

# 2016-2017 Academic Calendar

## 2016 Fall Semester (16 weeks)

Faculty Returns	Aug 15
Staff/Faculty Convocation, Tsaile Campus	Aug 16
Student Orientation	Aug 17
On-Site Registration	Aug 18-19
Faculty Retreat	Aug 19
Residence Halls Open	Aug 21
Instruction Begins	Aug 22
Last Day to ADD Classes	Aug 26
Labor Day ( <i>holiday</i> )	Sept 05
Last Day to Drop/Withdraw without "W"	Sept 09
21-Day Count	Sept 12
Intercampus Day, Shiprock (No Classes, Read/Study Day)	Oct 07
Midterm Exam Week (8 weeks)	Oct 10-14
Last Day Registration for 2 <sup>nd</sup> 8 week w/ Fee	Oct 14
Spring 2017 Registration Begins	Oct 17
Midterm Grades Due	Oct 17
Last Day to Drop/Withdraw with "W"	Oct 21
Last day for Instructor Drops	Nov 18
Thanksgiving Day ( <i>holiday</i> )	Nov 24
Dine' Family Day ( <i>holiday</i> )	Nov 25
Last Day of Instruction	Dec 02
Final Exam Week (16 weeks)	Dec 05-08
Final Exam Grades Due	Dec 12
Holiday Break	Dec 22-Jan 02

## 2017 Spring Semester (16 weeks + SPR Break)

Faculty Returns	Jan 09
Staff/Faculty Convocation, Tsaile Campus	Jan 10
Student Orientation	Jan 11
On-Site Registration	Jan 12-13
Residence Halls Open	Jan 16
Martin Luther King Day ( <i>holiday</i> )	Jan 16
Instruction Begins	Jan 17
Last Day to ADD Classes	Jan 20
Graduation Petition Deadline for SPRING 2017	Jan 27
Last Day to Drop/Withdraw without "W"	Feb 03
21-Day Count	Feb 06
Late Graduation Petition w/ fee	Mar 10
Intercampus Day, Shiprock (No classes, Read/Study Day)	Mar 10
Midterm Exam Week (9 weeks)	Mar 13-16
Last Day Registration for 2 <sup>nd</sup> 8 week w/ Fee	Mar 17
Midterm Grades Due	Mar 20
Fall & Summer 2017 Registration Begins	Mar 20
Spring Break, All Sites	Mar 20-24
Last Day to Drop/Withdraw with "W"	Mar 24
Last Day for Instructor Drops	Apr 21
Academic Achievement Awards	Apr 28
Last Day of Instruction	May 05
Final Exam Week	May 08-11
Graduation Commencement	May 12
Final Exam Grades Due	May 15
Bachelor of Bus Administration Admission Deadline	June 01
Bachelor of Elem Education Admission Deadline	June 01

## 2017 Summer Session (10 Weeks)

Final Registration Summer Session I & 10 weeks	May 26
Residence Halls Open	May 29
Memorial Day ( <i>holiday</i> )	May 29
Summer Session I	May 30 to June 30
Summer Session 10-week	May 30 to Aug 04
Final Registration Summer Session II	June 30
Summer Session II	July 03 to Aug 04
Independence Day ( <i>holiday</i> )	July 04

**Students must be fully admitted into Diné College prior to course registration.**

# Diné College

## GENERAL CATALOG

2016 - 2017



**TSAILE, ARIZONA 86556**  
**1-877-988-DINE**

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Diné College reserves the right to make changes at any time to any provision of this Catalog.  
Students will be notified of changes to this published catalog by an updated 2016-2017 Catalog Addendums.

This Catalog sets forth the official policies, rules, and regulations  
which applies to every student attending the College.

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Photos: Office of Institutional Planning and Reporting

Catalog Editing and Entries:  
2016-2017 Catalog Committee

The typeface used in this Catalog is Microsoft Publisher.

**The Higher Education Institution of the Navajo Nation since 1968**



# Table of Contents

<b>Academic Calendar</b>	<b>01</b>	Charges/Payments	16
<b>President's Message</b>	<b>07</b>	Refund Policy	16
		Fall or Spring Semester Tuition Refund	17
<b>About Diné College</b>	<b>08</b>	Summer Sessions Tuition Refund (5-10 weeks)	17
College Mission	08	Diné College Bookstore	17
College Vision	08	Fax Fees	17
College Principles	08	Copy Fees	17
College Values	08	Textbook	17
Diné College History	08	Merchandise Refund/Return Policy	17
Accreditation	09	Department Purchased Gifts	17
One College, Multiple Sites	09	Residence Hall	18
Diné College Campuses/Centers	09	Housing Cost by Semester	18
Non-Discrimination Policy	09	Student Family Apartments	18
Title IX	09	Student Meal Plans	18
Notification of Rights under FERPA	09	Dorm Room and Meal plan Refund	19
Drug-Free and Zero Tolerance Policy	10	Student Family Refund Policy	19
Jeanne Clery Act	10		
Campus Crime Information	11	<b>Financial Aid</b>	<b>20</b>
Student Complaints and Recommendations	11	Office of Financial Aid & Scholarships	20
		Cost of Attendance (COA)	20
<b>Admission Policies and Procedures</b>	<b>11</b>	Satisfactory Academic Progress Policy (SAP)	20
Admission Requirements	11	Qualitative Standard	21
Letter of Admission	11	Quantitative Standards (Pace)	21
Denial or Cancellation of Admission	11	SAP Impact of Source Repetition, Withdrawals,	21
International Students	11	Incompletes, Transfer Credits, Changes in Major	
Student Status	12	Course Repetition	21
Full-Time	12	Official Withdrawal	21
Part-Time	12	Unofficial Withdrawal	21
Degree Seeking	12	Incompletes	21
Non-Degree-Seeking	12	Transfer Credits	21
First-Time Freshman	12	Change in Major	21
Transfer Students	12	Additional Degree(s)	21
Returning Students	12	Repeat	22
Stopped Out Students	12	Retake	22
Bachelor Degree Admission Process	12	Financial Aid Warning	22
High Concurrent Enrollment (Non-Degree)	12	Financial Aid Suspension	22
Dual Credit Program	12	Financial Aid Appeal Process	22
Student Eligibility	13	Reinstatement of Financial Aid Eligibility	22
Eligible Classes	13	Financial Aid Probation	22
Dual Credit Placement Tests	13	Return to Title IV (Refund & Repayment Policy)	23
Enrolling in Dual Credit Courses	13	Changes that May Impact Eligibility	23
Tuition and Fees	13	Federal Pell Grant Duration of Eligibility	23
Textbooks	13	Pell Grant Lifetime Limit	23
Academic Advising	13	Completion Rate/Pace & Maximum Timeframe	23
Student Orientation	13	Maximum Timeframe/Pace	23
Placement Tests	14	Paying Prior-Year Charges	23
		Federal Work Study Program (FWS)	23
<b>Student Life</b>	<b>15</b>	Student Consumer Information	24
		Payment Plan	24
<b>Tuition and Fees</b>	<b>16</b>	Office of Financial Aid & Scholarships Contact	24
Tuition	16	Certificate Program Title IV Eligibility	24
Required Fees (Non-Refundable)	16	Office of Financial Aid & Scholarships Location/	24
Technology Fee	16	Contact	24
Activity Fee	16	Grants and Scholarships	24
Cancelled Course Policy	16	Office of Navajo Nation Scholarship &	
Payment Options	16	Financial Assistance	24
Payment Plan	16		

# Table of Contents

Internal Scholarships	25	Academic Status Change	35
External Scholarships	25	Academic Suspension	36
<b>Student Services and College Resources</b>	<b>27</b>	Access to and Confidentiality of Records	36
Student Services at Diné College	27	Administrative Withdrawal	36
Adult Education Program	27	Auditing Courses	36
Associated Students of Diné College (ASDC)	27	Change of Grade	36
Athletics	27	Change of Major	36
Financial Support for Student Athletics	27	Non-Degree Seeking to Degree Seeking	36
Intercollegiate Athletics for Men and Women	27	Changing Degree Type	37
Eligibility for Intercollegiate Sports	27	Adding a Major (Dual Major)	37
Student Athletes Class Attendance	28	Class Attendance	37
Student Athletes on Satisfactory Academic Progress (SAP)	28	Course Change or Cancellation	37
Satisfactory Completion	28	Course Substitution	37
Falsification of Records	28	Credit-by-Examination	37
Intermural Sports for Men and Women	28	Dropping and Adding Course(s)	37
Cafeteria	28	Non-Grade Designations	38
Campus Security	28	Enrollment Status	38
Parking Permits	28	General Grade Appeal	38
Career Services	28	Grade Point Average (GPA) System	39
Computer Services	29	Graduation Requirements	39
Warrior Web	29	Reading Proficiency Requirement for Graduation	39
Counseling Services	29	Graduation Degree Checklist	40
Disability Support Services	29	Graduation Regalia	40
Diné Environmental Institute (DEI)	29	Graduation Exercise	40
Diné Policy Institute (DPI)	30	Graduating Catalog year	40
HS Equivalency (HSE) Tests and Credentials	30	Graduation Petition	40
Land Grant Office (LGO)	30	Graduation with Honors	40
Land Grant Office Internship	31	Hold on Student Records	41
Learning Centers	31	Instructor Drop	41
Library Services	31	Midterm and Final Grade Report	41
Library Card	31	Military Service Credit	41
Ned Hatathli Museum	31	Participation in College-Sponsored Events	41
Navajo Language Proficiency Test	32	Repeating Courses	41
Residence Life Program	32	Satisfactory Academic Progress Policy (SAP)	41
Student/Family Dorms	32	Student Rights and Responsibilities	41
Family Apartments for Married/Single Parents	32	Transcripts	41
Application Procedures and Eligibility Requirements	32	Transfer Credits	42
Deposit	33	Withdrawal from College	42
Guest Housing	33	<b>General Education</b>	<b>42</b>
College Success Department	33	Gen Ed Mission Statement	42
Student Activities	33	Course Information	42
Student Clubs and Organizations	34	Important Note Regarding General Education	42
Transfer Services	34	General Education Program Requirements	43
Veteran Services	34	Communications Requirements	43
<b>Academic Policies</b>	<b>35</b>	Humanities and Fine Arts Requirements	43
Academic Appeals	35	Mathematics Requirements	44
Academic Course Load	35	Navajo and Indian Studies Requirements	44
Academic Integrity	35	Physical/Health Education Requirements	44
Academic Probation	35	Science Requirements	44
Academic Recognition	35	Social and Behavioral Science Requirements	44
Academic Standing	35	Transferring General Education Credits	44
		Transfer to Arizona Universities	44
		Arizona General Education Curriculum (AGEC) Requirements	45
		AGEC-A for Liberal Art Majors	46
		AGEC-B for Business Administration Majors	46

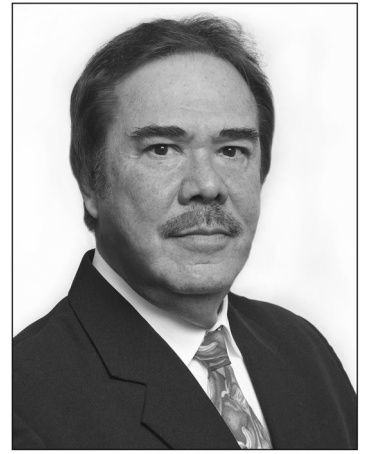
# Table of Contents

AGEC-S for Mathematics and Science Majors	47	Business and Office Administration (BUS)	71
Transfer to New Mexico Universities	47	Chemistry (CHM)	73
The New Mexico General Education Common Core	47	Communication (COM)	74
<b>Degree and Certificate Programs</b>	<b>48</b>	Computer Information System (CIS)	74
<b>Certificate Programs</b>	<b>48</b>	Computer Science (CSC)	74
Digital Arts Certificate	48	Digital Arts (DA)	75
Irrigation Technician Certificate	50	Early Childhood Education (ECE)	76
Navajo Nation Leadership Certificate	50	Economics (ECO)	77
Natural Resources Certificate	51	Education (EDU)	77
Navajo Cultural Arts Certificate	51	Engineering (EGR)	81
Public Health Certificate	51	English (ENG)	81
<b>Endorsement Programs</b>	<b>53</b>	Environmental Science and Technology (ENV)	82
Early Childhood Education Endorsement	53	Educational Professional Development (EPD)	83
Math Endorsement	53	Fine Arts (FA)	83
<b>Degree Programs</b>	<b>54</b>	Foundation Studies (FST)	85
Associate of Applied Science Degree Programs	54	Geology (GLG)	85
Business Management	54	Health Education (HEE)	86
Office Administration	54	History (HST)	86
Associate of Arts Degree Programs	55	Humanities (HUM)	87
Business Administration	55	Management (MGT)	87
Computer Information Systems	55	Marketing (MKT)	88
Diné Studies	56	Mathematical Education (MTE)	88
Early Childhood Education	56	Mathematics (MTH)	89
DC-NPC Childhood Development Associate	56	Music (MUS)	90
Articulation Matrix	57	Navajo Language (NAV)	90
Education	58	Navajo and Indian Studies (NIS)	91
Fine Arts	58	Physical Education and Health (PEH)	94
Liberal Arts	59	Physical Science (PHS)	94
Social and Behavioral Sciences	59	Physics (PHY)	95
Social Work	59	Political Science (POS)	95
Associate of Science Degree Programs	60	Psychology (PSY)	96
Public Health	60	Public Health (PUH)	97
Agroecology/Environmental Science	60	Sociology (SOC)	98
Biology	61	Social Science (SSC)	98
Environmental Science	61	Social Work (SWO)	99
General Science	62	Theater (THR)	99
Health Occupation	62	<b>Faculty</b>	<b>100</b>
Mathematics	63	Business, Applied Science, Economics & Technology (BASET)	100
Physics	63	Center for Diné Studies	100
Bachelor of Arts Degree Programs	64	Center for Diné Teacher Education	101
Bachelor of Arts in Business Administration	64	English	102
Bachelor of Arts in Elementary Education	66	Humanities & Fine Arts	102
<b>Course Descriptions</b>	<b>68</b>	Mathematics and Physics	102
Course Title and Prefix Code	68	Science & Physical Education	103
Accounting (ACC)	68	Social & Behavioral Science	103
Agriculture (AGR)	68		
Anthropology (ANT)	69		
Art Education (ARE)	69		
Art History (ARH)	69		
Astronomy (AST)	69		
Biology (BIO)	69		
	69		

# President's Message

Yá'át'ée'h,

I find it a special privilege to welcome you to Diné College. You have made a wise decision to launch—or to continue—your collegiate journey with our truly unique institution of higher learning. Founded in 1968 as the first tribal college in the United States, our institution has—for the past half-century—fulfilled an unwavering commitment to academic excellence and student success. We are making the same sincere commitment to you! We do this with great confidence in the high-quality teaching you will experience—and in the outstanding (and personally tailored) academic advising, mentoring, and career development services that we can and will provide to you—across our two campuses and four centers within the Navajo Nation.



*Martín M. Ahumada, Ph.D.*

I urge you to use our *Diné College 2016-2017 Catalog*—with a truly creative imagination—to explore the many exciting and promising pathways we provide to your future. It is a powerful and pragmatic tool you can use to discover and pursue the excellent certificate as well as associate's and bachelor's degree programs offered by Diné College—and to acquire a solid understanding of our policies and programs concerning admissions and registration, tuition and fees, financial aid, academic performance, student services and other college resources, and much more. This new *Catalog* is designed to guide, inspire, and empower you to *chart-your-own-course* at Diné College. Yet, as new members of your extended family, we will always be at your side—supporting, guiding, and challenging you throughout your collegiate journey—because we know that it really does take a village to run a college, like ours, which focuses entirely on ensuring your full success.

You join us at an exciting time of change, growth, and renewal for our landmark institution of higher learning. The past year's election of new leaders for the Navajo Nation brought a wave of positive change for Diné College, including a new Board of Regents and senior administration that is endeavoring, like never before, to transform the institution into a world-class model for innovation; for the preservation of the Navajo language, culture, and philosophy; and for contributing to *nation-building* through research and development initiatives that will meet the most urgent economic, political, environmental, and social development needs of the Navajo Nation. In addition to enhancing our bachelor's degree programs in business administration and elementary teacher education, we are launching new academic programs in key fields, including biology, psychology, public health, fine arts, secondary education in math and science, and environmental sciences.

I know this is a defining moment in your life in which you confront the opportunity and responsibility to think deeply, clearly, and positively about what you want and need from college—and what you want to achieve in life. I applaud you for choosing Diné College to be your partner in this process of self-discovery and planning for an ideal future. I know our College is the right place for you if your primary goal is to acquire knowledge and skills that will prepare you for the jobs of the future; to engage in meaningful research projects that address the most urgent health, employment, and other challenges of your community; to prepare yourself well to transfer successfully to other collegiate institutions in the U.S. or other countries; and to cultivate carefully the amazing powers of rational and ethical discernment—anchored in Navajo thought, philosophy, and values—which will transform you into a leader whom the Navajo Nation can entrust with its future.

In closing, I want to invite and challenge you to spread your wings at Diné College and forge yourself into a truly great leader who is driven and defined by a vision of a higher purpose for yourself, your community, and the world.

Sincerely,

A handwritten signature in cursive script that reads "Martín M. Ahumada".

Martín M. Ahumada, Ph.D.  
Interim President

**“Do not go where the path may lead, go instead where there is no path and leave a trail.”**

**- Ralph Waldo Emerson**

# About Diné College

## College Mission

*Diné bina'nitin áyisíí ásiláago binahjí', ólta'í na'nitin náasjí' yee inááhwiidool'áligíí yéego bidziilgo ádiilníít, áko Diné nilínígíí t'áá altso yá'át'éehgo bee bil nahaz'áq dooleel niidzin.*

Rooted in Diné language and culture, our mission is to advance quality post-secondary student learning and development to ensure the well-being of the Diné People.

## College Vision

*Nihí'ólta'gi, Diné Bidziilgo ólta'gi na'nitin al'áq ádaat'éii ólta'í bee nanitínígíí dóo t'áá ha'át'íí shíí bee biká'aná'álwo'ígíí bidziilgo dóo bohónéedzággo ádiilníít niidzin. Díí binahjí' Diné bi'ólta'gi óhoo'aah ts'ídá bohónéedzánii bee bil haz'áq ilíí dooleel.*

Our vision is to improve continuously our programs and services to make Diné College the exemplary higher education institution for the Diné People.

## College Principles

*Nihina'nitin, Sa'áh Naaghái Bik'eh Hózhóón bil hadít'éego, dóo iná Diné yee iiná il'ínígíí át'éego nahasdzáán bikáa'gi dóo yádi thil biyaagi bohónéedzánígíí át'éego yee hiná. Díí binahjí' t'áá altsodéé' bik'ihwiinit'íí'go bitah yá'áhoot'éehgo yee iiná il'íí dooleel.*

Our educational principles are based on Sa'áh Naaghái Bik'eh Hózhóón, the Diné traditional living system, which places human life in harmony with the natural world and universe. The system provides for protection from the imperfections in life and for the development of well-being. The principles are four-fold:

**Nitsáhákees.** Thinking. *Baa nitsídziikes.* Apply the techniques of reasoning. Analyze alternative solutions through the use of the principles of logic and creativity.

**Nahat'á.** Planning. *Nahat'á anitsíikes bee yáti' dóo iishjání óolzin.* Develop and demonstrate communication skills. *Nahat'á nahaaldeel.* Demonstrate systematic organization skills.

**Íiná.** Implementation. *T'áá hó ájít'éego hózhóogo oodáát.* Demonstrate self-direction based on personal values consistent with the moral standards of society. *T'áá hó ájít'éego hózhóogo oonish.* Demonstrate quality, participation, work, and materials.

**Siihasin.** Reflection and assurance. *Siihasingo oodáát.* Demonstrate competency. *Siihasin nahaaldeel.* Demonstrate confidence.

## College Values

Our employees and students will adhere to the following values to achieve the mission and purposes of the College:

**T'áá hó ájít'éego.** Excellence and self-initiative in problem-solving, compassion, setting clear goals, and establishing positive working relationships.

**Ahíł na'anish.** Cooperating and helping one another, keeping all employees well informed, using proper language for communication, respecting one another on equal terms, and honoring K'é.

**H Ídlí.** Respecting the cultural, racial, and gender diversity of the Diné People, maintaining safe, courteous, respectful, and positive learning environments, and valuing inclusiveness.

**H Ééhózin.** Understanding, thoughtfulness, competence, confidence, conscientiousness, and reflectivity for serving the needs of the Diné People.

## Diné College History

Diné College is the first tribally controlled and accredited collegiate institution in the United States. Established in 1968 as Navajo Community College, it was later renamed Diné College. The Navajo Nation sought to create an institution of higher education that encouraged Navajo youth to become contributing members of the Navajo Nation and the world.

Under the direction of an eight-member Board of Regents, appointed by the Navajo Nation President and confirmed by the Health, Education and Human Services Committee of the Navajo Nation Council, the College continues its goals for student success.

Today, Diné College serves a predominantly Navajo student population across the 26,000 square miles of the Navajo Nation that spans across the states of Arizona, New Mexico, and Utah. The College offers General Education courses that provide students with a high-quality experience while earning various Certificate as well as Associate and Bachelor degree programs in the areas important to the economic, political, environmental, and social development of the Navajo Nation.



# About Diné College

## Accreditation

Diné College is accredited by the Higher Learning Commission of the North Central Association of Colleges and Schools, 230 South LaSalle Street, Suite 7 -500, Chicago, IL 60604-1411, (800) 621-7440, [www.hlcommission.org](http://www.hlcommission.org).

## One College, Multiple Sites

Tsééhíli, the “place where the stream flows into the canyon,” is also known as Tsaile, Arizona, the location of the main campus. In addition to the main campus, there is a branch campus in Shiprock, New Mexico, and four regional sites located in Arizona and New Mexico. The Arizona locations are in Tsaile, Window Rock, Chinle, and Tuba City. The New Mexico locations are in Shiprock and Crownpoint.

All locations offer General Education courses and programs to support post-secondary learning and to prepare students for further study or future employment.

## Diné College Campuses/Centers

List of locations with contact information:

### ***Tsaile Main Campus***

1 Circle Dr. Route 12, Tsaile, AZ 86556  
Ph: (928) 724-6600  
Cashier/Payments: ext. 6684

### ***Shiprock Branch Campus***

1228 Yucca Street  
PO Box 580, Shiprock, NM 87420  
Ph: (505) 368-3500  
Payments: ext. 3528

*The Shiprock Branch has two locations: north (behind Northern Navajo Medical Center) and south (located east of Shiprock High School).*

### ***Chinle Center***

Hwy. 191 – Hospital Drive  
PO Box 1997, Chinle, AZ 86503  
Ph: (928) 674-3319  
Fx: (928) 674-8488  
Payments: ext. 7104

*The Chinle Center is located across from the Chinle Health Care Facility (hospital).*

### ***Crownpoint Center***

Junction New Mexico 371  
West Navajo Route 9

PO Box 57, Crownpoint, NM 87313

Ph: (505) 786-7391

Fx: (505) 786-5240

Payments: ext. 7204

*The Crownpoint Center is located 0.4 miles south of Bashes.*

### ***Tuba City Center***

600 Edgewater Drive

PO Box 1716, Tuba City, AZ 86045

Ph: (928) 283-5113

Payments: ext. 7504

*The Tuba City Center is located next to the Tuba City Dialysis Center.*

### ***Window Rock Center***

Tribal Hill Dr.

