	BS	St. Cloud State University	
Sayler, Mary	MSN	Walden University	Nursing, Faculty
Schaefer, Elizabeth A	BA	Gustavus Adolphus College	
	MA	Hamline University	Professional Training and Development
Schaekel-Byholm, Cynthia Ly			Student Success
Schendzielos, Samantha Anne	BS	Saint Cloud State University	Counseling and Advising
	MS	St. Cloud State University	
Schiller-Michels, Linda S	BS	St. Cloud State University	Health, Faculty
Schlueter, Bruce D	MS	Minnesota State University Mankato	
	BS	Saint Cloud State University	Mathematics, Faculty
	MA	St. Cloud State University	
Schmidt, Susan A	BA	Concordia University, St Paul	Accounting and Fees
Schoch, Jason Glenn	BFA	Truman State University	Art, Faculty
Schorn-Rhoda, Mary Ann	MFA	University Of Minnesota Twin Cities	
	BSN	Winona State University	Nursing, Faculty
	MSN	University Of Minnesota Twin Cities	
	5YR	University Of Wisconsin-Madison	
Schreiner, Steven James	BS	Minnesota State University, Mankato	Bookstore
Schueller, Jake			Records and Registration
Scott, Andrew Thomas	BA	Augsburg College	Physical Education, Faculty
	MA	University Of Minnesota Twin Cities	
Scow, Kay L	BSME	University Of Minnesota Twin Cities	Computer Information Systems, Faculty

Faculty/Staff Directory	Degree (s)	Institution	Department
Seaborn, Allison C	MBA	University Of St Thomas	Communications, Faculty
	MS	University Of St Thomas	
	AA	Anoka-Ramsey Community College	
Shaver, Jonathan M	BA	University of Minnesota Twin Cities	Biology, Faculty
	MA	University of Minnesota Twin Cities	
	BS	Ohio State University-Main Campus	
Sherman, Connie M	MS	University Of Minnesota Twin Cities	Disability Services
	PHD	University Of Minnesota Twin Cities	
	BA	Chatham College	
Shih-Knodel, Nancy C	MA	University Of Minnesota Twin Cities	English, Faculty
	MA	University Of Wisconsin-Madison	
	PHD	University Of Wisconsin-Madison	
Siegel, Shelly R	BS	University Of Minnesota Twin Cities	Student Support Services
Simenson, Janet E	MED	University Of Minnesota Twin Cities	Accounting and Fees
			Professional Training and Development
Simpson, Sonja C	MSN	College Of Saint Scholastica	Nursing, Faculty
Skillings, Kirsten	BA	South Dakota State University	Nursing, Faculty
Sladek, Mary L	MA	University Of Minnesota Twin Cities	Academic Development and Education, Faculty
	BA	Saint Marys University Of Minnesota	Nursing, Faculty
	MA	University Of St Thomas	
Smarjesse, Stephen N	BSN	North Dakota State University	Nursing, Faculty
Smith, Kathryn A	MSN	University Of Minnesota Twin Cities	Chemistry, Faculty
	BS	University Of Wisconsin Extension	
Smith, Lisa I	MS	University Of Minnesota Twin Cities	Counseling and Advising
	AA	Century College	
	BA	University Of Minnesota Twin Cities	
Smith, Victoria Rae	MA	Saint Mary's University of Minnesota	Health, Faculty
	PHD	University Of Minnesota Twin Cities	
	BS	Eastern Montana College	
Smith, Deborah A	MS	Portland State University	Nursing, Faculty
	BSN	University Of Minnesota Twin Cities	
Staael, Thomas A	MED	University Of Minnesota Twin Cities	Academic Development, Faculty
	BSED	Minot State University	
	MED	University Of Minnesota Twin Cities	
Stapleton, Brad Steven	BS	Colorado State University	Physics, Faculty
	MS	Washington State University	
Steele-Italiano, Rhonda Lee	BA	Argosy University	Academic Development, Faculty
	MS	Capella University	
Steen, Elizabeth Erin	BS	Pacific Lutheran University	Mathematics, Faculty
	MS	University Of Minnesota Twin Cities	
Steffens, Gary J			Academic and Technology Services