PO Box 1924, Window Rock, AZ 86515

Ph: (928) 871-2230

Fx: (928) 871-2395

Payments: ext. 7604

*The Window Rock Center is located north of the Navajo Nation Education Building.*

## Non-Discrimination Policy

Diné College is committed to the policy of equal opportunity and non-discrimination in employment and education regardless of race, ethnicity, religion, national origin, sex, sexual orientation, age, or disability.

The College complies with the Civil Rights Act of 1964, Title IX of the Education Amendment Act of 1972, the Americans with Disabilities Act and Sections 503 and 504 of the Rehabilitation Act of 1973, Section 402 of the Vietnam Era Veterans Readjustment Act of 1975, Age Discrimination in Employment Act of 1967 as amended, and the Navajo Preference in Employment Act.

## Title IX

Title IX of the Education Amendments of 1972 prohibits sexual discrimination in any form; to include any form of sexual harassment and gender discrimination.

Federal law states: “No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any educational program and activity.”

## Notification of Rights under FERPA

The Family Educational Rights and Privacy Act (FERPA) affords eligible students certain rights with

# About Diné College

respect to their educational records. (An “eligible student” under FERPA is a student who is 18 years of age or older or any student who attends a postsecondary institution).

These rights include:

1. The right to inspect and review the student's education records within 45 days after the day Diné College (hereinafter referred to as the “College”) receives a request for access. A student should submit to the registrar, dean, head of the academic department, or other appropriate official a written request that identifies the record(s) the student wishes to inspect. The College official will make arrangements for access and notify the student of the time and place where the records may be inspected. If the records are not maintained by the College official to whom the request was submitted, that official shall advise the student of the correct official to whom the request should be addressed.
2. The right to request the amendment of the student's education records that the student believes is inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA.

A student who wishes to ask the school to amend a record should write the school official responsible for the record, clearly identify the part of the record the student wants changed, and specify why it should be changed.

If the College decides not to amend the record as requested, the College will notify the student in writing of the decision and the student's right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student along with the notification of the right to a hearing.

1. The right to provide written consent before the College discloses Personally Identifiable Information (PII) from the student's education records, except to the extent that FERPA authorizes disclosure without consent.

The College discloses education records without a student's prior written consent under the FERPA exception for disclosure to College officials with legitimate educational interests. A College official is a person employed by the Diné College in an administrative, supervisory, academic, research, or support staff position (including law enforcement personnel and health services staff); a person serving on the board of trustees; or a student serving on an

official committee, such as a disciplinary or grievance committee. A College official also may include a volunteer or contractor outside of the Diné College who performs an institutional service or function for which the College would otherwise use its own employees and who is under the direct control of the College with respect to the use and maintenance of PII from education records, such as an attorney, auditor, or collection agent, or a student volunteering to assist another College official in performing his or her tasks. A College official has a legitimate educational interest if the official needs to review an education record in order to fulfill her or his professional responsibilities for the Diné College.

2. The right to file a complaint with the U.S. Department of Education concerning alleged failures by Diné College to comply with the requirements of FERPA. The name and address of the Office that administers FERPA is:

Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue, SW., Washington, D.C. 20202-5920

For additional information regarding FERPA, contact: (202) 260-3887 (voice), (800) 877-8339 (TDD)

<http://www2.ed.gov/policy/gen/guid/fpco/ferpa/ps-officials.html>.

## Drug-Free and Zero Tolerance Policy

The College is committed to the Drug Free Schools and Communities Act Amendments of 1989 specified by P.L. 101-226. This is demonstrated in the and is in accordance with the Navajo Nation policies prohibiting the manufacture, possession, distribution, or use of alcohol or controlled substances by students, employees and campus guests in the workplace and facilities owned or leased by the College. Smoking and the use of smokeless tobacco, such as vapor cigarettes, are also prohibited in College buildings and vehicles.

## Jeanne Clery Act

In compliance with the Jeanne Clery Act of 1965, Diné College provides information regarding campus safety and crime policies outlined in the Student Code of Conduct. This Code of Conduct contains information about reporting crimes, the sexual harassment policy, the drug/alcohol policy, etc.

# Admission Policies and Procedures

## Campus Crime Information

In compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, codified at 20 USC 1092 (f) as part of the Higher Education Act of 1965, Diné College provides information regarding campus safety and crime policies outlined in the Student Code of Conduct. This Code of Conduct contains information about reporting crimes, sexual harassment policy, drug/alcohol policy, etc.

## Student Complaints and Recommendations

Students have the right to file a grievance using the Student Complaint Form. The nature of the complaint must be described thoroughly, including any evidence that supports the complaint. To obtain a copy of the Student Complaint Form please contact the Student Success personal.

**Student Success Center  
Tsaile**  
(928) 724-6855

**Student Success Center  
Shiprock**  
(505) 368-3621

**Crownpoint Center**  
(505) 786-7201

**Window Rock Center**  
(928) 871-7603

**Chinle Center**  
(928) 674-7101

**Tuba City Center**  
(928) 283-7501

## Admission Requirements

For admission to Diné College, new and transfer students must disclose and submit ALL information on the following forms:

- Admission application with a non-refundable \$20 application fee (including all student identification information, such as full name, social security, address, date of birth, etc.).
- Official Certificate of Indian Blood (CIB) or enrollment card (applies to registered American Indian students only).
- Official high school transcript with graduation date or high school equivalency credential (GED®, HiSET®, or TASC®) with scores test.
- Official college transcript(s) from other accredited colleges/universities.

## Letter of Admission

Students who have met the College's admission requirements will receive an official Letter of Admission from Records and Admissions Office. Request for additional copies of Letter of Admission can be obtained from the Records and Admissions Office in Tsaile, Arizona.

## Denial or Cancellation of Admission

The College reserves the right to deny or cancel student admission or registration. Any student found to have willfully concealed, withheld, or falsified information on his/her admissions application may be subject to denial, cancelation of admission and/or penalties pursuant to tribal, state, or federal codes, including full name, date of birth, social security number, address, phone numbers, transcripts, census, high school and college/university information, etc. This may also result in student expulsion.

## International Students

International students must submit the following documents to Records and Admissions prior to being issued an I-20 form. All documents must be translated into English.

- College Admission Application w/ \$20 fee
- Copy of VISA/Passport
- Official high school transcript (translated into English)
- Official college transcript(s) (if applicable)
- TOEFL Scores

# Admission Policies and Procedures

- Verification of Financial Support
- Financial Sustainability documents (translated in U.S. Dollar)

International students who wish to reside within the Dorms or Family Apartments will be granted a one year Background Check waiver. Thereafter, international students must complete and submit their background check information when completing any future applications.

For more information, contact Records and Admissions at (928) 724-6630.

## Student Status Terms

### Full-time

Registered for twelve or more credit hours per semester.

### Part-time

Registered for eleven credit hours or less per semester.

### Degree-Seeking

A student seeking a certificate or undergraduate degree is classified as a degree-seeking student.

### Non-degree Seeking

Not pursuing a degree. A non-degree seeking student is not eligible for federal financial aid.

### First-Time Freshman

A first-time freshman student who has never attended any other college prior to enrolling at Diné College.

### Transfer Students

Students who attended another accredited college or university prior to being admitted to Diné College are considered as transfer students. Official transcripts are required. Based on transcript evaluation a maximum of 40 credit hours below the 300 course level with grades of "C" or better will be accepted. Transfer courses will not be included in the student's Cumulative Grade Point Average (CGPA) and will be shown without designated equivalents. Transfer credits remain on a student's permanent transcript.

Transfer students who previously attended an institution that is no longer accredited or closed down are asked to visit the state's higher education office or accrediting agency to obtain a memo, transcript, or enrollment or credit attainment verification. Upon receiving an official memo or a copy of a transcript, Records and Admission will review the documents to determine acceptance of such form(s) for admission process.

## Returning Students

Returning Students are student(s) that attended Diné College in the past, left for two or more semesters, and returned to the College at a later time. Returning students must submit an updated application form, complete and submit any missing documents required, including any updated College transcripts or outstanding bills. No application fee is required for students who are returning to the College.

## Stopped Out Students

Previously admitted students who have not taken classes for two or more consecutive semesters (not including summer sessions) are classified as stopped out.

## Bachelor Degree Admission Process

For Bachelor's admission process and procedure, please refer to page 64-67.

## High School Concurrent Enrollment (Non-Degree)

High school or home-schooled students who have completed their sophomore year prior to high school graduation may enroll for a maximum of two courses (6 credits) for Fall and/or Spring, and one course for Summer session (4 credits max). The student must have a high school minimum of 2.50 CGPA. The student must obtain and submit a High School Concurrent Enrollment Form including an admission application and his/her official high school transcript.

The student is required to take the college placement tests. The student must meet the prerequisites and course requirements. Student transcripts will be established based on credit earned from the college. A concurrent student is not permitted to audit courses and must maintain a "C" grade average per semester.

Concurrent enrollment is not the Dual Credit Program.

## Dual Credit Program

Diné College's Dual Credit Program allows high school students to get a jump start on college by earning college credits while still attending high school. Dual Credit is a process by which high school students enroll in a Diné College course(s) so they receive concurrent academic credits for the course(s) from both the College and the high school.

# Admission Policies and Procedures

## Student Eligibility

High school students must have at least a 2.0 GPA or have the principal/guidance counselor's approval, and meet the enrollment requirements of the Diné College Registrar's Office. Other requirements established by individual high schools may also apply.

## Eligible Classes

A list of College courses that have been approved for the Dual Credit Program is available online at: <http://www.dinecollege.edu/dual-credit-program/index.php>.

Only academic courses are eligible for dual credit classification. These courses allow for transfer of college credits based on transfer agreements among public colleges and universities in Arizona, New Mexico and Utah, including other tribal colleges and universities. Vocational, remedial, and physical education classes are not eligible for dual credit.

## Dual Credit Placement Tests

Potential Dual Credit students must take Accuplacer test in reading, writing, and math. The College uses the scores to determine which courses a potential Dual Credit student is eligible to take.

## Enrolling in Dual Credit Courses

Dual Credit students must submit the following to the Records and Admissions Office before registering for classes (all documents must be original, no copies or scanned documents accepted):

- Diné College Application
- Official Certificate of Indian Blood
- Diné College Dual Credit Request Form (Arizona, New Mexico or Utah) signed by the student, parent/guardian and high school representative
- Accuplacer test results given by the College and with scores attached to application

## Tuition and Fees

Tuition and fees are waived at the time of enrollment and registration. Upon completion of the Dual Credit course(s), the College requests for reimbursement from appropriate funding sources. According to federal guidelines, Dual Credit/Enrollment students are not eligible for financial aid, nor can take remedial education courses under the program.

## Textbooks

High school representatives are responsible for purchasing and distributing all textbooks and learning materials, which are available online at <http://www.dinecollege.edu/bookstore/virtual-bookstore.php>

## Academic Advising

Academic advising provides the following services to assist students with their academic and personal goals at Diné College.

Academic Advisors and Faculty Advisors support students in the following areas:

- Identifying appropriate courses to fulfill program requirements
- Exploring educational and career goals
- Exploring academic degree programs
- Gathering information about resources and services for managing academic life
- Understanding institutional policies, procedures, and programs
- Transferring to/from four-year institutions

All students are required to meet with either an Academic Advisor at the Student Success Center (Tsaile and Shiprock campuses only) and/or Community Campus Office, or a Faculty Advisor prior to scheduling classes each semester. This will ensure students are enrolling in the right classes for their curriculum and possible transfer plans.

Chinle Center, call (928) 674-3319

Crownpoint Center, call (505) 786-7391

Shiprock Student Success Center, call (505) 368-3621

Tsaile Student Success Center, call (928) 724-6855

Tuba City Center, call (928) 283-5113

Window Rock Center, call (928) 871-2230

## Student Orientation

Student Orientation is designed to help new students transition into Diné College and obtain important college service information. Freshman and transfer students are required to attend Fall or Spring orientation. The College's Bachelor Degree programs conduct separate orientation activities for its incoming cohorts.

# Admission Policies and Procedures

Each center also conducts group student orientation per location, generally the same day as the Tsaile campus and Shiprock branch. For full contact information on center's new student orientation, you may contact your prospective campus site office (refer to phone listing under Academic Advising).

For more information on Student Orientation for Bachelor Degree Programs contact:

BASET: 505-368-3672

Diné Teacher Education: 928-724-6699

## Placement Tests

All first-time freshmen, concurrent enrollment students, and dual enrollment students are required to take the placement test in the three subject areas of reading, writing, and mathematics prior to registration. The test results will determine the level of course placement.

Students who do not agree with the placement test results, may take challenge tests. A challenge may be taken to advance a student to the next level of course sequence. It must be taken prior to registration:

1. The challenge test for reading and mathematics will be conducted at the Learning Centers.
2. The challenge writing test will be given by the English Faculty.

Transfer students are required to take the placement test unless an unofficial transcript is presented at the time of testing for reading, writing, and mathematics. Students pursuing a degree may have their writing or mathematics test waived upon evaluation of transcripts. Transfer evaluation must be completed by the Admission and Records Office. A document to waive courses will be sent to the Registrar's Office and the Advisor.

Reading Proficiency is required for graduation either by passing or testing out of FST 131 – Advanced Reading.

If a student transfers in from an accredited institution passing ENG 101 with a grade of C or better, that would waive the reading requirement.

A student who has earned an associate degree or higher may be exempt from the placement tests.

Diné College recommends students retake the placement test after not attending college for four (4) years.

Contact the Learning Center in Tsaile at (928) 724-6725/26, Shiprock at (505) 368-3621, or the Offices at

the regional sites in Chinle, Window Rock, Crownpoint and Tuba City.

A Navajo Language Placement Exam is also required for all Diné College Students who will enroll in Diné College's Navajo language classes for the first time. Exam results will determine the level of course placement in Navajo language classes. For more information about the Navajo Language Placement Exam, or to schedule an exam, please contact Center for Diné Studies at 928-724-6658 located at Tsaile Campus.

# Student Life



# Tuition and Fees

***Students with an account balance in excess of \$150.00 are not allowed to register. Account balance must be below \$150.00.***

## **Tuition**

Tuition cost for all Associates and Bachelor degrees and Certificate programs are \$55 per credit hour or up to \$660 for full-time students (12 credits).

## **Required Fees (Non-Refundable)**

Application (new first time students)	\$20
Technology Fee	\$20
Activity Fee (TS, SR, TC Sites & OL)	\$25
Vehicle Parking Permit (student)	\$5
Vehicle Parking Permit (staff/faculty)	\$10
Student ID Replacement	\$5
Graduation Petition and Diploma	\$25
Late Graduation Petition	\$35
Official Transcript (per copy)	\$5
Same day Transcript	\$15
Residence Life Improper Check out	\$30
Residence Life Cleaning Fee	\$50
Residence Life Lost Key	\$20
Residence Life Housing Damage	Varies

## **Technology Fee**

All students are required to pay a \$20 Technology Fee each semester. The fee pays for computer lab usage, software, distance education, ITV and Warrior Web.

## **Activity Fee**

Students at the Tuba City Center, Tsaile Campus, Shiprock Branch and Online Courses (OL) are charged a \$25 Activity Fee for the Fall and Spring Semesters. The fee pays for activities that are held on campus such as lectures, cultural events, social events and sports.

## **Cancelled Course Policy**

Students will receive a tuition refund, if a course was cancelled by the College. The refund will not include the non-refundable fees (technology and activity fees, where applicable).

## **Payment Options**

Payments are accepted at all Diné College locations by cash, money order or credit card (VISA and MasterCard only). The Cashier Office and Campus Center Office at all locations accept credit card payments over the phone. Online payment is now available through the Warrior Web. The College **does not** accept personal checks.

## **Payment Plan**

FALL and SPRING Semesters ONLY

Diné College offers a payment plan to students who are not eligible for financial aid. The plan works by dividing the tuition bill into four (4) equal payments. The payment plan is a non-interest student promissory note or loan, and does not accumulate interest charges. The student tuition bill will be paid in full when the payment plan ends. Tuition bill payments are due every 4th Friday of each semester month.

SUMMER Session

The plan works by dividing the tuition bill into biweekly payments. Tuition bill payments are due every 2nd and 4th Friday of each semester month.

***NOTE:*** *Students who sign up for the payment plan will not be eligible to register for the upcoming semester or request an official transcript until payments are completed and the account balance is zero. All accounts with a balance will be put on an Accounts Receivable (AR) Hold status.*

## **Charges/Payments**

All student charges will be charged in full amounts to student accounts every Fall, Spring, and Summer Semesters. All incoming scholarship award payments will be posted in full amounts to student accounts for each Fall, Spring, and Summer Semester awarded.

## **Refund Policy**

A financial obligation to the College occurs when a student registers for classes. The refund amounts and timeframe is outlined in the refund tables. Students who completely withdraw from the College (no longer enrolled in any classes) must complete an Official Withdrawal Form. Students who drop a course(s) by completing an Official Drop Form, but continue enrollment may be eligible for a refund based on the date of when the course(s) was officially dropped. Students who fail to attend class or request an Instructor Drop WILL NOT be released from financial responsibility. It is



# Tuition and Fees

the student's responsibility to complete the appropriate paperwork within the allotted timeframe to be considered for a refund, failure to do so will result in the forfeiture of tuition refunds.

## Fall or Spring Semester Tuition Refund

Tuition Refund	
Tuition is refunded from the date instruction begins as follows:	
Before instruction begins	100%
01-14 calendar days	80%
15-21 calendar days	60%
22-28 calendar days	40%
29-35 calendar days	20%
After 35 calendar days	No Refund

## Summer Sessions Tuition Refund (5-10 weeks)

Summer Sessions Tuition Refund	
Tuition for each session is refunded from the date instruction begins as follows:	
Before instruction begins	100%
01-03 calendar days	75%
04-05 calendar days	50%
06-07 calendar days	25%
After 07 calendar days	No Refund

## Diné College Bookstore

The bookstore provide Diné College apparel, supplies, snacks, and Native American clothing and household items, such as Pendleton blankets, coffee cups, wallets, etc. Bookstores are located at the Tsaille and Shiprock campus. For more information, call (928) 724-6750/6871.

Community Copy/Fax Services are available at Dine College Bookstore located in the Student Union Building.

### Fax Fees:

Incoming Fax:	\$0.35 per page
Outgoing Fax	\$1.00 per page
Additional Page:	\$0.75 per page

### Copy Fees:

8.5 X 11 Colored	\$0.35 per page
11 X 17 Colored	\$0.50 per page
8.5 X 11 Black & White	\$0.25 per page
11 X 17 Black & White	\$0.35 per page

### Textbooks

The College has an online Virtual Bookstore, in partnership with **eCampus**, that aims to provide competitive pricing of textbooks available for purchase online. Log onto [www.ecampus.com/dinecollege](http://www.ecampus.com/dinecollege) to search for your course textbooks by location, course code, and instructor name. Purchase types vary; buy new, used, rent, or digital textbook. Students also have the option to complete textbook cost comparison among other venues (such as Textbooks, Bookseller, etc.). These options can be located under the Marketplace tab below an identified textbook result. Book vouchers cannot be used with other textbook companies other than eCampus for purchase using financial aid awarded funds to a student. Students may contact the Tsaille Bookstore or directly to the Virtual Bookstore for questions regarding refunds, returns, shipping, tracking orders, buyback, eTextbooks, account inquiries, textbook rental, payment options, market place buying and any other textbook related questions.

Virtual Bookstore Contact Information:  
1-877-284-6744 | [bookstore@ecampus.com](mailto:bookstore@ecampus.com)

### Merchandise Refund/Return Policy

- Merchandise must be in NEW condition (i.e. not have been used and tags still attached).
- No refunds, returns, or exchanges without original receipt.
- All sales are final on discounted merchandise.
- Opened software, audio books, DVDs, CDs, BlueRay Discs, USB drives, laptops, tablets, headphones, and other small electronics may not be returned.

### Department Purchased Gifts

Diné College departments or programs may purchase items from the Bookstore as event prizes or incentives (such as a t-shirt) for students. Purchased items received from a College department or program CANNOT be returned to the Bookstore for credit or refund by the student. If an item (gift) is not wanted, the

# Tuition and Fees

student will return the gift back to the department, then the department will receive credit, not the student.

## Residence Hall

Student housing is available only at the Tsaile Campus. Students are responsible for adhering to Residence Life Handbook and the Student Code of Conduct. For more information, contact the Residence Life Office at (928) 724-6782.

**Note:** *Dorm and Meal cost are refundable for each semester based on date of check-in, indicated under "Dorm Room and Meal Plan Refund."*

## Housing Cost by Semester

Fall/Spring Semester	Single Occupancy	Double Occupancy
Per Semester	\$990	\$640

Summer Session	Single Occupancy	Double Occupancy
5 Weeks	\$290	\$190
10 Weeks	\$580	\$380

## Student Family Apartments

Rent is due on or before the 1st of each month.

2 Bed Room	3 Bedroom
\$500 per month	\$600 per month

It is recommended that the student pay per semester if he/she is receiving Financial Aid/Scholarships to avoid non-payments and eviction. For more information regarding rent and payment, contact Residence Life Office at (928) 724-6782.

## Student Meal Plans

All students in the dorms are required to be on a meal plan.

Fall/Spring Semester Warrior Meal Plans	
Residents	
Three meals a day Mon -Fri	\$1,480
Two meals a day on weekends	



# Tuition and Fees

## Summer Session Warrior Meal Plan

Residents	5 Weeks	10 Weeks
Three meals a day Mon-Thurs	\$300	\$600

## Dorm Room and Meal Plan Refund

### Fall/Spring Semester Refund: Dorm Room & Meals

**\*From Day of Check-in**

01-05 calendar days	100%
06-14 calendar days	80%
15-21 calendar days	60%
After 21 calendar days	No Refund

### Summer Session Refund: Dorm Room & Meals

**\*From Day of Check-in**

01-03 calendar days	100%
04-07 calendar days	75%
After 07 calendar days	No Refund

## Student Family Apartment Refund Policy

Student families who live at the Student Family Housing pay on a month to month basis, but it is recommended for the student to pay per semester if he/she is receiving grants/scholarships. If the student decides to move out of the Student Family Apartments, and the rent has been paid, the student will be charged at a pro-rated rent cost. He/she will need to check out from the apartments through Residence Life properly according to the check-out procedures within the Residence Life handbook.



# Financial Aid

## Office of Financial Aid & Scholarships

Diné College administers federal, state, tribal, and institutional grants and scholarship programs to assist students based on financial need or academic merit. Available funds are used to provide assistance to qualified students. Students are responsible for initiating the application process for financial assistance and scholarships. Students are encouraged to apply as early as possible.

The Office of Financial Aid & Scholarship (OFA&S) supports the College's mission by providing access and equal opportunity for financial assistance to eligible students through federal, tribal, state, institutional, and private sources regardless of sex, color, age, or other circumstance.

The main goal of the OFA&S is to educate students to seek other funds to meet the rising costs of education through grants, part-time work or scholarships.

Students are eligible for federal financial aid if they are enrolled in a certificate or degree program. The degree program should be at least one academic year in length and the student must make satisfactory academic progress (SAP), have a high school diploma or equivalent, and must be a U.S. citizen or eligible non-citizen. Male students must comply with Selective Service registration requirements.

All students are required to complete the following:

Free Application for Federal Student Aid (FAFSA) and Financial Aid Data Form (FADF) available at Diné College's OFA&S at Tsaile, Shiprock and regional sites, any high school counselor's office, or online at [www.fafsa.edu.gov](http://www.fafsa.edu.gov). The FAFSA/ISIR response will determine a student's Expected Family Contribution (EFC).

Financial Aid Data Forms and other financial aid information is available at Diné College's Office of Financial Aid & Scholarship and online at [www.dinecollege.edu](http://www.dinecollege.edu).

*NOTE: In order to be considered for funding, a Degree Checklist is required at the start of every semester.*

## Cost of Attendance (COA)

Diné College has established a cost of attendance (COA) for Dependent and Independent students as well as for students living in the dorm, Residence Life. The Pell Grant award is based on the COA and student/parent's

EFC – expected family contribution; therefore, no two student's awards are exact. A cost of attendance (COA) example for an On Campus student living in the dorm/Residence Life for one semester:

COA Example	
Tuition and Fees	\$705
Books and Supplies	\$700
Room and Board	\$2,470
Transportation	\$1,225
Personal	\$1,250
<b>Total Estimated COA:</b>	<b>\$6,350</b>

- Direct costs for student in dorm: Tuition & Fees, Books & Supplies and Room & Board.
- Indirect costs: Transportation and Personal expenses.

Award Example: On Campus student, enrolled Full-time and EFC = 0

Award Example			
Pell Grant	\$2,907	COA	\$6,350
Navajo Nation	\$2,000	Less Total Aid	\$4,907
<b>Total Aid</b>	<b>\$4,907</b>	<b>Unmet Need</b>	<b>\$1,443</b>

Award Amounts vary based on several factors:

- Enrollment Status
- Grade Point Average (GPA)
- Satisfactory Academic Progress (SAP)
- Degree or Major
- Dependent or Independent
- Child care expenses

## Satisfactory Academic Progress Policy (SAP)

Federal regulations require Diné College to establish satisfactory academic progress standards for students who are receiving Title IV financial assistance. Diné College's OFA&S reviews grades at the end of each semester and measures satisfactory academic progress in the following areas: grade point average (GPA), completion rate or pace, and maximum timeframe.

Students receiving financial aid must make satisfactory academic progress toward the completion of a certificate or degree program. Diné College has both a qualitative and quantitative measure of academic progress:

# Financial Aid

## Qualitative Standard:

- Minimum term grade point average (GPA)

## Quantitative Standards (Pace):

- The maximum timeframe a student has to complete a degree,
- A minimum percentage of courses attempted must be passed, and
- A maximum number of courses from which a student is allowed to withdraw or drop.

*NOTE: Grades of D, F, I, W, or IP are not accepted as passing and could affect eligibility for future financial aid. (See “Non-Grade Designation Table” in this Catalog).*

Semester Hour Load	67% Minimum Completion Rate per Semester
Full-Time (12 Credits or more)	Must satisfactorily complete 8 credits
Three-Quarter Time (9-11 Credits)	Must satisfactorily complete 6 credits
Part-Time (6-8 Credits)	Must satisfactorily complete 4 credits
Less than Half-Time (1-5 Credits)	Must satisfactorily complete the number of hours funded (i.e., if a student is funded for 4 credits, the student must complete 4 credit hours).

## SAP Impact of Course Repetition, Withdrawals, Incompletes, Transfer Credits, Changes in Major

### Course Repetition

Repeat credits are applied when a student repeats a course in order to improve a grade. Students are allowed to repeat any previously passed course and have it count toward enrollment for financial aid eligibility only once. Each attempt at the course, however, will count toward a student's pace and maximum timeframe.

### Official Withdrawal

A school's SAP policy cannot exclude “W” grades in SAP reviews. Withdrawal hours are assigned when a

student withdraws from a class after the drop period. Withdrawal hours count as credit hours attempted toward both pace and maximum timeframe.

### Unofficial Withdrawal

An unofficial withdrawal occurs when a student does not successfully complete any courses (receives all “F” grades), stops attending classes, or did not complete any coursework. A student with an unofficial withdrawal may be required to repay up to 50% of his/her financial aid received for the term. Students who never attended any of their classes and did not complete any course work are required to repay 100% of the financial aid received for the semester or summer term. Non-attendance does not relieve students of the financial responsibility for tuition charges once they are registered for a class.

### Incompletes

Incomplete (I) is a temporary grade that is assigned only in exceptional circumstances. It will be given only to students who cannot complete the work of a course on schedule because of illness or other circumstances beyond their control. Once an official grade is received, students should notify the Office of Financial Aid and Scholarships.

### Transfer Credits

Diné College will consider coursework taken at another accredited institution as both, attempted and completed credit hours toward pace and maximum timeframe. Students who exceed the maximum timeframe can submit a request for continued funding to determine if aid can be reinstated.

### Change in Major

Students who have changed majors or are pursuing a second degree may reach their maximum timeframe before their program of study is complete. All credits attempted are treated in the quantitative, qualitative, and maximum timeframe standards for SAP. Students can pursue two degrees but Financial Aid will only fund one degree program.

### Additional Degree(s)

A student who already has an equivalent of an AA or AS degree (or higher) does not qualify for additional Pell Grant funds unless he or she is seeking a Bachelor of Arts degree in Business Administration or Elementary Education.

# Financial Aid

## Repeat

Students may repeat courses previously taken to attempt a higher grade or as a refresher course for their own personal knowledge. A transcript will display which course was repeated, and the higher grade will be used to compute the student's Cumulative Grade Average.

NOTE: A repeated course may not qualify for funding.

## Retake

Courses may be retaken, but only one retake of a course counts towards a student's eligibility for financial aid purposes.

If students with disabilities can demonstrate equal or higher academic performance as their typical college peers and/or demonstrate the ability to maintain satisfactory academic progress, they may be considered eligible for accommodations such as course substitutions. Course substitutions could be a workshop, independent study, special topic classes, or practicum experiences.

The substitute course must be at the freshman and sophomore levels, and be closely related in content, objectives, and outcomes to the original required course. Such accommodations will be considered on a case-by-case basis to ensure students with disabilities meet the necessary and required coursework for the specific degree or certificate program.

## Financial Aid Warning

Recipients of financial aid will receive a financial aid warning notice after any semester in which their semester/term grade point average falls below the "**Completion Rate/Pace**" and/or fail to satisfactorily complete 67% of the credit hours in which they are enrolled.

The financial aid warning letter serves as a **WARNING** to the student that he/she did not maintain satisfactory academic progress during the most recent semester of attendance at Diné College. Failure to meet one of the academic progress standards for one semester results in financial aid warning. **Students on financial aid warning are eligible for Title IV Funds.** Students will be removed from warning status after completing the following semester in good academic standing.

## Financial Aid Suspension

Recipients of financial aid will be suspended from aid if they fail to meet the semester grade point average and/or to complete 67% of their enrollment. Failure to meet one of the academic progress standards for two consecutive semesters may result in financial aid suspension.

Students on financial aid suspension are not eligible for Title IV Funds.

## Financial Aid Appeal Process

Students who fail to maintain satisfactory academic progress, who are notified of a financial aid suspension maybe eligible for federal funds. The Office of Financial Aid and Scholarships Committee will review all completed appeal applications. An appeal should be based on extenuating circumstances and documented by the student; i.e. hospitalization, accident, death in the family, etc. The results of the appeal will be sent to the student following consideration and decision. Information and forms are available at the Financial Aid Office or online at [www.dinecollege.edu](http://www.dinecollege.edu).

*NOTE: Students are encouraged to seek other available resources including the Payment Plan/Options with Diné College pending final decision by the Office of Financial Aid. In the event the student's appeal is denied, the student will be responsible to satisfy any fees incurred.*

## Reinstatement of Financial Aid Eligibility

A student may lose federal and institutional aid eligibility because he/she is not meeting the SAP, GPA, or Pace standards.

A student may regain eligibility in one of the following ways:

- Submit a Satisfactory Academic Progress (SAP) Appeal Form with supporting documentation. A student must be advancing toward a degree and show progress within the SAP Academic plan for graduation.

## Financial Aid Probation

If student's FA Suspension appeal is approved, the student will be awarded on a Financial Aid Probation Status and must complete all credits with a 2.0 grade point average, otherwise, he/she will go on FA Suspension.

- Complete one semester using his or her own resources or utilize Diné College's Payment Plan with at least half-time enrollment (6 or more credit hours). Courses taken must be chosen in consultation with an Academic Advisor. A student must advance toward attaining a degree and adhere to the Degree Checklist.

# Financial Aid

*Once eligibility is restored, a student will be awarded aid for the following terms, subject to availability of funds.*

## **Return to Title IV (Refund & Repayment Policy)**

If students receiving federal financial aid officially and/or unofficially withdraws from the College, the amount of the financial aid to be repaid or refunded is calculated using a formula supplied by the U.S. Department of Education. The last day of attendance is used to calculate the total amount to be repaid. A refund is the difference between the amounts paid toward institutional cost (including financial aid and/or cash paid) and the amount the school may retain under the appropriate refund policy. For more information on the Title IV Refund/Repayment police see the Office of Financial Aid & Scholarships.

The order of refund of Title IV funds to the programs from which the student received aid during the payment period or period of enrollment is in the following, up to the net amount disbursed from each source:

1. Unsubsidized Federal Stafford loans\*
2. Subsidized Federal Stafford loans\*
3. Unsubsidized Direct Stafford loans (other than PLUS loans)
4. Subsidized Direct Stafford loans
5. Federal Perkins loans
6. Federal PLUS loans
7. Direct PLUS loans
8. Federal Pell Grants **for which a return of funds is required**
9. Academic Competitiveness Grant **for which a return of funds is required**
10. National Smart Grants **for which a return of funds is required**
11. Federal Supplemental Educational Opportunity Grant (FSEOG) **for which a return of funds is required**
12. Federal TEACH Grants **for which a return is required.**

*NOTE: \*Diné College does not participate in the Federal Student Loan Program and will not certify enrollment or share information with potential lenders.*

## **Changes That May Impact Eligibility (Consolidated Appropriations Act of 2012: Effective July 1, 2012)**

### **Federal Pell Grant Duration of Eligibility –**

Beginning award year 2012–2013, the duration of a student’s eligibility to receive a Federal Pell Grant is

reduced from 18 semesters or its equivalent to 12 semesters or its equivalent. The calculation of the duration of a student’s eligibility will include all years of the student’s receipt of Federal Pell Grant funding.

### **Pell Grant Lifetime Limit –**

Beginning Fall 2012, students are now limited to receiving 12 semesters of Pell Grant eligibility during their lifetime. This change affects all students regardless of when or where they received their first Pell Grant. Students may view their percentage of Pell Grant used by logging into [www.NSLDS.ed.gov](http://www.NSLDS.ed.gov). Your ‘Lifetime Eligibility Used’ percentage will be displayed in the ‘Grants’ section.

<b>(Effective: Fall 2012)</b>		
<b>Classification</b>	<b>Credit Hours</b>	<b>GPA</b>
Freshman	0-32	1.500
Sophomore	33-64	1.750
Junior	65-96	2.000
Senior	97-128	2.000

## **Completion Rate/Pace & Maximum Timeframe**

### **Maximum Timeframe/Pace**

The US Department of Education places a credit hour limit on funding for all financial aid students. Funding is available until a student has reached 150% of the credit hours required to complete their program. This includes all double majors, additional degrees, repeat credits, and transfer credits (example: AA in Bus Admin. = 69 credits × 150% = 103 credit hour maximum timeframe).

### **Paying Prior-Year Charges**

In general, FSA funds may only be used to pay for the student’s costs for the period for which the funds are provided. However, a school may use current-year funds to satisfy prior award year charges for tuition and fees, room, or board (and with permission, educationally related charges) for a total of not more than \$200. A school may not pay prior year charges in excess of \$200.

### **Federal Work Study Program (FWS)**

FWS is a federally-funded program and a part of the Title IV student aid funds. It provides jobs for students with financial need, allowing them to earn money to help pay for their education expenses.

# Financial Aid

## Student Consumer Information

Diné College provides current information through annual publications on students' rights and responsibilities concerning financial aid. For more information contact the Office of Financial Aid and Scholarship.

## Payment Plan

Other resources available to help pay for educational related expenses include Work Study, Tribal Scholarships etc. Diné College also offers an affordable monthly payment plan if a student is not eligible for financial aid.

## Certificate Program Title IV Eligibility

The following certificate programs are approved by the Department of Education for Title IV Financial Aid assistant for eligible students:

- Irrigation Technician
- Small Business Management/Entrepreneurship
- Office Technology

Any future certificate programs that qualify for Title IV eligibility can be obtained by the Financial Aid department.

## Office of Financial Aid & Scholarships Location/Contact:

The Office of Financial Aid is located in the SUB-Tsaile Campus and Shiprock North Campus.

For more information, call:

Tsaile Campus	Shiprock Branch
(928)724-6730/6731	(505)368-3511/3513

## Grants and Scholarships

Students applying for these scholarships must complete a FAFSA and have a Financial Aid Data Form (FADF) on file. These scholarships are established by public sources and private donors. Support is based on the availability of funds.

## Office of Navajo Nation Scholarship and Financial Assistance (ONNSFA)

For ONNSFA requirements, see ONNSFA Policies and Procedures online at [www.onnsfa.org](http://www.onnsfa.org). All applicants must apply at their respective agency.

### Chinle Agency

Email: [onnfachinle@navajo-nsn.gov](mailto:onnfachinle@navajo-nsn.gov)  
Office of Navajo Nation Scholarship & Financial Assistance - Chinle Agency  
P.O. Box 2358 Chinle, Arizona 86503  
Toll free: 1-800-919-9269, Fax: (928) 674-2331  
Website: [www.onnsfa.org](http://www.onnsfa.org).

### Crownpoint Agency

Email: [onnfacrownpoint@navajo-nsn.gov](mailto:onnfacrownpoint@navajo-nsn.gov)  
PO Box 1080  
Crownpoint, NM 87313  
Toll Free: (866) 254-9913  
Fax Number: (505) 786-2178

### Ft. Defiance Agency

Email: [onnfacentral@navajo-nsn.gov](mailto:onnfacentral@navajo-nsn.gov)  
PO Box 1870  
Window Rock, AZ 86515  
Toll Free: (800) 243-2956  
Fax Number: (928) 871-6561

### Shiprock Agency

Email: [onnfashiprock@navajo-nsn.gov](mailto:onnfashiprock@navajo-nsn.gov)  
PO Box 1349  
Shiprock, NM 87420  
Toll Free: (866) 223-6457  
Fax Number: (505) 368-1338

### Tuba City Agency

Email: [onnfatubacity@navajo-nsn.gov](mailto:onnfatubacity@navajo-nsn.gov)  
PO Box 370  
Tuba City, AZ 86045  
Toll Free: (866) 839-8151  
Fax Number: (928) 283-3215



# Financial Aid

## Internal Scholarships:

1. Archery Scholarship
2. Blair Business Endowment Scholarship
3. Cross Country Scholarship
4. Rodeo Scholarship
5. Shandiin Scholarship
6. Student Resident Advisors

## External Scholarships:

1. ACS Scholars Program
2. American Indian College Fund, Full Circle, Tribal Colleges and Universities (TCU) Program, Student of the Year
3. American Indian Education Foundation / National Relief Charities
4. American Indian Research and Education Initiative (AIREI)
5. American Indian Science and Engineering Society (AISES)
6. American Indian Services
7. American Meteorological Society (AMS)
8. American Planning Association Scholarships
9. American Society of Engineering Education
10. Arizona Dream Scholarship Program
11. Arizona Leveraging Education Assistance Partnership (AZLEAP)
12. Arizona Public Service's Scholarship
13. Association on American Indian Affairs
14. Association on American Indian Physicians
15. Avvo Scholarship Program
16. Benjamin Gilman Scholarship
17. Best Medocam Assistance Program
18. Boren Awards
19. Box Engineering Diversity Scholarship
20. Carol Jorgensen Scholarship for Environmental Stewardship
21. Carolina Rice (New York-New Jersey Metro Area)
22. Cherokee Nation Education Corporation
23. College Prep Scholarship Program
24. Early Childhood Scholarships (Register at: [www.azregistry.org](http://www.azregistry.org))
25. Earn to Learn
26. First Things First College Scholarship for ECE Professionals
27. REWARDS
28. Teach for America
29. The T.E.A.C.H. Early Childhood
30. Ellis Injury Law Diversity Scholarship
31. Fisher House Foundation Military Scholarship
32. Freedom Alliance Scholarship Fund
33. Gates Millennium Scholarships
34. George Washington University Native American Political Leadership Program
35. Hopi Tribe Grants & Scholarships Program
36. Indian Health Service Scholarships
37. Jack Kent Cooke Foundation Scholarships
38. LAGRANT Foundation
39. Mahatma Rice Scholarship (Florida and California)
40. Marine Corps Scholarship Foundation
41. National Institutes of Health (NIH) Grants & Funding
42. National Medical Fellowships
43. National Oceanic and Atmosphere Administration (NOAA)
44. Native Agriculture and Food System (NAFSI) Scholarship Program
45. Native American Finance Officers Association
46. Native American Journalist Association
47. Navajo Engineering and Construction Authority
48. Native Science Fellows
49. Navajo Nation Chapter Scholarships
50. Navajo Nation Oil & Gas Company
51. Navajo Nation Workforce Development
52. Navajo Tribal Utility Authority
53. Nova Corporation Scholarship
54. Office of Navajo Nation Scholarship and Financial Assistance Program (ONNSFA)
55. Project Love Scholarships
56. Scholarship America
57. Society of American Indian Government Employees (SAIGE) Scholarships
58. The Actuarial Foundation & Scholarships
59. The American Indian Graduate Center (AIGC)
60. The American Legion Scholarship
61. The CoachUp Scholarship Program
62. The National GEM Consortium
63. The Osage Nation Higher Education Scholarship
64. The Udall Foundation
65. Truman D. Picard Scholarship - Intertribal Timber Council
66. Utah Trust Fund Scholarship
67. Veterans Scholarship
68. Native Science Fellows
69. Navajo Nation Chapter Scholarships
70. Navajo Nation Oil & Gas Company
71. Navajo Nation Workforce Development
72. Navajo Tribal Utility Authority
73. Nova Corporation Scholarship
74. Office of Navajo Nation Scholarship and Financial Assistance Program (ONNSFA)
75. Project Love Scholarships
76. Scholarship America

# Financial Aid

77. Society of American Indian Government Employees (SAIGE) Scholarships
78. The Actuarial Foundation & Scholarships
79. The American Indian Graduate Center (AIGC)
80. The American Legion Scholarship
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82. The National GEM Consortium
83. The Osage Nation Higher Education Scholarship
84. The Udall Foundation
85. Truman D. Picard Scholarship - Intertribal Timber Council
86. Utah Trust Fund Scholarship
87. Veterans Scholarship



*Felisha Adams, American Indian College Fund  
Student of the Year*



*Dallas Peterman, Student of the Year for the Coca-  
Cola First Generation Scholarship*

# Student Services and College Resources

## Student Services at Diné College

The purpose of Student Services at Diné College is to support the instructional programs, respond to student needs, and foster students' academic, personal, and social development.

In efforts to promote students' leadership skills and quality student life, Student Services offers a variety of services including Financial Aid and Scholarship, Academic Advising (Refer to Pg. 13), Transfer and Career Services, Counseling, Disability Support Services, Retention, GED/Adult Education, Student Orientation, Tutoring (Refer to Learning Center, Pg. 27), Residential Life, and more.

## Adult Education Program

Diné College offers basic educational opportunities for students who need to work on their reading, writing, and mathematics skills. This Program also helps to prepare students for High School Equivalency Tests. For more information on this Program, call the Adult Education Program in Shiprock at (505) 368-3563.

## Associated Students of Diné College (ASDC)

The Associated Students of Diné College (ASDC) serves as a communication link between students and the administration. All currently enrolled students are members of ASDC. The motto of ASDC is "Students Helping Students." Members can take advantage of many student government opportunities in terms of leadership development, college and community life, student development, and group interactions in both intellectual and social settings. For more information call (928) 724-6726 or (928) 724-6611.

## Athletics

Since 1968, Diné College has supported athletic teams and developed an overall intercollegiate athletic program that ranks among the very best in Division I nationwide. Diné College Warriors have won many conference, regional and national championships in a variety of sports. Winning teams have become a tradition at Diné College in both men's and women's sports.

Community support for intercollegiate athletics at Diné College has been outstanding. The caliber of coaching, the quality of uniforms and equipment, and the opportunity to play against worthy competitors are superior. Diné College Athletic Programs aspire to the highest level of intercollegiate competition, sportsmanship and academic excellence, visit website at: [www.dinecollege.edu/gowarriors](http://www.dinecollege.edu/gowarriors).

## Financial Support for Student Athletes

Athletic scholarships, grants-in-aid and special inducements or privileges for athletes do exist at Diné College in accordance with the rules governing community college athletics. For more information on financial aid for athletes see financial aid.

## Intercollegiate Athletics for Men and Women

Archery, Rodeo and Cross Country teams participate and excel in the United States Collegiate Archery Association, United States Collegiate Athletic Association and National Intercollegiate Rodeo Association.

## Eligibility for Intercollegiate Sports

An eligibility form must be filed with the Office of Records and Admissions prior to participation in intercollegiate sports. Student athletes are not permitted to participate in athletic competition without proper documentation.

Student-athletes must be a full time student in good academic standing. Part time students and those on probation/ suspension are not eligible. Student-athletes must meet Dine College eligibility requirements first, all association eligibility requirements are secondary. One sport per student-athlete per academic year limit.

For a student to be eligible for any intercollegiate competition, the student must meet the following regulations:

- Graduate of an accredited high school with a diploma or earned a high school equivalency credential.
- Enrolled in a recognized academic program and making progress toward a two or four year degree at the attending college
- 1<sup>st</sup> term student-athletes – Enrolled in 12 credit hours minimum = fulltime status
- 2<sup>nd</sup> term Student-athlete – Enrolled in 12 credit hours Minimum and passed 12 credit hrs. with 2.0 GPA the previous semester and an accumulative GPA of 2.0 or better.
- 3<sup>rd</sup> term Student-athlete – Enrolled in 12 credit hours, and passed 12 credit hrs. with 2.0 GPA in the previous semester and earned 24 credit hrs. total minimum, with a 2.0 accumulative GPA.
- 4<sup>th</sup> term Student-athlete – Enrolled in 12 credit hours, and passed 12 credit hrs. with 2.0 GPA in the previous semester and earned 36 credit hrs. total minimum, with a 2.0 accumulative GPA.
- 5<sup>th</sup> term Student-athlete – Enrolled in 12 credit hours,

# Student Services and College Resources

and passed 12 credit hrs. with 2.0 GPA in the previous semester and earned 48 credit hrs. total minimum, with a 2.0 accumulative GPA.

- 6<sup>th</sup> term Student-athlete – Enrolled in 12 credit hours, and passed 12 credit hrs. with 2.0 GPA in the previous semester and earned 60 credit hrs. total minimum, with a 2.0 accumulative GPA.
- Summer and inter-term credit hours can be used to satisfy the 12/24 credit hour rule and GPA requirement
- Summer credit hours should be attached to the preceding Spring Semester for eligibility purposes.

## Student Athletes Class Attendance

Student Athletes are responsible for maintaining the attendance requirements as described in the course syllabi. As a reminder for student athletes, academics come first and athletics second. Services are available to help student athletes accomplish and reach their goals.