Faculty/Staff Directory	Degree (s)	Institution	Department
Stoefen, Jessica Josephine	BA	University Of Minnesota Twin Cities	Nursing, Faculty
Strittmater, Ronald A	MA BS MBA	University Of Minnesota Twin Cities Wisconsin State College Fairleigh Dickinson University	Accounting, Faculty
Swenson, Susan E	AA	North Hennepin Community College	Liberal Arts and Mathematics
Tabbert, Cody W	BS MA	University of Wisconsin-River Falls Minnesota State Univ-Mankato	Mathematics, Faculty
Tanner, Dawn R	MS	University Of Minnesota Twin Cities	Biology, Faculty
Terry, Penny J			Professional Training and Development
Thomas, Anna L	AS	North Hennepin Community College	Health and Wellness
Thomas, Anthony M			Plant Services
Thrasher, Matthew J			Student Success
Tracy, Lisa Naomi	BA MS	University Of St Thomas University Of Otago	Biology, Faculty
Utz, Cheryl M			Human Resources
Vaia, Carol M	BS JD	Northwestern College William Mitchell College Of Law	Paralegal, Faculty
Van Asten, Sara	MS BA	University Of Minnesota Twin Cities University of Minnesota Twin Cities	Mathematics, Faculty
Verdun, Marianne K	BA MA	Bemidji State University Bemidji State University	English, Faculty
Versaguis, Felix	MS	Minnesota State University, Mankato	Spanish, Faculty
Versaguis, Lori Ann	BSC AS MSN	Minnesota State University, Mankato Rochester Community & Technical College Augsburg College	Nursing, Faculty
Volk, Tatyana	MS	Electrical Engineering College of Russia	Computer Science, Faculty
Volk, Ted L	MS	Leningrad Mechanical Institute	Computer Science, Faculty
Vue, Kou	BA	University Of Minnesota Twin Cities	Admissions and Outreach
Wade, Tina M	BS MS	St. John Fisher College University of Minnesota Twin Cities	Chemistry, Faculty
Wagner, Nancy C	BS	Bemidji State University	Business and Computer Information Systems, Faculty
Warnest, Linda D	BSN MS	Augsburg College University of Minnesota Twin Cities	Nursing, Faculty
Warren, Jessica Castora	BS MS	Villanova University San Diego State University	Physics, Faculty
Weimholt, Joan	BS MS	Augsburg College University Of Minnesota Twin Cities	Math Resource Center
Wells, Mary E	BSN MS	University of Minnesota University of Minnesota	Nursing, Faculty
Wendel, Don	BS	University of Wisconsin	English, Faculty
Westover, Jonas M	MA BA MA PHD	California Polytechnic State University Univ Of Minn-Mpls/St Paul Univ Of Minn-Mpls/St Paul Cuny Graduate School and University Cent	Music, Faculty
Whalen, Lisa	BA	College Of Saint Catherine-Minneapolis	English, Faculty

Faculty/Staff Directory	Degree (s)	Institution	Department
Willadsen-Jensen, Eve	MA	Hamline University	Psychology, Faculty Dean of Fine Arts, Assessment and Professional Development
	PHD	Capella University	
	PHD	University Of Colorado At Boulder	
Wilson, Jane V	BM	University of Wisconsin-Madison	Psychology, Faculty Dean of Fine Arts, Assessment and Professional Development
	MM	University of Wisconsin-Madison	
	MS	St. Cloud State University	
Wolfe, Beverly Jean	BA	University Of Minnesota Twin Cities	Political Science, Faculty
	JD	University Of Minnesota Twin Cities	
Woodbury, Shawn M	BA	University Of Minnesota Twin Cities	Business and Paralegal, Faculty
	JD	University Of Minnesota Twin Cities	
Worku, Kidist K	AS	North Hennepin Community College	Testing Center
	BS	Metropolitan State University	
	BS	Metropolitan State University	
Wujcik, Rebecca A	AA	North Hennepin Community College	Plant Services Financial Aid
	AA	North Hennepin Community College	
Xiong, MaiKao	AA	North Hennepin Community College	Financial Aid
	AA	North Hennepin Community College	
Xiong, Yaushi A	AA	Catawba Valley Community College	Accounting and Fees
	AA	Catawba Valley Community College	
	AA	Catawba Valley Community College	
Yang, Bor R	BA	Catawba Valley Community College	Paralegal, Faculty
	BA	University Of Wisconsin-Madison	
	JD	University Of Minnesota Twin Cities	
Yang, Maria	BA	University Of Minnesota Twin Cities	Counseling and Advising
Yechout, Patty L			Academic and Technology Services
Young, David William	BA	Macalester College	Bookstore
Zainer, Leanne D	BS	University of Wisconsin-Eau Claire	English, Faculty
	MA	University of Wisconsin - Madison	
	PHD	University of Wisconsin - Madison	
	BA	Saint Johns University	
	BFA	University Of New Mexico	
Zerendow, Christopher P	BA	Saint Johns University	Art, Faculty
	BFA	University Of New Mexico	
	MA	University of Minnesota	
Zhao, Peng	BA	Nankai University	Chemistry, Faculty
	MS	University Of Minnesota-Duluth	
	MS	University Of Minnesota-Duluth	
Zieminski, Julianne T	PHD	University Of Minnesota Twin Cities	Physical Education, Faculty
	BS	Physical Education	
	MED	University of Minnesota Twin Cities	