## Student Athletes on Satisfactory Academic Progress (SAP)

Student athletes must demonstrate satisfactory progress with a 2.00 GPA or higher to continue athletic participation and must maintain enrollment of 12 credit hours. Student athletes who drop below 12 hours and/or whose GPA falls below 2.00 are immediately ineligible for athletic participation.

## Satisfactory Completion

To be eligible for the next semester, a student athlete must have passed 12 or more credit hours and maintain a 2.00 GPA or higher.

## Falsification of Records

Student Athletes who falsify their academic records shall become immediately ineligible from further participation and competition.

## Intermural Sports for Men and Women

Volleyball, Basketball, Soccer and Softball compete locally with colleges in the area. Basketball also competes annually at the American Indian Higher Education Consortium (AIHEC) National Championship. Eligibility requirements follow the same collegiate school regulations.

## Cafeteria

Located in the middle of the Tsaille Campus is a full-service cafeteria managed by Aramark. The cafeteria provides breakfast, lunch, and dinner with a self-serve

salad and beverage bar for a fee. Menus are available and posted around campus. Everyone is welcome.

## Campus Security

The Tsaille Campus Security Department operates 24/7, year-round. Security Officers serve and protect people and property on campus. All sites are covered by the Navajo Nation Department of Law Enforcement.

Security Contact information:

Tsaille Campus	Shiprock Branch	Tuba City
(928) 724-6802	North Campus (505) 368-3521 South Campus (505) 368-3615	(928) 282-7514

## Parking Permits

All students (residential and commuters), faculty, and staff are required to have parking permits for their vehicles. Parking permits may be purchased at the respective security offices. Parking Permits cost:

- Faculty and Staff: \$10 Annually
- Students: \$5 per Semester

## Career Services

Career Services are available at the Tsaille and Shiprock campuses as part of the comprehensive education and student services offered at the College.

Career Services assists students with exploring, developing, and setting goals to each student's unique educational and academic needs. These services include career assessments, occupational information, goal setting, degree planning, and employment resources.

Our goal is to prepare students to become active participants in their career goals and build employable skills while attending Diné College.

Contact information:

Student Success Center	Student Success Center
(928) 724-6855	(505) 368-3621

# Student Services and College Resources

## Computer Services

The Information Technology Department (ITD) provides an array of computer-related services. Computer labs are located across the main campus and at the various regional sites for student use. Wireless access is available at all regional sites. Students who have their own computers must have current anti-virus protection installed in order to gain access to the Internet with the College.

Students who do not have current anti-virus software must contact ITD for more information. Laptops have to be registered with the IT department for access to the internet and Warrior Web.

## Warrior Web

Warrior Web is the official portal to the Diné College community. Warrior Web provides students, staff, and faculty with exclusive 24-hour access to internal college information and resources. Those with a Warrior ID and password will be able to access online courses and important announcements, news, and events.

Warrior ID is used for:

- Diné College computers.
- Student information on Diné College's portal, Warrior Web (grades, schedule, Financial Aid, and Student Billing).
- Diné College e-mail account.
- Networked Student Folder (S drive).
- Online classes through Learning Management System (LMS), such as eRacer or Blackboard.
- Diné College wireless access points.
- Purchase of textbooks via the virtual bookstore.

## Counseling Services

The Counseling Services provides academic, career, and personal counseling designed to:

- Help students identify and attain their educational and career goals
- Promote personal growth and development of students
- Guide and assist students in becoming active, responsible, and self-disciplined individuals
- Encourage and assist students with explorations of personal and professional choices.

We offer individual counseling on a short-term basis to focus on personal issues that may prevent a student from achieving academic success. Counselors can also help

students make contact with appropriate community resources.

Counseling Services are located at the Tsaile, Shiprock and Tuba City locations. Tsaile, Chinle and Window Rock students should contact (928) 724-6854; Shiprock and Crownpoint students should contact (505) 368-3628; and Tuba City students should contact (928) 283-7505.

## Disability Support Services

Diné College is committed to providing college-wide academic support services for students with documented disabilities. Students who have specific learning disabilities, sensory impairments, psychological disorders, or physical conditions are encouraged to meet with the Disability Coordinator to discuss support services and reasonable accommodations.

The following services are available: classroom accommodations, testing accommodations, referral for academic support services, academic advising, and supportive counseling.

Eligibility for support services is dependent upon documentation by a licensed or medical professional. Documentation must be within three years of an individual's disability. Students must apply for disability support services each Fall/Spring semester.

The Disability Support Services are located at the following campuses/centers:

- Tsaile (928) 724-6856
- Shiprock (505) 368-3627
- Tuba City, (928) 283-7505
- *Chinle & Window Rock Students contact Tsaile*
- *Crownpoint students contact Shiprock*

## Diné Environmental Institute (DEI)

(DEI) through Federal Grants has been utilizing and strengthening Diné College's Science, Technology, Engineering and Math (STEM) programs to support Diné College students through greater attention to cultural relevance, scaffold learning and research-based classroom and laboratory instructional delivery. Key to these goals is the understanding of the Diné

# Student Services and College Resources

process and method of research and analysis using core ancient Diné principles and values which guide environmental research and education.

The Diné concept of and relationship to the environment and the natural elements of life are strongly linked to the use of core ancient Diné principles and values which guided environmental research, curriculum and Math/Science STEM approaches. Educational sessions obtained from these research activities are taken into the Collegiate classrooms, K-12 schools, community and other professional entities.

Diné Environmental Institute at the Shiprock, New Mexico campus of Diné College holds considerable promise for Diné Interns advancing real-life practical applications drawn from the philosophical strengths of Navajo culture to the understanding of issues and to the generation of solutions to the major contemporary issues of society – both Navajo and national. The Goals of the DEI Internship Program are:

1. To encourage students to develop a strong interest in science, math and/or engineering and to complete an Associate of Science degree (any option).
2. To prepare students to transfer to a four-year college or university and complete a BA/BS degree program (minimum) in a Math, Science or Engineering major.
3. To provide real-life research experiences for students at national laboratories, partner agencies/universities and local communities and to expose students to activities commonly encountered in scientific careers.
4. To encourage Native American students to return to their communities as scientists and engineers.

## **Diné Policy Institute (DPI)**

The Diné Policy Institute (DPI) was established in 2005 as a partnership between the Navajo Nation Council and the Board of Regents of Diné College. DPI is an academic research entity of Diné College, implementing dynamic policy analysis based on Diné teaching and paradigms. DPI researches key issues facing the Navajo Nation using the framework of Diné philosophy to inform its methods of data collection, analysis, and recommendations and serves as a resource to provide quality research and education to the Diné people.

DPI also advises Navajo Nation law and policymakers by developing innovative policies and solutions for the Navajo Nation and the Diné people. Through its unique

approach to research, the Diné Policy Institute identifies, articulates, analyzes, and applies Diné paradigms to issues facing the Navajo Nation. DPI employs qualitative, quantitative and community-based research methodologies. DPI consults with an Advisory Circle, composed of traditional knowledge holders and Navajo scholars, to provide valuable insights and wisdom related to the Institute's research areas.

Both undergraduate and graduate research internships are available at the Diné Policy Institute on projects pertinent to the Diné people and the Navajo Nation. Interns will support DPI research projects in various ways under the mentorship of DPI researchers, and will address contemporary Navajo issues, such as Food Sovereignty, Public Health, Sustainable Community Development, Education, Social Service, Cultural Rights, and Government Development.

The Diné Policy Institute is housed at the Tsaile Campus of Diné College, Ned Hatathli Center (NHC) 632, <http://www.dinecollege.edu/institutes.php>.

## **High School Equivalency (HSE) Tests and Credentials**

Individuals who are 16 years or older and have not received their high school diplomas are eligible to have the HSE Tests administered to them. The State of Arizona administers the GED® Test and New Mexico administers the GED® and HiSET® tests. The HSE credentials are issued by the Arizona Department of Education or New Mexico Public Education Department, respectively. Prior to testing, individuals are strongly encouraged to enroll into a local Adult Education Program to prepare. For more information on the HSE tests, call Student Services in Shiprock at (505) 368-3629.

## **Land Grant Office (LGO)**

Through an act of Congress, all tribally controlled colleges were granted Land Grant institution status in 1994, which means that they are eligible to receive federal funds with certain restrictions. To uphold the Land Grant mission, the Diné College Board of Regents established the Institute for Integrated Rural Development in 1996 and subsequently changed the name to the Land Grant Office.

The Land Grant mission is to serve consumers through

# Student Services and College Resources

higher education programs, community outreach, and research. In doing so, the Land Grant Office has developed informal education which is disseminated as community outreach activities and projects, research, and extension in the areas of Natural Resource Management and Agriculture. Projects include large animal herd health workshops and presentations, developing farms at Tsaile and Shiprock campus, drip irrigation and hoop house construction workshops, Environmental Youth Camps, Sheep is Life Celebration, and 4-H clubs and recruitment. For more information, call (928) 724-6940.

## Land Grant Office Internship

Available to students in any major. Students must maintain a GPA of 2.5. Student projects include the demonstration farms at Tsaile or Shiprock and assisting with community events involving agriculture, nutrition, or 4-H programs. This internship is designed for students considering a career as an extension agent or working with the USDA.

## Learning Centers

The Learning Centers are located at the Tsaile, Shiprock, Tuba City, and Window Rock sites. Tsaile Learning Center is located at the Student Union Building. The Shiprock Learning Center is located inside the Student Success Center at south campus.

The Centers provide academic support to students including:

- Placement Testing for incoming students, Proctoring Tests for institutions, online courses
- Free one-on-one tutoring by peers
- Computer labs: Microsoft and Macintosh based operating systems
- Academic improvement workshops
- Internet access, telephone, emailing, proctoring, printing, copying, faxing, and scanning
- Academic Advising

### Learning Centers

<b>Tsaile</b>	(928) 724-6725/6726
<b>Shiprock</b>	(505) 368-3621
<b>Tuba City</b>	(928) 283-7506
<b>Window Rock</b>	(928) 871-2230

## Library Services

The Diné College library system is located on the Tsaile, Shiprock (south campus), and Crownpoint sites. Library access and services are provided to students, faculty, staff, and the local community. In addition to books, the library's homepage gives access to electronic databases and other resources.

At the Tsaile campus, the Kinyaa'aanii Library houses the R.C. Gorman Collection, a large movie and documentary selection, an extensive juvenile literature section, and a large selection of Navajo and Native American books in the Moses-Donner Indian Collection. At the Shiprock campus, the Senator John Pinto Library houses the David Brugge Collection of books, journals, and archaeological studies. The library at the Crownpoint site houses the Mary Shepardson Collection, a must-see for Navajo researchers.

## Library Card

Student ID Cards can be activated as library cards. A student at the Tsaile or Shiprock campuses or the Crownpoint Center can take his/her Student ID to the library for activation. Students at other Centers can speak to the Center Director to have a library card sent from Tsaile Campus to their location. Library Cards are needed to access the system, check out materials, and use the computers.

For more information, call:

### Library Services

<b>Tsaile</b>	(928) 724-6757
<b>Shiprock</b>	(505) 368-3646
<b>Crownpoint</b>	(505) 786-7205

## Ned Hatathli Museum

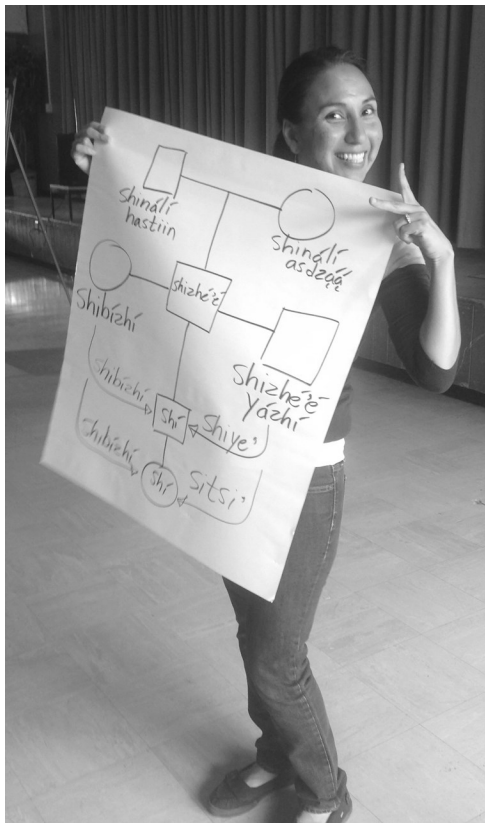
The museum is located on the fourth floor of the Ned Hatathli Center at the Tsaile Campus. It features a variety of audiovisual exhibitions, traveling exhibits,

# Student Services and College Resources

workshops, and lectures. The museum holds unique archeological and ethnographic items. For information, call (928) 724-6982.

## Navajo Language Proficiency Test

The Navajo Nation Department of Diné Education authorizes the Center for Diné Studies to administer the proficiency test for oral and written Navajo language. The test fee is \$65.00. For more information or to schedule the test, contact the Tsaile Campus Center for Diné Studies at (928) 724-6663 or (928) 724-6658.



## Residence Life Program

The Residence Life Program is committed to providing a safe and healthy living environment that is supportive of a student's academic pursuits while contributing to personal growth. Living on campus provides many advantages including accessibility to campus resources, the opportunity to develop strong social connections, and being part of a community.

Residence Halls are available for students at the Tsaile Campus only. Students with a GPA of 2.0 from the prior semester, transfer, and new incoming students are given

priority. Students must provide their own linens and are responsible for the cleanliness of their assigned room and common areas of assigned halls. Coin operated washer/dryer machines are available in each of the residence halls. Housing policies and regulations can be obtained from the Residence Life Office or on the Dine College website under Residence Life.

For more information regarding student housing or student apartments, call (928) 724-6782.

## Student/Family Dorms

There are 8 Hogan-shaped buildings to accommodate single adult students without dependents. Each building consists of the following and is set for double occupancy.

Student Dorms: not an apartment, two beds, one open room, shared bathroom and kitchen, a meal plan is required to be purchased.

Family Dorms: not an apartment, two beds, one open room, shared bathroom and kitchen, meal plan is required to be purchased.

- Each room consists of two twin beds, two dressers, two desk, and two closets.
- Shared bathroom with shower between every two rooms. Oak Hall (freshmen males) has two common shower rooms.
- There are four ADA compliant rooms located in Aspen and Willow Halls.
- Laundry rooms are equipped with two coin-operated washers/dryers and sink for student usage only.
- Each building has a fully equipped kitchen that includes a refrigerator, stove, and microwave.

## Family Apartments for Married/Single Parents

Apartments are available to students with families at the Tsaile Campus. The Student Family Housing has 32 units with a combination of 2 and 3 bedrooms. Four of these units are in compliance with the Americans with Disabilities Act (ADA) to ensure accommodations for individuals with disabilities (3 - two bedrooms and 1 - one bedroom). Each housing unit has a living room, dining area, bathroom and kitchen. The kitchen is fully equipped with a refrigerator, stove and microwave. All of these units are furnished with a queen sized bed and dresser in the master bedroom, a bunk bed and one dresser in each room. Other furnishings include a desk,



# Student Services and College Resources

chairs, kitchen table, and living room furnishings (sofas, end table & coffee table).

Married students/single parents applying for family housing must complete criminal background checks for their spouses and any high school age over 18 years still residing with the parents. Meal plans are not required to be purchased.

Parents must provide enrollment verification from the child's school. Only dependent children still in school will be eligible to live in family units with their parents/guardian. No extended family members are allowed to reside in the housing units.

## Application Procedures and Eligibility Requirements

Housing registration coincides with semester registration schedule, where students must be registered Full Time to apply for the Student Dorm, Family Dorm, or head of household for Family Apartment.

- Completed and signed Residence Life Application.
- Married students applying for family apartments must provide a marriage certificate/license, a certified court order of a traditional wedding or common law marriage or birth certificate listing both parents.
- Background check clearance - All students 18 years of age and older will be required to pass a criminal background check prior to moving into Residence Life housing facilities.
- Class Schedule (must be full-time/12 credit hours).
- Verification of funding sources.
- Security Deposit Receipt.

## Deposit

Residence Life requires a deposit for Student Housing. All deposits are due upon move in. Student Family Housing Units - A required deposit of \$250.00.

Residence Life Halls - A required deposit of \$150.00

It is the responsibility of the student to complete a housing application and attach all required paperwork. The Residence Life Office will accept only completed applications. Applications or Handbook can be downloaded on the Residence Life webpage at [www.dinecollege.edu/residence/residencelife.php](http://www.dinecollege.edu/residence/residencelife.php).

## Guest Housing

Residence Life has four guest rooms during the fall/spring semesters for overnight guests, students, staff and faculty, depending on availability. Reservations must be made 24 hours in advance with the Residence Life Office.

\$25 for single occupancy per night

\$35 for double occupancy per night

\$10 per night for current registered students

Guests must verify availability with the Residence Life Office before paying the fee at the Business Office. Guests must bring the receipt to the Residence Life Office before a room will be assigned and guests receive a key. Guests are required to fill out a Guest Registration Form and must abide by the Residence Life Policies and Rules.

## College Success Department

The purpose of the College Success Department, located at the Tsaile and Shiprock South Campus, is to identify, recruit, retain, and empower students. The College Success Department works with students who are struggling to stay in school. Students struggle for a variety of reasons including academic difficulties, work-related issues, and life pressures. The following services are provided to assist students:

- Assistance in accessing student support programs and services such as financial aid, career services, counseling services, academic support, special needs, etc.
- Support and encouragement to stay in school.
- Linking students to community resources such as daycare, financial assistance programs, etc.

## Student Activities

Student Activities promotes programs creating social engagement, leadership and student development opportunities. The Student Activities mission is to promote diverse and creative programming that will enhance the out of classroom college experience.

Activities include Talent Shows, guest speakers, live performances, music and dance events, movies, food events, magic shows, and Traditional Navajo Shoe games. Health and Wellness events include Health Fairs, Workshops, Fun Runs and much more. The Student Activities office is located inside the Student Union Building.

For more information call Tsaile Student Activities at (928) 724-6743 or 6744 or Shiprock Student Activities at (505) 368-3533.

# Student Services and College Resources

## Student Clubs and Organizations

To make the most of your time at Diné College, you want to get involved, whether that means planning a Powwow or helping to organize a charity event to raise funds. Whatever you do, you want to make a difference, and you can start by getting involved in one of the clubs and organizations available to Diné College students.

When you join a club, you meet other students with the same interests, develop leadership skills, embark on an adventure, and have fun. All Clubs are sanctioned by the Associated Students of Diné College. For more information Tsaille Student Activities at (928) 724-6743 or 6744 or Shiprock Student Activities at (505) 368-3533.

## Transfer Services

Students who are interested in pursuing a bachelor's degree from another institution should contact Academic Advising. Advisors are available to assist you with researching 4-year institutions, bachelor degree programs and requirements. Some resources and support services offered through transfer services are:

- One-on-one advisement focused on transfer options
- Informational brochures on 4-year institutions
- Assistance with the admissions process

Tsaile Campus	Shiprock Branch
<i>*Serves Tsaile, Chinle, Window Rock &amp; Tuba City</i>	<i>*Serves Shiprock &amp; Crownpoint</i>
(928) 724-6855	(505) 368-3623

## Veteran Services

Veterans Services is an integral component of Student Services at the College. Therefore, Diné College is committed to serving the educational needs of veterans. A designated Veterans Affairs (VA) School Certifying Official is available at each of the following DC locations to assist veterans needs: Tsaile, Crownpoint and Shiprock.

Certifying Officials provide and assist returning military members to enroll at the College and to expedite the processing of Veteran's Education & Training Benefits while enrolled at the College. There are numerous VA Education Benefit programs available to Veterans based on military service at the time of discharge.

Diné College curricula and courses are approved programs by both Arizona and New Mexico Veterans Education & Training Approval Agency for training of Veterans &

eligible dependents. Veterans who meet the eligibility requirements to receive Education Entitlement are required by law to comply with all VA regulations under which a Veteran is granted Education Benefits.

Please contact a Certifying Official for more information. Veteran students enrolling at Tuba City, Chinle, or Window Rock Centers, please contact Tsaile campus.

Veteran Services	
Tsaile Campus	Student Success Center (928) 724-6727
Shiprock Branch	Financial Aid Office (505) 368-3513
Crownpoint Campus	Center Director's Office (505) 786-5240



# Academic Policies

*In order for students to be successful, it is the responsibility of the students to familiarize themselves with the academic policies.*

## Academic Appeals

Students placed on academic probation or suspension may appeal to the Academic Standards Committee by filing an appeal with the Registrar. The student has the right to appeal any action affecting their academic status by obtaining the appropriate form from the Registrar's Office: Appeal of Suspension, Appeal of Probation, Grade Appeal, or General Appeal.

## Academic Course Load

A full course load normally will consist of twelve (12) to sixteen (16) credit hours each semester. Depending upon the student's major and degree of academic preparation, a student may take more than 16 credit hours. The student must have 3.00 cumulative GPA or higher, and obtain approval from an assigned advisor and the Dean of Faculty, to take 17 to 21 credit hours for Fall and Spring. Under no circumstances may a student enroll for more than 21 credit hours in one semester. During the summer, students may take a maximum of 6-8 hours per session and no more than 12-14 total over the summer. Credits earned through Credit by Examination are not counted in this policy.

## Academic Integrity

Students are responsible for the integrity of their academic work. Examples of academic dishonesty include but are not limited to, obtaining unauthorized assistance in any academic work; cheating on a test; plagiarism; quoting without proper credit; modifying any examination, paper, record, report or project without the instructor's approval for obtaining additional credit or an improved grade; and, representing the work of others as ones own. Some of the penalties that may be imposed include: warning (written or oral); reducing the grade for the assignment, test, or project; reducing the grade for the course; assigning a failing grade for the course; dismissing the student from the course and issuing a grade of "W"; academic probation or suspension; expulsion; and recording the decision in the student's academic record.

## Academic Probation

Students who do not maintain a semester GPA of 2.00 are subject to academic probation for the next semester of regular attendance. Academic probation is not recorded on the transcript. The criteria for full- or part-

time students are:

- Full-time students, upon completion of 12 or more semester credit hours, are placed on academic probation if they have a GPA less than 2.00 (higher levels specific to each Bachelor's program); if the number of semester credit hours drops below 12 as a result of an "In Progress" (IP) grade (see below), students are still considered to be making satisfactory progress.
- Part-time students, upon completion of 16 or more cumulative semester credit hours, are placed on academic probation when a total of 11 or fewer credit hours of work have been attempted in a semester and the cumulative GPA is less than a 2.00.
- Students on academic probation may take no more than 14 credit hours per semester unless approved by an advisor.

## Academic Recognition

Academic recognition can be achieved as follows:

- President's Honor List: Students must achieve a semester GPA of 4.00, complete a minimum of 12 credit hours, and receive no grades of "I" or "IP", "Honors" will be noted on transcript.
- Dean's Honor List: Students must achieve a semester GPA of 3.50 –3.99, complete a minimum of 12 credit hours, and receive no grades of "I" or "IP", "Honors" will be noted on transcript.

## Academic Standing

Students must maintain a 2.00 cumulative grade point average (CGPA) throughout their program of study (or higher levels in the Bachelor's degree programs; consult the program handbooks for details). When students receive final grades of A, B, C, D, or F, they are considered credit hours attempted and earned. W, I, or IP grades earn no credit and are not considered hours completed. Transfer credit hours accepted by Diné College are not calculated in cumulative grade point averages for determining satisfactory progress.

## Academic Status Change

When change of an "Incomplete" (I) or "In Progress" (IP) grade alters a student's academic status (see Table of Non-Grade Designations on pg. 33), the student is notified of the change in writing by Records and Admissions. When the changes are formally adjusted, students are placed on academic probation or suspension and the restriction is effective immediately.

# Academic Policies

## Academic Suspension

Students who do not satisfactorily meet the minimum standards required during the probationary semester will be placed on academic suspension. Academic suspension means the student will not be permitted to enroll in any classes at Diné College for the semester of suspension. Upon returning, the student will be placed on academic probation until minimum standards for satisfactory progress are met.

Academic suspension is not recorded on a student's transcript. Students who are placed on academic probation or academic suspension are subject to additional regulations regarding Satisfactory Academic Progress (SAP). A student may appeal academic suspension by obtaining appeal information from Records and Admissions. Program-specific policies regarding academic suspension apply to each of the Bachelor's degree programs. Consult the program handbooks for details.

## Access to and Confidentiality of Records

Social Security or Student Identification Numbers are used for students' identification and records only. The Family Education Rights and Privacy Act of 1974 (FERPA) protects the privacy of such information. The College provides access to specified official records related to the student and an opportunity to change such records if they are inaccurate while providing for the challenge of actual grades received. To ensure that their rights are upheld, students are required to file requests for non-disclosure on an annual basis if withholding of directory information is desired. Such requests will be honored for one academic year.

Only the Registrar's Office and other authorized personnel have access to student files. An authorized personnel is a person employed by the College in an administrative, supervisory, faculty, academic research, or support staff position (including law enforcement unit personnel), or other authorized personnel offices; a person or company with whom the College has contracted (such as an attorney, auditor, or collection agent); a person serving on the Board of Regents; or a student serving on an official committee or assisting another school official in performing his or her tasks.

## Administrative Withdrawal

The College reserves the right to withdraw a student from classes for any reason when College officials consider this action to be in the best interest of the College or of

the students.

## Auditing Courses

With the exception of laboratory courses, if space is available and permission is secured from the faculty, a student may audit a course. Full tuition is assessed for audits and confers no credit, grades, or quality points and does not apply toward graduation. A student must declare audit status at the time of registration. Changes from credit to audit or audit to credit are not permitted after the last day to add a class (See Academic Calendar). Audited courses will be noted on the student's permanent record as "AU" grade.

## Change of Grade

The Instructor and Division Chair must approve a grade change. Students wanting to appeal a grade must complete an Academic Grade Appeal form and follow the appeal process. Circumstances necessitating a change of grade may include a clerical error made by the instructor or data entry personnel in preparing the grade report or the change of an "Incomplete" grade. With the exception of the "I" and the "IP" grade which must be changed by the end of the following semester, a grade may be changed within one academic year from the time it was given. Changes of grades for summer courses must be completed by the end of the following semester.

## Change of Major

Students may change their major at any time by completing the Change of Major Form and submitting it to their adviser. Students who have changed their major must consult with their advisor to determine additional curriculum needs and understand any impacts it may have on Financial Aid eligibility. For the Tsaille Campus, a completed Change of Major Form should be submitted to the Office of Institutional Planning and Reporting (OIPR) for processing. Students at the Shiprock Branch will submit the form to their Student Affairs advisor. For all other centers, the form will be submitted to Center Director or Advisor to be forward to the Tsaille Campus for processing. The following are types of changes of major processes:

## Non-Degree Seeking to Degree Seeking

Students who declared non-degree seeking status but would like to now change to seeking a degree must complete the Change of Major Form and obtain verification of all required admission documents submitted to Records and Admission. This also includes completing the Placement Test

# Academic Policies

and/or the Navajo Language Proficiency Test.

## **Changing Degree Type**

Students who are changing from one type of undergraduate degree or certificate program to a different degree or Major must complete the Change of Major Form. Re-taking the Placement Test is not required for this process as the student should have already taken the Placement Test upon declaring a degree.

## **Adding a Major (dual major)**

It is not highly recommended for students to dual major as it impacts program duration to completion and Financial Aid eligibility; however, should a student wish to add a major, the Change of Major Form must be completed and submitted to their Advisor or Center Director for review and concurrence.

## **Class Attendance**

Students are expected to attend all classes and required labs. Instructors will keep attendance records. An absence does not excuse a student from classwork or assignments that are missed. Repeated absences and tardiness that affect student performance will be reflected in the final grade.

## **Course Change or Cancellation**

Diné College reserves the right to cancel any scheduled course or to change the day, time, location, and/or faculty of any course without notice. Students will not be penalized for cancelled courses. Tuition is fully refundable. Registration, technology, and other applicable activity fees are non-refundable.

## **Course Substitution**

The Course Substitution Request Form is available at all sites and must be submitted to Records and Admissions. The course substitution must be initiated and approved by both the Division Chair and Dean of Faculty and given to all applicable Chairs for their signatures. Students must consult with their assigned advisor prior to graduation. Request for course substitution must be approved by the appropriate Division Chair and the Dean of Faculty.

## **Credit-by-Examination**

Students who are currently enrolled in Diné College may apply for credit-by-examination in certain courses by contacting the Dean of Faculty. The Registrar and the Division Chairperson must also grant permission. Students may not petition to challenge a course a second

time, nor may they take an exam for a course in which they have previously enrolled. Each academic division may have additional qualifications. Students must register for examinations by the end of the fourth week of classes. Students at the Regional Sites may need to take the exam at the Tsaile Campus. Students must pay for the cost of the examination and the tuition fees, which are non-refundable. The exam and other division requirements must be passed with a grade of A, B, or C for credit to be given. A notation of "Credit by Examination" is placed on the transcript. The grade is included in the total earned credit hours but is not computed in the total grade point average. Students should note that Diné College's credit by examination may not transfer to other colleges and universities.

## **Dropping and Adding Course(s)**

Students who drop course(s) must complete a Drop/Add Form with proper signature(s) required and submit it to the Records and Admissions Office by the Drop/Add Date Deadline (See "Academic Calendar"). Students who fail to fill out the appropriate form and/or stop attending classes will receive an "F" grade. A student who properly drops a course will receive a "W" grade on his/her record. "W" grades do not affect the student's GPA.

- The student may drop courses by completing a Drop/Add form available from the Registrar's Office or the respective site.
- The Drop/Add form must be signed by the instructor of the class and the student's advisor. Completed Drop/Add forms must be returned to the Registrar's Office or to the respective Sites for processing by the drop deadline date (See Academic Calendar).
- A course dropped in the first two weeks of the semester will not appear on a student's transcript.
- A grade of "W" will be recorded for all classes dropped beginning the third week of the semester.
- Residential students dropping below 12 credits at any time during a semester lose eligibility for campus housing. Any appeals to this must be submitted to Residence Life.
- Students receiving financial aid must check with the Financial Aid and Scholarships Office for continued financial aid eligibility.
- Any student who discontinues a course at any time without officially dropping the course is subject to a grade of "F".

# Academic Policies

## Non-Grade Designations

Letter Code	Description	
I	Incomplete Grade	This grade indicates incomplete coursework. The incomplete grade must be converted to a credit grade at the end of the following regular semester, including the summer session, or it automatically changes to an “F”. If the change places the student on academic probation or suspension, this restriction is effective immediately.
IP	In-Progress Grade	This grade indicates that the student has met attendance requirements and has worked continuously toward meeting the objectives of the course. Re-enrollment in the course in the next semester is required. Therefore, IP may be given only once for the same course and only in the following pre-college courses: ENG 100A, 100B; FST 130, 131, and 133; and MTH 096 and 100. If the change places the student on academic probation or suspension, this restriction is effective immediately.
W	Withdrawal Grade	A student may withdraw from a course and receive a “W”, or the faculty may also drop or withdraw a student for any legitimate reason. A student has the right to appeal an Instructor Drop/Withdrawal by submitting a petition in writing to the appropriate faculty. Refer to the Academic Calendar for Withdrawal Deadline.
AU	Audit Grade	An “AU” is awarded for class participation and does not indicate proficiency in the subject matter. Course credit is not included in the Grade Point Average (GPA) or Cumulative Grade Point Average (CGPA)
CR	Credit Grade	A CR grade is awarded through a challenge examination. It is included in the total earned credit hours but is not computed in the GPA or CGPA.
R	Repeating a Course	Students may repeat courses previously taken. The transcript will show that the course was repeated, and the higher grade is used to compute a student’s Cumulative Grade Point Average (CGPA). Repeating a course impacts Financial Aid; see the Financial Aid Student Handbook for more information.
TR	Transfer	A TR grade is awarded for transfer credits that have been evaluated and approved by Records and Admissions. It is included in the total earned credit hours, but is not computed in the GPA or CGPA.

### Enrollment Status

The number of credit hours carried per semester indicates a student’s enrollment status.

**Full-time**—a student carries 12 or more credits per semester and must complete 24 credits in an academic year.

**Three-quarter time**—a student carries 9-11 credits per semester and must complete 18 credits in an academic year.

**Half-time**—a student carries 6-8 credits per semester and must complete 12 hours in an academic year.

Students who have earned fewer than 32 credit hours are classified as freshmen. Students with more than 32 hours are classified as sophomores.

### General Grade Appeal

Grades are determined solely by the individual faculty who taught the course for the session(s) or the semester (s). A student who wishes to contest a grade must first attempt to resolve the matter with the course faculty.

If the matter cannot be resolved with the instructor, the student may appeal to the appropriate Department Chairperson. The student must provide the evidence as to why the grade posted by the faculty is in error. If the matter is not resolved with the Division Chair, the student may appeal a final time to the Academic Standards Committee. The decision of the Academic Standards committee is final.

Grades may be appealed within one academic year. The

# Academic Policies

Grade Appeal Form can be obtained by Records and Admissions and will guide students through each of the three steps.

## Grade Point Average (GPA) System

Grade Point Average (GPA) refers to the average grade at any particular time during, or at the end of, any particular semester. It is determined by the total number of Quality Points Earned (QPE) divided by total number of credits.

The Cumulative Grade Point Average (CGPA) is the average for all courses taken at the college. It is computed by taking the sum of all Quality Points Earned (QPE) while in attendance at Diné College divided by the sum of all eligible credit hours earned.

Grade	Total Quality Points
A	4
B	3
C	2
D	1
F	0

*Example:*  
A in ENG 101 = 4 Quality Points x 3 credits = 12 QPE  
B in MTH 106 = 3 Quality Points x 3 credits = 9 QPE  
C in PSY 111 = 2 Quality Points x 3 credits = 6 QPE  
(27 QPE / 9 credits = 3.00) Student GPA = 3.00

The following rules are considered in computing the CGPA:

- Courses that are repeated are counted only once for credit and the CGPA; however, all repeated courses appear on the student's transcript.
- The higher grade is used for computing the CGPA whenever a course is repeated.
- Certain courses can be repeated for credit and therefore are exempt from the two rules above (e.g., 099, 199, and 299 courses; students should consult with their advisor).
- When grades of "I" or "IP" have been changed to letter grades, they are computed in the CGPA.
- A "CR" grade is computed in the total credit hours earned, but is not included in the CGPA.
- Individual instructors or academic divisions have specific policies and requirements for the "IP"

grade; students are advised to check each course syllabus carefully to be informed about the "IP" grade policy for courses.

- F, a failing grade, is shown on the transcript and computed in the CGPA unless the student retakes the course and passes at which time the passing grade is entered on the transcript and the quality points are computed in the CGPA and the semester GPA.

## Graduation Requirements

To be eligible for graduation and participation in a commencement exercise, students must meet the requirements for a degree or certificate as illustrated below.

Graduation Requirements for an Academic Degree or Certificate:

- Fulfill all coursework and degree requirements listed on the Graduation Degree Checklist.
- Cumulative Grade Point Average of "C" or better.
- Completion of Reading Proficiency requirement (Not applicable to Certificate Programs).
- File a completed Graduation Petition and Degree Checklist with the Office of Records and Admissions by the deadline (See Academic Calendar).
- Pay the \$25.00 non-refundable filing fee to the Cashier's Office (\$35.00 for late graduation petition fee).
- Pay all outstanding and prior accounts in full to the College.
- Return all checked-out materials to the library.
- Complete the College's student graduate survey.
- Have all course substitutions approved by submitting a Course Substitution Form.

## Reading Proficiency Requirement for Graduation

Satisfactory skill levels in reading, English, and mathematics are required for graduation. Graduation with a certificate does not require reading proficiency unless specified by courses required for the certificate. English and mathematics development are embedded into the General Education course requirements. Although reading courses do not fill any general education requirements, students must demonstrate satisfactory ability to read with comprehension in one of the following ways:

1. Students earn a passing score on the College's

# Academic Policies

reading placement test during enrollment or when it is offered as part of a reading course in which they are placed

2. Students who have not passed the reading placement test by the time they have completed one semester of FST 131 Advanced Reading must either take the course again and pass it with at least a “C” or pass the reading test when it is given during the semester
3. Students who have taken FST 131 a second time and have not passed either the course or the reading test must either:
  - a. Retake and pass FST 131 or
  - b. Retake and pass the reading test
4. Students can transfer in, from an accredited institution, an equivalent of ENG 101 or ENG 102, with a grade of C or better.

Students may not retake the reading test more than two times per semester and must wait a minimum of eight weeks between each attempt.

## Graduation Degree Checklist

A Degree Checklist needs to be completed with the assistance of an Academic Advisor and/or a Faculty Advisor. The Degree Checklist requires their signature for submission. Students use the Degree Checklist from the year that they begin attending classes at the College. If a student stops taking classes at the College for one academic year (Fall and Spring) or longer, he or she can use the checklist in the catalog year that they return.

A Degree Checklist should be reviewed each semester prior to registering in order to assist a student in selecting courses for registration. Each major or academic degree program includes:

1. General Education requirements
2. Program Requirements

\*Degree Checklists are available on Warrior Web (log-in required).

## Graduation Regalia

Appropriate college cap and gown are required for the commencement exercise. Traditional attire may be worn with the cap. The cap and gown signify the completion of a college degree program.

- Student graduates are required to purchase a cap and gown from the following locations: For Tsaile and Shiprock, the cap and gown may be purchase at the local campus bookstore.

- For Window Rock, Chinle, Tuba City, and Crownpoint, you may download the Diné College Cap and Gown Order Form from the Warrior Web, and submit the form with payment to the local center for processing.

## Graduation Exercise

A formal commencement exercise is held annually at the end of the spring semester. Participation in commencement exercises does not in any way infer the awarding or issuance of a degree. Degree conferral hinges solely on the student’s satisfactory completion of all Graduation Requirements listed on page 37.

## Graduating Catalog Year

Students maintaining continuous enrollment at Diné College graduate according to the requirements of the catalog in effect at the time of initial enrollment. If continuous enrollment is not maintained for an academic year, the student must meet the requirements for graduation of the catalog in affect at the time they returned. Students registering or re-registering during a summer term may follow the current catalog year or the subsequent catalog year.

## Graduation Petition

Students must complete and submit a Graduation Petition to the Records and Admissions Office prior to the graduation deadline. Deadlines are posted on the Academic Calendar.

## Graduation with Honors

The appropriate honors are recorded on a student’s transcript. The honors are based on scholastic achievement and are as follows:

GPA	Honor
3.50 to 3.69	Cum Laude
3.70 to 3.89	Magna Cum Laude
3.90 to 4.00	Summa Cum Laude

\* *Records and Admissions will provide the Honor Cords at no cost to the student.*



# Academic Policies

## Hold on Student Records

Students who fail to meet their obligations to the College, financial or otherwise, will have their academic records placed on hold until the obligation is resolved. No grade report or transcript will be issued to the student until obligations are satisfied in full.

## Instructor Drop

Students may be dropped from the course by the faculty. Instructor drop forms must be submitted to the Records and Admissions for processing. Any student dropped by the faculty will be notified of the action by the Records and Admissions Office. A student who wishes to be reinstated in a course from which they have been dropped must receive permission from the faculty and the Dean of Faculty. If the drop is revoked, the student will be responsible for payment of tuition.

## Midterm and Final Grade Report

The midterm examinations occur during the 8th week of classes during the Fall and Spring semesters. Midterm grades are not entered on the permanent record. Final examinations are scheduled at the end of the semester and must be taken during scheduled times.

## Military Service Credit

Basic training components of all military service may be approved to receive 2 physical education credits. To be eligible to receive the physical education credits, the following must be completed:

1. Veteran submits military transcript to Records and Admissions Office (RAO).
2. RAO completes the Request for Military Service Credit form and submits to the Science Division.
3. Science Division reviews the form and provides appropriate signatures for approval, then resubmits to RAO.
4. RAO will evaluate the military transcript to determine physical education course equivalency.
5. Upon approval, veterans will receive 2 physical education credits on his/her transcript with a grade of TR (credit) for the course(s). This will be calculated into the overall credits earned but not calculated in the GPA.

## Participation in College-Sponsored Events

Participation in official college events or activities, such as intramural sports or conference attendance, requires satisfactory academic standing with a 2.00 GPA and a completed Class Release Form must be turned into the

Registrar's Office prior to departure.

## Repeating Courses

Students may repeat courses previously taken at the College to better their understanding or to improve their grades. A transcript shows that the course was repeated, but only the higher grade is used to compute the student's CGPA. Repeating or retaking a class can affect a student's financial aid. (Please see repeat or retake in Financial Aid Policies.)

## Satisfactory Academic Progress Policy (SAP)

The Satisfactory Academic Progress Policy delineates requirements for satisfactory academic progress as well as guidelines for academic probation and academic suspension. They are:

- Full-time students are placed on academic probation if, upon completion of 12 or more semester credit hours, they have a semester grade point average less than a "C" (2.0); if a student's number of semester credit hours drops below 12 as a result of an IP grade, the student is still considered to be making satisfactory progress.
- Part-time students who have accumulated 16 or more semester credit hours are placed on academic probation whenever a total of 11 or less semester credit hours of work have been attempted and a CGPA less than a "C" (2.0) or is earned.
- The Satisfactory Academic Progress Policy applies to part-time students who have not yet accumulated a minimum of 16 semester credit hours.
- Students on academic probation may take no more than 14 credit hours per semester unless approved by the appropriate.
- Students placed on academic probation or academic suspensions are subject to additional regulations regarding SAP; **students should contact the Financial Aid Office for pertinent Financial Aid (SAP) regulations**

## Student Rights and Responsibilities

All Diné College students have rights and responsibilities identified in the Student Code of Conduct Handbook. A copy may be obtained from any Diné College site or online.

## Transcripts

Students may request an official transcript from the Records and Admissions Office from the main campus in Tsailé. All financial obligations to the College must be met before official transcripts will be released. Exceptions can be made for scholarships (including

# General Education

ONNSFA) with review. Unofficial transcripts can be printed at any time during a student's enrollment period in Warrior Web (log-in required). Allow 2 days maximum for official transcript printing and/or processing.

The Transcript Request Form is available at all sites and on the College website. A fee is required for each Official Transcript. Currently enrolled students may review their unofficial transcript at any time by logging into Warrior Web.

Diné College cannot send an Official Transcript by e-mail or fax.

## Transfer Credits

Transfer of credit is awarded for coursework completed at other colleges and universities. Records and Admissions is responsible for conducting official credit evaluations. Transfer students must request official transcripts from colleges previously attended to receive transfer credit. Transfer credit evaluations can take up to two weeks. A copy of the transfer credit evaluation will be mailed to the student or obtained from the Records and Admissions Office. Additional copies can also be obtained from Records and Admissions.

## Withdrawal from College

Students who officially withdraw from the College must use a Withdrawal Form available from Records and Admissions or respective campus site. Failure to withdraw properly results in the forfeiture of any refunds, and a grade of "F" is given for each course in progress at the time of the unofficial withdrawal. Withdrawal Forms must be returned to the Registrar's Office with all the required signatures.



## General Education Curriculum

Diné College works with other colleges and universities to achieve full recognition of Diné College general education courses and degree programs. To earn an associate degree or certificate, you must take classes that satisfy the designated general education requirements.

## Gen Ed Mission Statement

Diné College is committed to providing students with the opportunity to acquire skills and knowledge that include the ability to write clearly, read critically, speak effectively, use mathematics competently, think critically and creatively, understand abstract concepts, and use technology.

At Diné College we believe that Diné history, language, culture and philosophy, art, music, literature, and contemporary issues are necessary to understand and tell "the story of the Diné people." The purpose of Diné College's General Education curriculum is to enable students to pursue their academic and professional aspirations with experiences that consider diverse world views, philosophies, culture and contemporary experiences.

## Course Information

Courses in the General Catalog are offered in any given semester. The College reserves the right to add or delete courses in the list of offerings during the year and to withdraw courses with low enrollment at the beginning of each semester. Students should consult the course schedules published every semester and plan accordingly. Course schedules show course number, title, credit hours, meeting times, days, and location. Additional laboratory hours that may be required are designated in the course description.

## IMPORTANT NOTE REGARDING GENERAL EDUCATION

- The A.A. degree in Early Childhood Education provides a Navajo Language option in the Communication Core.
- The A.S. degree in Mathematics requires MTH 110 or MTH 114 to fulfill the Mathematics Core.
- The A.S. degree in Health Occupation requires PSY 111 to fulfill the Social and Behavioral Science Core.

# General Education

- The A.S. degree in Physics requires CHM 151 and CHM 152 to fulfill the Science Core.
- These General Education Requirements do not apply to the A.A.S. Degrees. The A.A.S. Degrees have their own specific General Education Requirements. Each of these options and exceptions are also noted under the degree descriptions.

## General Education Program Requirements

ENG 101, 102 for the English Option.

General Education Core	Credits
<b>Communications</b> ENG 101: Freshman English I ENG 102: Freshman English II	6
<b>Humanities and Fine Arts</b> Students must take two humanities classes, from two different subject prefixes. (See list below). Art History (ARH) English (ENG) 212, 213, 231, 233, 234, 241, 297 Fine Arts (FA) Humanities (HUM) Theater (THR) 101, 102	6
<b>Mathematics</b> Student must take appropriate course based on major. MTH 110: College Algebra MTH 114: College Mathematics MTH 106: Survey on College Mathematics	3-4
<b>Social and Behavioral Science</b> Students must choose one History (HST) 101, 102, 135, 136 course and one other course from: Anthropology (ANT) Sociology (SOC) Social Work (SWO) Social Science (SSC) Political Science (POS) Economics (ECO) Psychology (PSY)	6
<b>Laboratory Science</b> Students must choose one Life Science and one Physical Science course both with labs from: Life Science: BIO Physical Science: AGR, AST, CHM, ENV, GLG, PHY, PHS	8
<b>Physical Education and Health Education</b> PEH 122 PEH 113-148 Health Education (HEE) HEE 110, 111, 112	2-3

<b>Navajo Studies</b> One Navajo Language Course Based on Placement Test (NAV 101, 102, 201, 202, or 211) NIS 111: Foundations of Navajo Culture and NIS 221: Navajo History to Present	9-10
<b>Required Core Total</b> Students transferring may need to take additional courses to meet core requirements.	40-43

## Communications Requirements

NAV 212, 291, 301 for the Navajo Option (These courses do not meet AGEC option A, B, and S, the New Mexico Core Competencies, nor do they satisfy the ENG 101 prerequisite of college-level courses).

COM 121 is required for New Mexico Core Competencies.

Students in the Associate of Applied Science (A.A.S.) degree program must complete six credit hours in any of the following combinations; ENG 100B and ENG 101 or ENG 101 and ENG 102.

## Humanities and Fine Arts Requirements

For Diné College students earning an A.A. degree and/or students transferring to Arizona universities, 6 credits are required in the Humanities/Fine Arts. No more than three credit hours may be in one field of study so students are introduced to different areas.

New Mexico transferability requires 6–9 credits in Humanities/Fine Arts and 6–9 credits in Social Sciences. A total of 15 credits are required in Humanities and Social Science for the New Mexico Common Core. NIS 221 may be used as the 3 credits required for Diné College's general education requirements.

All students completing an A.A. degree must take one history class (HST) which may be used to meet either the Humanities or the Social and Behavioral Sciences requirements.

- Art History (ARH)
- English (ENG) 212, 213, 231, 233, 234, 241, 297
- Fine Arts (FA)
- History (HST) 101, 102, 135 or 136
- Humanities (HUM)
- Theater (THR) 101, 102

*Note on special requirements: Several courses that meet the Humanities and Fine Arts requirements also fulfill the AGEC special requirements of intensive writing/*

# General Education

*critical inquiry and/or ethnic/race/gender awareness and are identified under the course descriptions.*

## Mathematics Requirements

MTH 106, MTH 114, or MTH 110 or any mathematics class with either of these courses as a pre-requisite is required for the A.A. degree, and MTH 110 or MTH 114 is required for the A.S. degrees. MTH 100 fulfills the requirement for an A.A.S. degree. Students in the Associate of Applied Science program need to take MTH 100, except for Office Administration students, who can take BUS 142-Business Math, to satisfy their mathematics requirement.

## Navajo and Indian Studies Requirements

Students must complete 9 or 10 credit hours depending on their Navajo Language proficiency. Navajo and Indian Studies courses are required of all students enrolled in all degree programs. Navajo culture, history, and language are areas in which courses are taught in Navajo and English. Courses are offered in two tracks of Navajo language ability: speaker and non-speaker.

Students must complete the following courses to meet the Navajo and Indian Studies General Education Course Requirements:

- One Navajo Language course, based on placement test (NAV 101, 102, 201, 202, or 211)
- NIS 111: Foundations of Navajo Culture
- NIS 221: Navajo History to Present

*Note on special requirements: Several courses that meet Navajo and Indian Studies requirements also fulfill the AGEC special requirements of intensive writing/critical inquiry, ethnic/race/gender awareness, and/or historical awareness, as specified in the respective course descriptions.*

## Physical/Health Education Requirements

To fulfill the physical education requirements, students must complete a minimum of two credit hours from: PEH 122 (2 credits) or HEE 110, 111, 112 (3 credits) or choose from any two course from PEH 113 - PEH 148.

## Science Requirements

The A.A. and A.S. degrees require two science courses with a lab, one in the Physical Sciences and the other in the Life Sciences. A.S. degrees have required General Education science courses specific to the degree.

## Social and Behavioral Science Requirements

For Diné College students earning an A.A. degree and/or students transferring to Arizona universities, 6 credits are required in the Social and Behavioral Sciences. Three credit hours must be from HST 101, 102, 135, or 136. Students in the Associate of Arts degree program must complete three credit hours from any one of the fields of study listed below.

- Anthropology (ANT)
- Economics (ECO)
- History (HST) 101, 102, 135 or 136
- Political Science (POS)
- Psychology (PSY)
- Sociology (SOC)
- Social Science (SSC)
- Social Work (SWO)

New Mexico transferability requires 6–9 credits in Humanities/Fine Arts and 6–9 credits in Social Sciences.

*Note on special requirements: Many courses that meet the social and behavioral sciences requirements also fulfill the AGEC special requirements of intensive writing/critical inquiry, ethnic/race/gender awareness, and/or historical awareness and are identified under the course descriptions.*

## Transferring General Education Credits

The following is a more detailed explanation of the requirements for Arizona and New Mexico College or universities.

## Transfer to Arizona Universities

Diné College's Arizona General Education Curriculum (AGEC) has been approved by the State of Arizona. Students who complete an AGEC are better able to transfer general education courses taken at Diné College as a block, instead of the university evaluating each course for its transferability. Information for students who plan to transfer to Arizona colleges or universities can find more information at <http://az.transfer.org>.

# General Education

## Arizona General Education Curriculum (AGEC) Requirements

A 35-semester credit “block” can be completed at any Arizona community college. Because there are differences in the mathematics and science requirements for different degrees, there are three AGEC options. The blocks will transfer without loss of credits between any Arizona public community college or university in the programs designated by AGEC.

- AGEC-A for liberal arts (social science, fine arts, humanities) is a 35 semester-credit, lower division general education curriculum block that fulfills the lower-division general education requirements for the programs listed above
- AGEC-B for business administration is a 35 semester-credit, lower-division general education curriculum block that fulfills the lower-division general education requirements of business majors
- AGEC-S for science/mathematics is a 35 semester-credit, lower-division general education curriculum block that fulfills the lower-division general education requirements of majors with more stringent mathematics and mathematics-based science courses

Completion of all AGEC courses with a grade of “C” or better and a cumulative GPA of 2.00 guarantees admission to any college or university in the State of Arizona if you are a resident. It also guarantees your ability to transfer your lower-division general studies requirement to any Arizona public university for the majors that articulate with that AGEC. Non-residents must have a grade point average of 2.5 on a 4.0 scale.

The mathematics and science requirements differ among the three forms of AGEC.

- AGEC-A requires a minimum of college mathematics or college algebra.
- AGEC-B requires a minimum of brief calculus.
- AGEC-S requires a minimum of calculus and a minimum of university chemistry, physics, or biology.

## AGEC-A for Liberal Arts Majors

An approved AGEC-A block must contain intensive writing/critical inquiry (IW/CI), ethnic/race/gender awareness (ERG), and historical awareness (HA) components. These components may be fulfilled by taking Diné College general education courses that are designated in the catalog. Students may need to take one or more courses to meet these requirements.

Additional information about these special requirements can be found at: <http://az.transfer.org/cas/students>.

Subject Area	# of Courses	# of Semester Credits
Freshman Composition	2	6
Mathematics***	1	3+
Arts and Humanities	2-3	6-9
Social and Behavioral Sciences*	2-3	6-9
Physical and Biological Sciences	2	8
Navajo Studies **	2	6
<b>Total Semester Hours:</b>		<b>35-41</b>

\* History courses may be counted as social and behavioral sciences or humanities.

\*\* Navajo Studies: two courses from the following three options: (1) NAV 101 or 211; (2) NIS 111; (3) NIS 221.

\*\*\* MTH 110 College Algebra or MTH 114 College Mathematics.

# General Education

## AGEC-B for Business Administration Majors

An approved AGECE-B block must contain intensive writing/critical inquiry (IW/CI), ethnic/race/gender awareness (ERG), and historical awareness (HA) components.

These components may be fulfilled by taking Diné College general education courses that are designated in the catalog. Students may need to take one or more courses to meet these requirements. Additional information about these special requirements can be found at: <http://az.transfer.org>



## AGEC-S for Mathematics and Science Majors

An approved AGECE-S block must contain intensive writing/critical inquiry (IW/CI), ethnic/race/gender awareness (ERG), and historical awareness (HA) components.

These components may be fulfilled by taking Diné College general education courses that are designated in the catalog.

Subject Area	# of Courses	# of Semester Credits
Freshman Composition	2	6
Mathematics*	1	3+
Arts and Humanities	2-3	6-9
Social and Behavioral Sciences**	2-3	6-9
Physical and Biological Sciences	2	8
Navajo Studies***	2	6
<b>Total Semester Hours:</b>		<b>35-41</b>

\* Mathematics requirements: MTH 191.

\*\*History courses are included under social and behavioral sciences.

\*\*\* Navajo Studies, two courses from the following three options: (1) NAV 101 or 211; (2) NIS 111; (3) NIS 221.

Subject Area	# of Courses	# of Semester Credits
Freshman Composition	2	6
Mathematics*	1	3+
Arts and Humanities	2-3	6-9
Social and Behavioral Sciences**	2-3	6-9
Physical and Biological Sciences***	2	8
Navajo Studies****	2	6
<b>Total Semester Hours:</b>		<b>35-41</b>

\* Mathematics requirement: MTH 191 or higher.

\*\*History courses may be counted as social and behavioral sciences.

\*\*\*Science requirement: 8 credits of university chemistry or 8 credits of university biology. Choose the science appropriate for your major.

\*\*\*\* For Navajo Studies, two courses from the following three options: NAV 101 or 211, NIS 111, NIS 221.

# General Education

## Transfer to New Mexico Universities

Designated general education core courses successfully completed at any regionally accredited New Mexico institution of higher education are guaranteed to transfer to other New Mexico college or universities. Additional information on New Mexico transfers can be found at:

[www.hed.state.nm.us](http://www.hed.state.nm.us)

## The New Mexico General Education Common Core

Subject Area	Areas	# of Semester Credits
Freshman Composition	I	9
Mathematics	II	3
Science with Lab	III	8
Social and Behavioral Sciences**	IV	6-9
Arts and Humanities*	V	6-9
Navajo Studies		6
<b>Total Semester Hours:</b>		<b>35-39</b>

\* Humanities and fine arts: Introductory history survey and introductory philosophy, and introductory course in history, theory, or aesthetics of the arts or literature.

\*\* Social/behavioral sciences: Introductory courses only for political science, psychology, sociology, and anthropology, and only macroeconomics and microeconomics for economics.



# Degree and Certificate Programs

## Certificate Programs

- Digital Arts
- Irrigation Technician
- Navajo Nation Leadership
- Natural Resources
- Navajo Cultural Arts
- Public Health

## Associate of Applied Science Degrees

- Business Management
- Office Administration

## Associate of Arts Degrees

- Business Administration
- Computer Information Systems
- Diné Studies
- Early Childhood Education
- Education
- Fine Arts
- Liberal Arts
- Social and Behavioral Sciences
- Social Work

## Associate of Science Degrees

- General Science
- Public Health
- Health Occupation
- Environmental Science
- Agroecology/Environmental Science
- Biology
- Mathematics
- Physics

## Bachelor of Arts Degrees

- Elementary Education (*For General Classroom Teachers*)
- Business Administration





# Certificate Programs



## CERTIFICATE PROGRAMS

Certificate programs offer practical training for immediate employment. They do not require general education courses. The courses are not designed to transfer to an upper level program of study.

### Digital Arts Certificate

The Digital Arts Certificate prepares students to learn the basics of graphic arts and graphic art design programs and for employment in the computer graphics and publishing field. It is also for entrepreneurs starting their own business. Students follow basic aesthetic principles in creating work. Students will gain experience in page design, illustration, photography, and web design using professional Adobe programs.

*Note: The following Electives are optional. They are recommended but not required for the certificate.*

DA 213 Photographic Image Editing II, DA 215 Web Design II, ENG 180 Technical Writing

Program Requirements	Credits
ENG 100B Communication Workshop II	3
MTH 096 or MTH 106	3-4
*DA 109 Intro to the Macintosh Computer *Students may opt to test out of this class	1
DA 110 Introduction to Graphic Arts	3
DA 111 Page Design I	3
DA 112 Computer Illustration I	3
DA 113 Photographic Image Editing I (cross listed with FA 181)	3
DA 211 Page Design II	3
DA 212 Computer Illustration II	3
DA 115 Web Design I	3
DA 220 Portfolio	2
Electives: Optional, not required. DA 213; DA 215; or ENG 180	3
<b>Program Credits:</b>	<b>29-34</b>

\*The following Digital Art courses may be used as electives for the A.A. degree in Fine Arts:

DA 112 Computer Illustration I; DA 113 Photographic Image Editing I, DA 212 Computer Illustration II; DA 213 Photographic Imaging II.

# Certificate Programs

## Irrigation Technician Certificate

This program is designed in collaboration with Navajo Agricultural Products Industries (NAPI), New Mexico State University (NMSU), and Diné College Science Division to provide students the fundamental training skills needed to transition into an entry-level irrigation technician position or related fields. The courses are designed to teach students through a practical curriculum intended for agriculturally based projects and programs.

Program Requirements	Credits
<b>Semester I</b>	
<b>ENG 101 Freshman English</b>	<b>3</b>
<ul style="list-style-type: none"> <li>Navajo Language Class Based on Placement Test (NAV 101, 102, 201, 202, or 211)</li> </ul>	3-4
<b>ENV 101 Introduction to Environmental Science</b> or <b>BIO 100 Biology Concepts</b>	<b>4</b>
<b>ENV 123 Introduction to Physical Hydrology</b>	<b>3</b>
<b>Semester II</b>	
<b>MTH 106 Survey on College Mathematics</b> or <b>MTH 110 College Algebra</b>	3-4
<b>ENV 216 Irrigation and Drainage</b>	<b>3</b>
<b>ENV 225 Principles of Agroecology with Lab</b>	<b>4</b>
<b>ENV 110 Introduction to Soils w/lab</b>	<b>4</b>
<b>EGR 105 Electricity I</b>	<b>2</b>
<b>EGR 110 Electricity II</b>	<b>2</b>
<b>ENV 103 Introduction to Cartography/GPS/GIS</b>	<b>1</b>
<b>Program Credits:</b>	<b>32-34</b>

## Navajo Nation Leadership Certificate

The certificate in Navajo Nation Leadership will enable certification holders, local service providers, professionals and organizations to better serve the Navajo public.

Program Requirements	Credits
<b>1<sup>st</sup> semester = 15 hours</b>	
<b>NAV 120 Introduction to Navajo Leadership and Communication</b>	<b>3</b>
<b>NIS 118 Navajo Fundamental Law I</b>	<b>3</b>
<b>NIS 121 Navajo Human Relations</b>	<b>3</b>
<b>NIS 123 Navajo Supervision and Management</b>	<b>3</b>
<b>NIS 124 Navajo Governance</b>	<b>3</b>
<b>2<sup>nd</sup> semester = 15 hours</b>	
<b>NAV 140 Introduction to Navajo Public Speaking</b>	<b>3</b>
<b>NIS 127 Navajo Current Issues and Affairs</b>	<b>3</b>
<b>NIS 130 Federal, State, County &amp; Municipal Government</b>	<b>3</b>
<b>NIS 133 Toastmaster &amp; Parliamentary Procedures</b>	<b>3</b>
<b>NIS 135 Navajo Fundamental Law II</b>	<b>3</b>
<b>Program Credits:</b>	<b>30</b>

# Certificate Programs

## Natural Resources Certificate

The Natural Resources Certificate Program prepares students with the training and skills to seek employment in entry level positions in the careers of Agriculture and Natural Resources. The courses are taught according to the Diné Education Philosophy to incorporate, assessment, planning, implementation and evaluation.

The courses utilize hands-on learning by incorporating applicable Natural Resources concerns on tribal lands particularly on the Navajo Nation. The skills learned in this program can be applied to public, private and federal Agriculture and Natural Resource organizations and programs.

Program Requirements	Credits
AGR 103 Conservative Planning	4
AGR 110 Monitoring/Assessment & Rangeland	4
BIO 184 Plant Biology	4
ENG 100A Communication Workshop I	3
ENV 110 Introduction to Soils/Lab	4
MTH 100 Intermediate Algebra	4
NIS 160 Navajo Agriculture History to Present	3
BIO 100 Biology Concepts or BIO 181 General Biology	4
ENV 101 Introduction Environmental Science or GLG 101 Indigenous Physical Geology	4
<b>Program Credits:</b>	<b>34</b>

## Navajo Cultural Arts Certificate

The Certificate in Navajo Cultural Arts will enhance and revitalize authentic practices and provide opportunities for Navajo master artisans and “knowledge holders” to share their unique skills with the emerging young generation of artists (participants will be selected on a cohort basis).

Program Requirements	Credits
<b>1st Semester -9 hours</b>	
NIS 129 Navajo Cultural Arts Selling Practice	3
NIS 132 Navajo Cultural Arts Material and Resources	3
NIS 197 Navajo Cultural Arts Practicum I	3
<b>Emphasis (Choose One) - 3 hours</b>	
NIS 101 Navajo Pottery	3
NIS 103 Navajo Basketry	
NIS 105 Navajo Rug Weaving	
NIS 107 Navajo Moccasin Making	
NIS 108 Navajo Silversmithing	
NIS 128 Navajo Basic Buckskin/Leather Braiding	
<b>2nd Semester - 9 hours</b>	
NIS 134 Navajo Cultural Arts and Philosophy	3
NIS 185 Navajo Cultural Arts Business System	3
NIS 198 Navajo Cultural Arts Practicum II	3
<b>Emphasis (Choose One) - 3 hours</b>	
NIS 201 Navajo Pottery/Ceremonial Pipes	3
NIS 203 Advanced Navajo Basket Making	
NIS 205 Advanced Navajo Rug Weaving	
NIS 206 Navajo Sash Belt/Ceremonial Stocking	
NIS 207 Advanced Navajo Moccasin Making	
NIS 208 Advanced Navajo Silversmithing	
NIS 209 Navajo Horse Hair Braiding	
<b>Program Credits:</b>	<b>24</b>

# Certificates

## Public Health Certificate

The Certificate in Public Health provides a basic set of courses that prepare the student for meaningful participation in public health programs and research projects, including employment in some of the public health services programs in the Navajo Nation.

This certificate is jointly awarded by Diné College and by the Mel and Enid Zuckerman College of Public Health at the University of Arizona. The courses are taught according to the Diné Education Philosophy following the program development cycle of assessment, planning, implementation, and evaluation.

Program Requirements	Credits
PUH 111 Introduction to Public Health	3
PUH 270 Community Health Assessment/ Planning	3
Choice of option A or B:	
Option A:*	
PUH 280 Implement & Eval of Public Health	3
and choose one from: EDU 200; BIO 170; BIO 201; HEE 110; HEE 111; NAV 231; PSY 111; PSY 240; PSY 250; PUH 200; PUH 241 or PUH 289; SOC 111; SOC 225; SOC 230	3
Option B:*	
PUH 290 Public Health Research Methods	4
PUH 297 Public Health Research Methods Practicum	3
<b>Program Credits:</b>	<b>12-13</b>

\*Option A: Calls for PUH 280 and one elective course chosen from the list provided, both of which can be taken during the regular academic year

\*\*Option B: Specifically applies these principles to the conduct of public health research through participation in the Summer Research enhancement program consisting of PUH 290 and PUH 297

*NOTE: Student will not be eligible for Title IV Financial Aid in this certificate program.*



# Endorsement Programs

## Early Childhood Education Endorsement

The Center for Dine Teacher Education offers Early Childhood endorsement courses that are aligned to the Arizona Department of Education requirements. The courses promote culturally appropriate teaching and learning strategies for Navajo learners. It is designed for teachers, taught by teachers, with real-world applications in Navajo Nation schools. All courses will be offered at the Tsaile Campus.

Program Requirements	Credits
ECE 108 Field Exper: Birth –Preschool	4
ECE 110 Field Exper: K-3rd Grade	4
ECE 111 Introduction to Early Childhood Education	3
ECE 116 Language, Literacy and Cognitive Development	3
ECE 220 Creative Arts for Young Children	3
ECE 225 Child Growth & Development	3
ECE 235 K'd Social Development and Community	3
ECE 245 Wellness and Special Needs for Young Children	4
<b>Program Credits:</b>	<b>27</b>

## Math Endorsement

The Center for Dine Teacher Education offers Math endorsement courses that are aligned to Arizona Department of Education requirements. The courses promote culturally appropriate teaching and learning strategies for Navajo learners. It is designed for teachers, taught by teachers, with real-world applications in Navajo Nation schools. All courses will be offered at the Tsaile Campus.

Program Requirements	Credits
EDP 250 Numbers and Operations in Grades K-8	6
EDP 251 Geometry and Measurement in Grades K-8	3
EPD 252 Patterns, Algebra, and Functions in Grades K-8	6
EPD 253 Data Analysis, Probability and Discrete Math in K-8	3
EDU 254 Mathematics Classroom Assessment in Grades K-8	3
EDU 255 Pedagogy & Instr Ldershp in Math in Grades K-8	3
<b>Program Credits:</b>	<b>24</b>

# Degree Programs

## ASSOCIATE OF APPLIED SCIENCE DEGREE PROGRAMS

The Associate of Applied Science (A.A.S.) degree programs prepare students for employment following graduation. A minimum of 60 academic credits must be earned in specified coursework. Associate of Applied Science degrees are awarded in two programs of study: Business Management and Office Administration.

### Business Management (A.A.S.)

This program provides students with business skills for entry-level positions and for starting and managing their own small businesses. It enables students to pursue further business studies and to apply business and organizational skills in their personal lives. The program features the practical, “real world” application of business concepts to challenges facing Navajos.

General Education Requirements	Credits
Communications ENG 100B and 101 or ENG 101 and 102	6
Mathematics MTH 100 Intermediate Algebra	4
Navajo and Indian Studies Navajo Language Class Based on Placement Test; NIS 111, and 221	9-10
Physical Education/ Health Education PEH 122 or choice of two courses from PEH 113-148 or one from any HEE courses	2-3
<b>General Education Credits:</b>	<b>21-23</b>

Program Requirements	Credits
ACC 100 Fundamentals of Accounting	3
ACC 200 Financial Accounting	3
BUS 141 Introduction to Business	3
BUS 142 Business Math	3
BUS 143 Business English	3
BUS 180 Computers in Business	3
BUS 204 Business Law	3
BUS 211 Business Internship	3
BUS 240 Personal Finance	3
BUS 243 Business Communications	3
CIS 101 Spreadsheet	3
ECO 111 Introduction to Economics	3
MGT 140 Human Relations	3
MGT 250 Small Business Management	3
MKT 240 Marketing	3
<b>Program Credits:</b>	<b>45</b>

Degree Earned	Credits
General Education	21-23
Program Requirements	45
<b>Total Credits Earned:</b>	<b>66-68</b>

### Office Administration (A.A.S.)

The Office Administration program provides training in business and office management skills required for positions as an administrative professional.

General Education Requirements	Credits
Communications ENG 100B and 101 or ENG 101 and 102	6
Mathematics *Fulfilled in program requirement with BUS 142	0*
Navajo and Indian Studies Navajo Language Class Based on Placement Test; NIS 111, and 221	9-10
Physical Education/Health Education PEH 122 or choice of two courses from PEH 113-148 or one from any HEE	2-3
<b>General Education Credits:</b>	<b>17-19</b>

Program Requirements	Credits
ACC 100 Fundamentals of Accounting	3
BUS 111 Keyboarding I**	3
BUS 121 Records Management	3
BUS 124 Office Procedures	3
BUS 141 Introduction to Business	3
BUS 142 Business Math	3
BUS 143 Business English	3
BUS 180 Computers in Business	3
BUS 211 Business Internship	3
BUS 214 Word Processing I	3
BUS 216 Word Processing II	3
BUS 240 Personal Finance	3
BUS 243 Business Communications	3
CIS 101 Spreadsheet	3
MGT 140 Human Relations	3
MKT 140 Customer Relations and Service	3
<b>Program Credits:</b>	<b>48</b>

Degree Earned	Credits
General Education	17-19
Program Requirements	48
<b>Total Credits Earned:</b>	<b>65-67</b>

\*\*BUS 111 may be waived if at least one year of keyboarding was completed in high school; a Business elective must be substituted

# Degree Programs

## ASSOCIATE OF ARTS DEGREE PROGRAMS

The Associate of Arts (A.A.) degree is for students who wish to transfer to a four-year program of study at a college or university. A minimum of sixty-four credit hours may be earned in an academic program of study designed to meet general education and program requirements in the following majors:

### Business Administration (A.A.)

This program provides a solid foundation for the transfer student pursuing a bachelor degree in business administration or business education.

AZ Program Requirements	Credits
ACC 200 Financial Accounting	3
ACC 201 Managerial Accounting	3
BUS 204 Business Law	3
BUS 265 Statistical Analysis for Business	3
BUS 270 Quantitative Methods in Business (AZ)	3
CIS 111 Introduction to Computers	3
ECO 201 Principles of Microeconomics	3
MKT 240 Marketing	3
<b>Program Credits:</b>	<b>24</b>

NM Program Requirements	Credits
ACC 200 Financial Accounting	3
ACC 201 Managerial Accounting	3
BUS 204 Business Law	3
BUS 265 Statistical Analysis for Business	3
COM 121 Speech Communications	3
CIS 111 Introduction to Computers	3
ECO 201 Principles of Microeconomics	3
MKT 240 Marketing	3
<b>Program Credits:</b>	<b>24</b>

Degree Earned	Credits
General Education	40-43
Program Requirements	24
<b>Total Credits Earned:</b>	<b>64-67</b>

\*ECO 200 Principles of Macroeconomics is a required course to complete the A.A. Business Administration degree program. The ECO 200 course must be completed under the General Education requirements for Social & Behavioral Sciences. Please review the A.A. Business Administration degree checklist with an Advisor for more information.

### Computer Information Systems (A.A.)

Students learn to develop and maintain systems that produce information for organizational planning. The coursework prepares students for admission to undergraduate programs in Computer Information Systems at a four-year university and for a career in Computer Information Systems.

Program Requirements	Credits
ACC 200 Financial Accounting	3
ACC 201 Managerial Accounting	3
BUS 204 Business Law	3
BUS 265 Statistical Analysis for Business	3
BUS 270 Quantitative Methods in Business (AZ)	3
CIS 111 Introduction to Computers	3
CIS 155 Introduction to Programming	3
CIS 210 Systems Analysis and Design	3
COM 121 Speech Communication (NM)	3
ECO 201 Principles of Microeconomic	3
MTH 191 Calculus I (AZ)	4
<b>Program Credits: (24 hours NM; 28 hours AZ)</b>	<b>24 or 28</b>

Degree Earned	Credits
General Education	40-43
Program Requirements (24 hours NM; 28 hours AZ)	24 or 28
<b>Total Credits Earned:</b>	<b>64-71</b>



# Degree Programs

## Diné Studies (A.A.)

The purpose of the Diné Studies program is to provide basic principles and information in the major areas of Diné knowledge and Diné language. The program will prepare students to pursue a baccalaureate degree in American Indian Studies, Anthropology, or a related field.

Program Requirements	Credits
<b>Core Program Requirements:</b> Each of these courses must be taken.	
One NAV Course (beyond that used for General Education Requirement)	3-4
Additional NAV Course (200 level or above)	3-4
NIS 220 Navajo Oral History	3
NIS/POS 226 Navajo Nation Government	3
NIS 225/ANT 225 Indians of the U.S. & N.A.	3
<b>Electives:</b> Must take a total of 4 Courses from the following list for a total of 12-14 credits of electives. Courses used to fulfill electives below may NOT be used to fulfill General Education or Diné Studies Core Program Requirements. Courses may be chosen from one area or a mixture of different areas below to total 12-14 credits	
<i>Diné Bizaad (NAV) Course(s):</i> 200 level or above (No more than 4 courses)	0-14
<i>Diné Culture, Philosophy and Government (NIS) Course(s):</i> 200 level or above (No more than 4 courses from): NIS 222, NIS 261, NIS 292, NIS 294, NIS 295)	0-12
<i>Diné Cultural Arts (NIS) Course(s):</i> (No more than 2 courses from): NIS 101, NIS 103, NIS 105, NIS 107, NIS 108, NIS 150, NIS 160, NIS 205, NIS 208)	0-6
<b>Program Credits:</b>	<b>27-31</b>

Degree Earned	Credits
General Education	40-43
Program Requirements	27-31
<b>Total Credits Earned:</b>	<b>67-74</b>

## Early Childhood Education (A.A.)

The Early Childhood Education program prepares teacher candidates for employment in early childhood contexts, and for successful participation in higher-level academic programs. General Education program requirements can be found on page 37. IMPORTANT: To fulfill the General Education Communications requirements, students are provided the following options:

- ENG 101, or NAV 212
- ENG 102, or NAV 291

Program Requirements	Credits
ECE 108 Field Experience: Birth to Preschool	4
ECE 110 Field Experience II– 5 to 8 Year Olds	4
ECE 111 Introduction to Early Childhood Education	3
ECE 116 Lang. and Cognitive Development	3
ECE 220 Creative Arts for Young Children	3
ECE 225 Child Growth and Development	3
ECE 235 K'é Social Dev. and Community	3
ECE 245 Wellness and Special Needs	4
<b>Program Credits:</b>	<b>27</b>

Degree Earned	Credits
General Education	40-43
Program Requirements	27
<b>Total Credits Earned:</b>	<b>67-70</b>



# Degree Programs

## *Diné College and Northern Pioneer College Childhood Development Associate Articulation for Associate of Arts in Early Childhood Development Courses Matrix*

The following courses can be applied toward specified Childhood Development Associate course works for transferability. Courses also count towards an Arizona Early Childhood Education endorsement.

<b>Diné College Courses &amp; Title</b>	<b>Northern Pioneer College Early Childhood Development (ECD) Courses &amp; Titles</b>	<b>Diné College EDU Courses &amp; Titles (required for admission to BA Program)</b>
ECE 245 Wellness and Special Needs for Young Children (4)	ECD 100 Providing a Healthy Environment (1) ECD 102 Ensuring a Safe Environment (1) ECE 115 Nutrition in Early Childhood (1) ECD 143 Inclusion of Children with Special Needs (2) ECD 222 Young Children with Special Needs (3)	EDU 240 Introduction to Special Education (3)
ECE 234 K'è, Ádaa Ákohwindzin, Social Development, and Community (3)	ECD 105 Guidance Principles for Encouraging Self-discipline (1) ECE 120 Enhancing a Positive Self (1) ECD 110 Building Relationships with Parents Through Communication (1) ECD 111 Supporting the Growth and Education of Parents (1) ECD 112 Enhancing Family Involvement (1) ECE 175 Professionalism (1)	
ECE 116 Language, Literacy, and Cognitive Development (3) *	ECD 113 Fostering Communication and Language Skills (1) ECD 114 Beginning Mathematical Concepts (1) ECD 116 Sciencing and Discovery (1) ECD 117 Enhancing Questions and Problem-Solving Abilities (1) ECD 136 Understanding How Children Learn (1) ECD 217 Early Literacy (1)	
ECE 220 Creative Arts for Young Children (3)	ECD 118 BLOCKS IN Early Childhood Program (1) ECD 123 Music and Creative Movement (1) ECD 124 Dramatic Play in the Early Childhood Setting (1) ECD 125 Creative Media (1)	EDC 238 Children and Youth Literature (4)
ECE 111 Introduction to Early Childhood Education (3)	ECD 200 Introduction to Early Childhood Education (3)	EDU 200 Foundations of Education (3)
ECE 225 Child Growth and Development (3)	ECD 250 Child Development I (3) or ECD 147 Prenatal & Infant Development (1) ECD 148 Toddler Development ECD 149 Development of the Preschool Child (1) ECD 126 Large Muscle Development (1) ECD 127 Small Muscle Development (1)	
ECE 108 Field Experience: Birth-Preschool (2-4)	ECD 108 Observing Young Children (1) ECD 270 CDA Assessment Prep (1)	EDU 297 Practicum in Education (1)
ECE 110 Field Experience: K-3rd grade (2-4)	ECD 101 The Child's Total Learning Environment (1) ECD Planned Arrangements and Schedules (1) ECD 270 CDA Assessment Prep	EDU 297 Practicum in Education (1)

# Degree Programs

## Associate of Arts Degree Programs - cont'd

### Education (A.A.)

The Education program introduces teacher candidates to careers in K-12 teaching, and prepares them for successful participation in BA-level courses at Diné College and other colleges. Candidates develop a portfolio of learning projects that is presented to the College community at the conclusion of the program.

Program Requirements	Credits
EDU 200 Foundations of Education	3
EDU 238 Children and Youth Literature	4
EDU 240 Introduction to Special Education	3
EDU 261 Technology in Education	3
EDU 297 Practicum in Education	1
Any Earth Science w/ Lab recommended	4
MTE 280 Math for Elementary School Teachers I	3
MTE 281 Math for Elementary School Teachers II	3
<b>Program Credits:</b>	<b>24</b>

Degree Earned	Credits
General Education	40-43
Program Requirements	24
<b>Total Credits Earned:</b>	<b>64-67</b>



### Fine Arts (A.A.)

The Fine Arts program offers a visual arts curriculum for students who want to transfer to a four-year program. The curriculum promotes personal development in the arts. It includes studio art courses in Ceramics, Drawing, Commercial Art, Graphics, Painting, Photography, and Sculpture, as well as Art History and Art Education. Interested students should consult the catalog of four-year institutions that offer Bachelor of Fine Arts programs and speak with Fine Arts advisors. Ceramics, Painting, Photography, and Sculpture are available only at Tsailé.

Program Requirements	Credits
<b>Fine Arts:</b> FA 106 Color Theory FA 107 3D Design FA 112 2D Design FA 115 Drawing I	12
<b>Choice of two courses of Art History:</b> ARH 211 Survey of Native American Art ARH 213 Survey of World Art, Prehistoric to 1500 ARH 214 Survey of World Art, 1500 to Present	6
<b>Choice of three courses of ARH or FA:</b>	9
Six hours of Electives	6
<b>Program Credits:</b>	<b>33</b>

Degree Earned	Credits
General Education	40-43
Program Requirements	33
<b>Total Credits Earned:</b>	<b>73-76</b>



# Degree Programs

## Liberal Arts (A.A.)

This program offers students an intensive investigation of ideas and practices in the arts, humanities, and social sciences that is required in the general education program with an emphasis on critical inquiry and creative expression. It is designed to prepare students to transfer to four-year programs of study in Liberal Arts or related degree programs in the arts, humanities, and social sciences. The range of courses required in the Liberal Arts program is appropriate for all students seeking a Bachelor of Arts in these areas.

\*This requirement waived for students who have earned the graduation requirement of 64 hours.

Program Requirements	Credits
Literature Choice of two ENG 231, 233, 234	6
Communication: COM 121	3
Humanities Choice of one from Any 200 level of ARH ; ENG; FA; HUM and one from ARH 211, 213, 214; HUM 221, 250	6
Creative Arts Choice of one from ENG 212, 213; FA 215, 221, 231, 245, 290; NIS 205, 208	3
Social Science Choice of two from ANT 210, 225, 265; HST 201, HST 202; HST 234, 245, HST 256; PSY 215, 240, 250; SOC 215, 230, 275	6
Diné Studies Choice of one from NIS 220, 226, 371	3
<b>Program Credits:</b>	<b>27</b>

Degree Earned	Credits
General Education	40-43
Program Requirements	27
<b>Total Credits Earned:</b>	<b>67-70</b>

## Social and Behavioral Sciences (A.A.)

The Social and Behavioral Sciences (SBS) degree is an interdisciplinary, liberal arts program designed to introduce students to the foundations of human behavior and cultures. SBS disciplines include Anthropology, History, Political Science, Psychology, Social Work, and Sociology. This program prepares students for transfer to a four-year degree program and provides basic training for work in social sciences.

Program Requirements	Credits
COM 121 Speech Communication	3
Choice of five (5) from any ANT, HST, POS, PSY, SOC or SWO. Courses must be distributed among three different disciplines and including nine hours of 200 level work	15
Electives	9
<b>Total Hours:</b>	<b>27</b>

Degree Earned	Credits
General Education	40-43
Program Requirements	27
<b>Total Credits Earned:</b>	<b>67-70</b>

## Social Work (A.A.)

This program provides the skills and knowledge needed to become a technician or paraprofessional in a social welfare program. Students who plan to transfer to a four-year college or university should check with that institution before selecting their Social Work courses.

Program Requirements	Credits
SWO 111 Social Work as a Vocation	1
SWO 211 Introduction to Social Work	3
SWO 242 Community Social Serv Skills	3
SWO 243 Community Social Service and Culture	3
SWO 250 Client Processing	3
SWO 295 Field Experience I	3
SWO 296 Field Experience II	3
COM 121 Speech Communication	3
Electives (Any course with 3 credit hours)	5
<b>Program Credits:</b>	<b>27</b>

Degree Earned	Credits
General Education	40-43
Program Requirements	27
<b>Total Credits Earned:</b>	<b>67-70</b>

# Degree Programs

## ASSOCIATE OF SCIENCE DEGREE PROGRAMS

Students completing these Associate of Science (A.S.) degree programs will be prepared to enter the job market in positions that require a two-year degree or to transfer to a four-year college or university. *All A.S. degrees require ANY BIO class to fulfill the Science Core.*

### Public Health (A.S.)

This program is designed for health professionals who want to pursue a career in community and population health. It promotes Navajo concepts of health and wellness. This degree can be used to transfer to a college that offers four-year programs in public health, health education, health promotion, or community health. The program offers two options: Health Education (Sociocultural) and Environmental Public Health.

Program Requirements	Credits
BIO 205 Microbiology	4
PUH 111 Intro to Public Health	3
PUH 270 Comm. Health Assessment and Planning	3
PUH 295 Public Health Sciences	3
<b>Program Credits:</b>	<b>13</b>

Choose Option A or B	Credits
<b>Option A:</b>	
PUH 280 Implementation and Evaluation of Public Health Interventions	3
Electives from the following: EDU 200; BIO 170, 201; PSY 111, 240, 250; SOC 111, 225, 230; PUH 241, 289	3
<b>Option B:</b>	
PUH 290 Public Health Research Methods	4
PUH 297 Practicum	3

Choose Specialization Option A or B	Credits
<b>Option A: Health Ed. (Sociocultural Option)</b>	
HEE 110 Introduction to Wellness	3
HEE 111 Personal and Community Health	3
PUH 200 Principles of Health Educ.	3
<b>Option B: Environmental Public Health Option</b>	
PUH 201 Prin. of Environ. Public Health	3
PUH 202 Uranium and Environ Health	3
ENV 160 Intro to Geographic Info System or ENV 101 Intro to Environ Science	3-4

Degree Earned	Credits
General Education	41-43
Program Requirements	13
Choose Option A or B	6-7
Specialization	9-10
<b>Program Credits:</b>	<b>68-73</b>

### Agroecology/Environmental Science (A.S.)

Agroecology is a track under Environmental Science. It is the science of applying ecological concepts and principles to the design and management of sustainable agro ecosystems. This discipline brings together the elements of agricultural sciences, ecology, and environmental thought and is influenced by the experiences of people who manage land and water to produce food and other products. This unique program will incorporate traditional knowledge into all aspects of the curriculum. Students should consider this option to prepare for a wide range of careers with varying specializations, including animal studies, pre-veterinary medicine, horticulture, soils and environment, resource economics, and sustainable agriculture.

**IMPORTANT:** To fulfill the General Education Science Core, students are required to take BIO 181 and ENV 101.

Program Requirements	Credits
BIO 182 General Biology II MTH 213 Statistics	8
<b>Choice of one pair from:</b> (Pre-professional students are advised to take) CHM 151 General Chemistry I CHM 152 General Chemistry II or GLG 101 Indigenous Physical Geology GLG 102 Historical Geology or PHY 110 Algebra-based Physics I PHY 111 Algebra-based Physics II	8-9
<b>The following three (3) courses are required.</b> ENV 110 Introduction to Soils/Lab ENV 123 Introduction to Physical Hydrology ENV 225 Principles of Agroecology	4 3 4
<b>Program Credits:</b>	<b>27-28</b>

Degree Earned	Credits
General Education	41-43
Program Requirements	27-28
<b>Total Credits Earned:</b>	<b>68-71</b>

# Degree Programs

## Biology (A.S.)

Students selecting Biology will complete a broad program in biological and related physical sciences. They will be prepared to pursue employment or further studies in fields such as zoology, botany, microbiology, ecology, wildlife biology, molecular biology, biotechnology, as well as many other fields of biology according to their interests.

Program Requirements	Credits
BIO 181 General Biology I BIO 182 General Biology II	8
Choice of one pair from (Pre-professional students are advised to take) CHM 151 General Chemistry I CHM 152 General Chemistry II or CHM 130 Fundamental Chemistry CHM 230 Fundamental Organic Chemistry	8-10
Choice of one from: MTH 190 Pre-Calculus or MTH 213/PSY 213 Statistics	4
Biology Electives BIO 184 Plant Biology or higher above	8
<b>Program Credits:</b>	<b>28-29</b>

Degree Earned	Credits
General Education	41-43
Program Requirements	28-29
<b>Total Credits Earned:</b>	<b>69-72</b>

## Environmental Science (A.S.)

Students selecting Environmental Science will be prepared to transfer to Bachelor of Science degree programs in Environmental Biology, Environmental Science, Wildlife Management, or Resource Management. Majors can receive internship support for research during both the academic year and the summer if they maintain good academic standing.

Program Requirements	Credits
BIO 182 General Biology II ENV 101 Intro to Environmental Science ENV 105 Climate Change ENV 230 Environmental Sampling & Monitoring	16
Choice of one (Pre-professional students are advised to take) CHM 152 General Chemistry II or GLG 102 Historical Geology	4
Choice of one from: MTH 190 Pre-Calculus or MTH 213 Statistics (AGEC-S block for Math and Science majors requires MTH 191).	4
Option: Must choose one: BIO 184 Plant Biology or CHM 230 Fundamental Organic Chemistry	4
<b>Program Credits:</b>	<b>28</b>

Degree Earned	Credits
General Education	41-43
Program Requirements	28
<b>Total Credits Earned:</b>	<b>68-71</b>

# Degree Programs

## General Science (A.S.)

General Science provides maximum flexibility and is appropriate for students in pre-medicine, pharmacy, dental, medical technology, and other professional fields. It is also the program of choice for geology and chemistry students. All A.S. degrees require ANY BIO class to fulfill the Science Core.

Program Requirements	Credits
Choose one pair CHM 151 General Chemistry I* CHM 152 General Chemistry II* Or CHM 130 Fundamental Chemistry CHM 230 Fundamental Organic Chemistry  <i>*Pre-professional students are advised to take the CHM 151 and 152 sequences and may not choose CHM 130 and 230 for their section option.</i>	8-9
Choose one pair  BIO 181 General Biology I BIO 182 General Biology II or PHY 110 Algebra-based Physics I PHY 111 Algebra-based Physics II or PHY 121 Calculus-based Physics I PHY 131 Calculus-based Physics II or GLG 101 Indigenous Physical Geology GLG 102 Historical Geology	8
Choice of One MTH 190 Pre-Calculus* or MTH 213 Statistics *The AGEC-S block for Math and Science majors requires MTH 191.	4
*Science/Math Electives: 8 additional credits selected from: MTH 190 or above; CHM 130 or above; PHY 110 or above; BIO 180 or above; GLG 101 or above; any ENV or CSC 150	8
<b>Program Credits:</b>	<b>28-29</b>
Degree Earned	Credits
General Education	41-43
Program Requirements	28-29
<b>Total Credits Earned:</b>	<b>69-72</b>

## Health Occupation (A.S.)

Health Occupation is appropriate for students who plan to enter nursing or other allied health professions. Upon completion of this degree, students will be prepared to transfer to programs at four-year universities or technical schools. Math 114 is a recognized option to meet the General Education requirements for the State of Arizona and also meets the requirement for a math course in the nursing programs at NAU and ASU. **IMPORTANT:** To fulfill General Education Social and Behavioral Science Core Students must take PSY 111. All A.S. degrees require ANY BIO class to fulfill the Science Core.

Program Requirements	Credits
BIO 201 Human Anatomy & Physiology I BIO 202 Human Anatomy & Physiology II BIO 205 Microbiology	12
Choice of one from: ANT 111 Introduction Cultural Anthropology or NAV 231 Medical Terminology of Navajo or SOC 111 Introduction to Sociology	3
Choice of three or four courses from the following: BIO 170 Medical Terminology BIO 182 General Biology II BIO 184 Plant Biology BIO 218 Human Pathophysiology BIO 242 General Genetics CHM 152 General Chemistry II CHM 230 Fundamental Organic Chemistry MTH 213 Statistics* PHY 101 Survey of Physics PHY 110 Algebra-based Physics I PSY 240 Human Growth & Development* PUH 141 Nutrition for Health* PUH 241 Human Nutrition* Note: BIO 181 and courses with * are recommended for transfer to most nursing programs	12-16
<b>Program Credits:</b>	<b>27-31</b>

Degree Earned	Credits
General Education	41-43
Program Requirements	27-31
<b>Total Credits Earned:</b>	<b>68-74</b>

# Degree Programs

## Associate of Science Degree Programs - cont'd

### Mathematics (A.S.)

Students earning a Mathematics degree receive a foundation in pure mathematics and selected topics in physical sciences or economics. Students are prepared to pursue employment or further studies in mathematics, physics, chemistry, biology, or engineering. IMPORTANT: To full the General Education Mathematics Core, students are required to take MTH 110, which is a prerequisite for the MTH 190 Program Requirement. All A.S. degrees require ANY BIO class to fulfill the Science Core.

Program Requirements	Credits
MTH 190 Pre-Calculus	4
MTH 191 Calculus I	4
MTH 192 Calculus II	4
MTH 220 Calculus III	4
Choice of two MTH 210 Discrete Mathematics MTH 213 Statistics MTH 221 Ordinary Differential Equations MTH 225 Elementary Linear Algebra	6-7
CSC 150 Programming Fundamentals	3
<b>Program Credits:</b>	<b>25-26</b>

Degree Earned	Credits
General Education	40-43
Program Requirements	25-26
<b>Total Credits Earned:</b>	<b>65-69</b>

### Physics (A.S.)

This option provides a foundation in physics as preparation for further studies at a four-year college or university. IMPORTANT: To fulfill General Education Science Core Students must take CHM 151 and 152. All A.S. degrees require ANY BIO class to fulfill the Science Core, with the exception of the A.S. degree in Physics.

Program Requirements	Credits
CHM 151 General Chemistry I	5
CHM 152 General Chemistry II	4
CSC 150 Programming Fundamentals	3
PHY 121 Calculus Based Physics I	4
PHY 131 Calculus based Physics II	4
MTH 191 Calculus I	4
MTH 192 Calculus II	4
<b>Program Credits:</b>	<b>28</b>

Degree Earned	Credits
General Education	41-43
Program Requirements	28
<b>Total Credits Earned:</b>	<b>69-71</b>



# Degree Programs

## BACHELOR OF ARTS DEGREE PROGRAMS

### Bachelor of Arts in Business Administration (B.A)

The Bachelors of Arts in Business is designed to prepare students to take responsible positions in the management of economic growth with more than 500 federally recognized Native American Tribes. The focus of the degree program is *Tribal Management and Economic Development*.

The 4-year program includes instruction in business management, accounting and financial management, human resources management, economics and business law (Federal, State and Tribal) designed to train students to promote the economic well-being of their respective tribal communities.

The program is offered on a full-time basis at the Tsaile Campus. Individuals may apply at any time of the year but are formally considered in spring. The application deadline is June 1. This allows for an admission decision prior to the Navajo Nation Scholarship deadline.

A student may be admitted to years 1 (freshman), 2 (sophomore) or 3 (junior) based on their academic record. Admission requirements are one of the following:

- An A.A. degree in Business Administration for junior level.
- Any other Associate degree will require students to take additional courses that meets Diné College's A.A. in Business Administration requirements and placed in the sophomore level, or
- High school diploma with a CGPA of 2.5 or higher, and GED with equivalent grade, and eligible to be placed in ENG 101 and MTH 110 will be admitted as a freshman.

\*The ECO 200 course must be completed under the General Education requirements for Social & Behavioral Science.

### Professional Preparation Coursework

General Education	41-43 Credits
<b>Lower Division Requirements</b>	
ACC 200 Financial Accounting	3
ACC 201 Managerial Accounting	3
BUS 204 Business Law	3
BUS 265 Statistical Analysis for Business	3
BUS 270 Quantitative Methods in Business	3
CIS 111 Introduction to Computers	3
COM 121 Speech Communications	3
ECO 200 Principles of Macroeconomics*	3
ECO 201 Principles of Microeconomics	3
MKT 240 Marketing	3

Upper Division Requirements	60 Credits
<b>Junior Year SEMESTER I</b>	
ACC 350 Finance	3
BUS 350 Business Professional Ethics	3
MGT 330 Tourism & Hospitality Management	3
MGT 340 Organizational Behavior	3
MGT 360 Principles of Management	3
<b>Program Credits:</b>	<b>15</b>

<b>Junior Year SEMESTER II</b>	
ACC 310 Government & Non-Profit Accounting	3
BUS 340 Technical & Grants Writing	3
BUS 360 Business of Gaming Industry	3
MGT 320 Tribal Government /Management	3
MGT 350 Human Resources Management	3
<b>Program Credits:</b>	<b>15</b>



# Degree Programs

## *B.A. in Business Administration - cont'd*

<b>Senior Year SEMESTER III</b>	
BUS 460 Tribal & Federal Laws	3
MGT 420 Tribal Enterprises & Entrepreneurship	3
MGT 440 Project Management	3
MKT 420 Public Relations	3
MKT 430 Quality Management	3
<b>Program Credits:</b>	<b>15</b>
<b>Senior Year SEMESTER IV</b>	
BUS 480 Internship	3
CIS 420 Management Information Systems	3
ECO 460 Tribal Economic Issues & Development Strategies	3
MGT 450 Strategic Management	3
MGT 460 Tribal Leadership Challenges	3
<b>Program Credits:</b>	<b>15</b>

<b>Degree Earned</b>	<b>Credits</b>
General Education	41-43
Lower Division Program Requirements	27
Upper Division Requirements	60
<b>Total Credits Earned:</b>	<b>128-130</b>



# Degree Programs

## Bachelor of Arts in Elementary Education (B.A)

The Bachelor of Arts in Elementary Education program prepares prospective teachers to develop the necessary values, knowledge, skills, and confidence to promote children's academic skills and confident cultural identities in English and Navajo.

To assess student learning, each teacher candidate develops a working portfolio in semester's I-III that reflects the candidate's unique experiences, aims, and desires as measured against the goals and competencies of the semester's courses and apprenticeship activities. From the working portfolio, candidates develop a presentation portfolio in semester IV that is presented to the college community.

The program is offered on a full-time basis at the Tsaile campus. Individuals may apply any time of year but are formally considered in spring. The application deadline is June 1. This allows for an admission decision prior to the Navajo Nation Scholarship deadline.

Admission criteria are as follows:

- Completion of an A.A. in Elementary Education (based on the College's 2009-2010 or more recent catalog) or Education (based on the 2012-13 catalog) with a cumulative grade point average of 3.0 or better
- Passing score on the NES Elementary subject knowledge subtests I and II (this requirement is being phased in; recent applicants were required to at, a minimum, take the test)
- Current Navajo Nation tribal background check;
- Current Fingerprint Clearance Card from the state of Arizona
- Application with essay (completed at the Center for Diné Teacher Education) and unofficial transcripts;
- Personal interview with an admissions committee

Applications from individuals who hold an A.A. in Elementary Education from another institution or from Diné College prior to fall 2009, or an A.A. in different academic specialization, are reviewed on a case-by-case basis. These individuals may need to take additional lower-division coursework.

More information is available at:  
<http://www.dinecollege.edu/cdte>.

## BAEE Application Process

### Step 1: Submit initial application:

- Completed application
- Essay (writing at the Learning Center).
- Unofficial transcripts (or copies) of all college coursework.
- Copy of score on NES elementary education subject knowledge exams.
- Copies of Arizona Fingerprint Clearance Card and Navajo Nation Tribal Background check.

### Step 2: On-campus interviews will be scheduled for eligible candidates

### Step 3: Upon acceptance into the program:

- Submit a completed application and required materials for admission to Diné College (if not currently enrolled). For assistance in completing this item, please contact Admissions at 928.724.6630.
- Submit completed applications for Financial Aid (FAFSA, tribal, etc). For assistance, contact Financial Aid at 928.724.6738.

Submit a completed application for housing (if planning to live on-campus). For assistance in completing this item, contact Residence Life at 928.724.6782.

## Professional Preparation Coursework

\*Candidates may petition to graduate with an A.A. in Education upon completion of General Education Core and Lower Level Requirements (61-64).

\*\* Admission to the Professional Preparation courses requires the following:

- 53 credits that include: EDU 200, 238, 240, 261, and 297; MTH 280 and 281; three lab sciences; NAV 101 or 211; ENG 101 and 102; and 12 other General Education credits
- CGPA of 3.0 or higher
- Scores from NES Elementary Subject Knowledge Tests I and II
- Current Navajo Nation and Arizona background checks
- Official transcripts
- Interview with BAEE admissions committee

# Degree Programs

<b>General Education</b>	<b>41-43 Credits</b>
<b>Lower Division Requirements</b>	<b>24 Credits</b>
<b>Upper Division Requirements</b>	<b>63-66 Credits</b>

<b>SEMESTER I</b>	
EDU 345 Human Development	3
EDU 352 Methods of Teaching Diné Educational Philosophy in K-8 Schools	3
EDU 353 Diversity in Navajo and American Indian Education	3
EDU 354 Emergent Literacy, Language Learning, and Assessment in Bilingual/ESL Settings	3
EDU 358 Field Experience I	2
Program Credits:	14

<b>SEMESTER II</b>	
EDU 360 Special Education in Indigenous Classrooms	3
EDU 361 Methods for Language Diverse Students I	3
EDU 362 Integrated Elementary Teaching Methods for Bilingual/ESL Classrooms I	3
EDU 374 Bilingual/ESL Reading Methods, Management, and Assessment	3
EDU 378 Field Experience II	2
Program Credits:	14

<b>SEMESTER III</b>	
EDU 474 Bilingual/ESL Writing Methods, Management, and Assessment	3
EDU 475 Methods for Language Diverse Students II	3
EDU 476 SEI/ESL for Linguistically Diverse Students II	3
EDU 477 Integrated Elementary Teaching Methods for Bilingual/ESL Classroom II	3
EDU 478 Field Experience III	2
Program Credits:	14

<b>SEMESTER IV</b>	
EDU 496 School Law	2
EDU 498 Student Teaching	8
EDU 499 Diné Education Seminar	2
Program Credits:	12
<b>Content Emphasis</b>	
NAV 102 or 212 NAV 201 or 301 NAV 202 or 289	9-12

<b>Degree Earned</b>	<b>Credits</b>
General Education	41-43
Lower Division Program Requirements	24
Upper Division Requirements	63-66
Total Credits Earned:	128-133



# Course Descriptions

## Course Title and Prefix Code

Course Title	Course Code
Accounting	ACC
Agriculture	AGR
Anthropology	ANT
Astronomy	AST
Art Education	ARE
Art History	ARH
Biology	BIO
Business and Office Administration	BUS
Chemistry	CHM
Communication	COM
Computer Information System	CIS
Computer Science	CSC
Early Childhood Education	ECE
Economics	ECO
Education	EDU
Educational Professional Development	EPD
Engineering	EGR
English	ENG
Environmental Science and Technology	ENV
Fine Arts	FA
Foundation Studies	FST
Geology	GLG
Health Education	HEE
History	HST
Humanities	HUM
Management	MGT
Marketing	MKT
Mathematical Education	MTE
Mathematics	MTH
Music	MUS
Navajo and Indian Studies	NIS
Navajo Language	NAV
Physical Education and Health	PEH
Physical Science	PHS
Physics	PHY
Political Sciences	POS
Psychology	PSY
Public Health	PUH
Sociology	SOC
Social Science	SSC
Social Work	SWO
Theatre	THR

## ACCOUNTING (ACC)

### **ACC 100 Fundamentals of Accounting (3)**

*Prerequisite: MTH 096.*

This course is an introduction to accounting fundamentals. It includes journalizing, posting, worksheets, financial reports, and data processing for accounting.

### **ACC 200 Financial Accounting (3)**

*Prerequisite: ACC 100*

This course covers the theory and practice of accounting in sole proprietorships, partnerships, and corporations. It emphasizes the accounting cycle, periodic reporting, receivables, payables, inventories, and accounting systems. One (1) hour laboratory required.

### **ACC 201 Managerial Accounting (3)**

*Prerequisite: ACC 200*

This course is a continuation of ACC 200 with emphasis on corporations, taxes, investments, and managerial approaches for decision-making.

### **ACC 310 Government and Non-Profit Accounting (3)**

*Prerequisite: ACC 201, ACC 350*

This course covers the theory and practice accounting for governmental and not-for-profit units. Topics include financial reporting; budgetary accounting; fund accounts; and nonprofit accounting for entities such as public colleges, universities and health care providers.

### **ACC 350 Finance (3)**

*Prerequisite: ACC 201, BUS 265, ECO 200 or 201*

Introduction to the theories and applications associated with the functions of capital markets. This includes the conceptual foundations of portfolio theory, risk management, and asset valuation. This course will examine the markets for equity, money, bonds, mortgages, futures, options and swaps.

## AGRICULTURE (AGR)

### **AGR 103 Conservation Planning (4)**

This course introduces students to the understanding natural resource conservation issues and concerns to allow them to develop conservation plans necessary to improve natural resource conditions applicable to tribal lands.

### **AGR 110 Monitoring/Assessments and Rangeland Management (4)**

This course will introduce students to the various grazing management concept, identify local vegetation communities, plant identification of local plants, as related to current Navajo

# Course Descriptions

producers grazing management systems. Field trips and field works will serve as a lab for hands-on and field experience to learn range and vegetation monitoring concepts.

## **AGR 220 Equine Management (3)**

The Equine Management course will provide student knowledge of the basic skills needed to maintain the overall health and upkeep of horses. Students will be introduced to safe handling practices, basic grooming techniques, deworming and vaccinations practices, as well as nutrition. This class will integrate the Diné cultural significance of the horse for students to learn about philosophical importance of the horse within the Diné culture.

## **ANTHROPOLOGY (ANT)**

### **ANT 111 Introduction to Cultural Anthropology (3)**

*Prerequisite: ENG 101 or concurrent enrollment*

This course is an introduction to the study of human cultural diversity. It includes subfields of anthropology, sub-disciplines and topics, historical origins, influences, key figures, theory and methods, and an introduction to the comparative study of cultures. The course emphasizes the general education special requirements of ethnic/race gender awareness (ERG).

### **ANT 112 Physical Anthropology (3)**

*Prerequisite: ENG 101 or concurrent enrollment*

This course is an in-depth survey of topics and methods in physical anthropology, including paleoanthropology, geology, genetics, primatology, and hominid evolution.

### **ANT 201 Ethnographic Methods (3)**

*Prerequisite: ENG 101 or concurrent enrollment*

Ethnographic Methods introduces students to methods of conducting research into human cultures and provides guidance and supervision as students conduct research in the community on an aspect of Navajo life.

### **ANT 210 Ancient Societies in Prehistoric Times (3)**

*Prerequisite: ENG 101 or concurrent enrollment*

ANT 210 is an exploration of prehistoric human societies and cultures throughout the world based on archaeological studies of the remains of ancient dwellings, ceremonial sites, and artifacts.

### **ANT 225/NIS 225 Indians of the United States and North America (3)**

*Prerequisite: ENG 101 or concurrent enrollment.* Cross-listed with NIS 225.

This course surveys the indigenous groups of the U.S. and Canada with an emphasis on changing economic and political

forces that influence various tribal groups. Students will be called upon to focus on origins, language, arts, and habitats.

### **ANT 250 Principles of Archaeology (3)**

*Prerequisite: ENG 101 or concurrent enrollment*

An introduction to the history of archaeological research and a survey of concepts and methods in the study of prehistoric cultures with an emphasis on modern theories and techniques.

### **ANT 265 Archaeology of the Southwest (3)**

*Prerequisite: ENG 101 or concurrent enrollment*

A survey of the prehistory of the American Southwest from the Pleistocene to the Spanish historical period, this course focuses on prehistoric cultures of Arizona and New Mexico. The general education special requirements of ethnic/race/gender and historical awareness are emphasized. (ERG and HA).

## **ART EDUCATION (ARE)**

### **ARE 228 Elementary Art Methods and Curriculum Development (3)**

This course is designed for an art endorsement for K-12 teachers who have a teaching certificate from the State of New Mexico and Arizona. Course covers teaching strategies, learning environments, teaching sources and use of technology in Elementary setting. New Mexico and Arizona State Board of Education Teaching Standards will be emphasized.

### **ARE 229 Secondary Art Methods and Curriculum Development (3)**

This course is designed for an art endorsement for teachers who have teaching certificate from the State of New Mexico and Arizona. Course covers teaching strategies, learning environments, teaching sources and use of technology in secondary or high school setting. New Mexico and Arizona State Board of Education Teaching Standards will be emphasized.

## **ART HISTORY (ARH)**

### **ARH 110 Art Appreciation (3)**

*Prerequisite: Reading Proficiency, ENG 101, and computer literacy*

Develops an understanding and appreciation of the visual arts by exploring major art works in history, discovering meaning and looking at different styles and media of art.

# Course Descriptions

## **ARH 211 Survey of Native American Art (3)**

*Prerequisite: Reading proficiency; ENG 101 or instructor's permission.*

This course provides an overview and develops an appreciation of Native American Art through both historical and contemporary perspectives. This course emphasizes the general education special requirements of ethnic/race/gender awareness (ERG).

## **ARH 213 Survey of World Art, Prehistoric to 1500 (3)**

*Prerequisite: Reading proficiency plus ENG 101 or instructor's permission.*

This course provides knowledge of and appreciation for Western and Eastern Art from the Prehistoric Age until the 1500s. This course emphasizes the general education special requirements of intensive writing/critical thinking and ethnic/race/gender awareness (IW/CI and ERG).

## **ARH 214 Survey of World Art, 1500 to Present (3)**

*Prerequisite: Reading proficiency plus ENG 101 or instructor's permission.*

This course provides knowledge and appreciation of Western and Eastern Art from 1500 to contemporary art movements. This course emphasizes the general education special requirements of intensive writing/critical thinking and ethnic/race gender awareness (IW/CI and ERG).

## **ASTRONOMY (AST)**

### **AST 100 Fundamentals of Astronomy (4)**

*Prerequisite: ENG 100B, FST 131, or instructor's permission*

Students will be introduced to the planets, solar system, and galaxy: sun, moon, and other satellites; stars and constellations; black holes; and other celestial bodies. Navajo stories of creation are related to the scientific view. A nighttime laboratory is required. This course meets for three hours lecture and three hours laboratory per week.

## **BIOLOGY (BIO)**

### **BIO 100 Biology Concepts (4)**

*Prerequisite: ENG 100B*

This one-semester, non-major introductory course covers basic principles and concepts of biology, including how organisms get and use energy, reproduction, heredity, evolution, and response to the environment. Environmental issues affecting life, such as global warming, are introduced.

### **BIO 156 Introduction Biology for Allied Health (4)**

*Prerequisite: FST 131 plus ENG 101 or instructor's permission*

For allied health majors, this is an introductory course with an

emphasis on the human body. Includes instruction in fundamental concepts of cell biology, histology, genetics microbiology, and principles of the scientific method.

### **BIO 160 Introduction to Human Anatomy and Physiology (4)**

Students examine the structure and function of all the major systems of the body. Basic principles and concepts of scientific method, organization, homeostasis, and control mechanisms are studied. This course meets for three hours lecture and three hours laboratory per week. This course does not meet nursing program requirements.

### **BIO 165 Cancer Prevention and Control (3)**

Cancer Prevention and Control focuses on the core concepts of biology and public health as they relate to cancer. The course addresses both the biological processes within cells that may result in cancer and public health approaches to cancer, including cancer epidemiology, education, screening, early detection, and treatment options. Special emphasis is placed on the impact of language and cultural issues in developing and implementing cancer prevention programs. Numerous basic concepts of biology and public health are covered, so students should have taken at least one course in introductory biology and one course in introductory public health before enrolling in this course.

### **BIO 170 Medical Terminology (3)**

*Prerequisite: Reading proficiency requirement or concurrent enrollment in FST 131*

Basic tools are provided, such as root words, prefixes, and suffixes, for building an effective verbal and written biomedical vocabulary.

### **BIO 181 General Biology I (4)**

*Prerequisite: FST 131, MTH 100, plus ENG 101 or instructor's permission*

One year of high school chemistry or one semester of college chemistry recommended. This course entails basic principles of structure and function of living things at the molecular, cellular, and system levels of organization. This course meets for three hours lecture and three hours laboratory per week.

### **BIO 182 General Biology II (4)**

*Prerequisite: BIO 181 or instructor's permission*

Students deepen their understanding by learning additional principles of structure and function of living things at molecular, cellular, and higher levels of organization. This course meets for three hours lecture and three hours laboratory per week.

# Course Descriptions

## **BIO 184 Plant Biology (4)**

The study of principles and processes in plant biology with emphasis on vascular plants. Students survey the plant kingdom. Course includes study of Native American Medicinal Plants. This course meets for three hours lecture and three hours laboratory per week.

## **BIO 201 Human Anatomy and Physiology I (4)**

*Prerequisite: BIO 181*

Anatomy and physiology is the study of the structure and function of the human body. Selected topics include cells, tissues, and the integumentary, skeletal, muscular, and nervous systems. This course meets for three hours lecture and three hours laboratory per week.

## **BIO 202 Human Anatomy and Physiology II (4)**

*Prerequisite: BIO 181; BIO 201*

This course is a continuation of the study of the structure and function of the human body. Selected topics include the endocrine, circulatory, respiratory, digestive, urinary, and reproductive systems. This course meets for three hours lecture and four hours laboratory per week.

## **BIO 205 Microbiology (4)**

*Prerequisite: BIO 181 and another BIO class (college level) or CHM class*

One semester of college-level chemistry is recommended. Students study micro-organisms and their relationship to health, ecology, and related fields. The field of microbiology is extensive, and in this class emphasis will be on basic principles and their application in medical microbiology. The class will meet for three hours lecture and four hours laboratory per week.

## **BIO 218 Human Pathophysiology (3)**

*Prerequisite: BIO 201, BIO 202 or instructor's permission. BIO 205 recommended*

Faculty provide a survey of disease processes affecting the major organ systems of the body, beginning with cell injury and death, inflammation, repair and defense mechanisms, and disorders of cellular differentiation. Concepts learned will form a basis for understanding the altered physiological states that will be encountered in the health care professions.

## **BIO 221 Invertebrate Biology I (4)**

*Prerequisite: BIO 181.*

This is part one of a two semester sequence and involves the survey of Phyla Porifera through Chordata including Blast coelomate by using selected taxa to illustrate concepts in evolution, systematics, physiology, morphology, life history, ecology and behavior. Lectures will be focusing on organizing and interpreting information about invertebrate organisms in order to illustrate evolutionary relationships within and between taxa as well as adaptations that allow Species to

inhabit specific habits. Laboratories will supply preserved examples of taxa.

## **BIO 222 Invertebrate Biology II (4)**

*Prerequisite: BIO 181*

This is part two of a two semester sequence and involves the survey of Phyla Annelida through Arthropoda by using selected taxa to illustrate concepts in evolution, systematics, physiology, morphology, life history, ecology and behavior. Lectures will be focusing on organizing and interpreting information about invertebrate organisms in order to illustrate the following: Evolutionary relationships within and between taxa as well as adaptations that allow species to inhabit specific habitats. Laboratories will supply reserved examples of taxa.

## **BIO 223 Vertebrate Zoology (4)**

*Prerequisite: Minimum grade of "C" in BIO 181*

This course is a study of the evolution, diversity, distribution, and ecology of the vertebrates. It meets for three hours lecture and three hours laboratory per week. This class is offered only at Shiprock.

## **BIO 226 Ecology (4)**

*Prerequisite: ENV 101 or BIO 181 or BIO 182.*

Students are introduced to the concepts and principles of ecology, including organization, function, and development of ecosystems; biogeochemical cycles; population dynamics; and other related topics. This course meets for three hours lecture and three hours laboratory per week, which includes field studies and possible weekend field trips.

## **BIO 242 General Genetics (4)**

*Prerequisite: BIO 181 and another BIO class (college level)*

One semester of college-level chemistry is recommended. Students will survey mechanisms of inheritance (Mendelian and non-Mendelian) and modern molecular genetics, including regulation of transcription and translation, introduction to genomes, understanding the basics of gene transmission, mutation, expression, and regulation, and extra nuclear genomes of mitochondria. This course meets for three hours lecture and three hours laboratory per week. Laboratory sessions include utilization of techniques of both classical genetics (with plants, fungi, and invertebrates) and contemporary molecular genetics.

## **BIO 296 Scientific Research Seminar (1)**

The course is for science and engineering majors, but anyone who is interested in learning more about science-related research is also welcome. It offers a broad-based background in current scientific research. Weekly discussions on various methods used in scientific research are covered in the course along with some hands-on research experiences.

# Course Descriptions

## **BUSINESS AND OFFICE ADMINISTRATION (BUS)**

### **BUS 111 Keyboarding (3)**

This course enables students to learn skills on the computer keyboard. The students will learn to key alphabetical and number keys by touch; basic skills in formatting letters, memos, and reports; and composing other business documents

### **BUS 121 Records Management (3)**

*Prerequisite: FST 131.*

This course provides an introduction to the application of basic methods with emphasis on management, planning, and control of records.

### **BUS 124 Office Procedures (3)**

*Prerequisite: BUS 111; FST 130*

This course introduces the students to general office duties, including telephone techniques, receptionist duties, record-keeping, time management, and employment preparation.

### **BUS 141 Introduction to Business (3)**

*Prerequisite: FST 131.*

This survey course is designed to orient students to the role of business in the American economic system. An overview of business ownership, management, marketing, data processing, human resources, accounting, finance, consumerism, and the economic environment of capitalism is provided.

### **BUS 142 Business Math (3)**

*Prerequisite: MTH 096; FST 131.*

This course emphasizes mathematics used in business: percentages, interest, discounts, cost markup and markdown, taxes, checking accounts, insurance, and payroll with emphasis on proficient use of the calculator.

### **BUS 143 Business English (3)**

This course introduces students to basic grammar and sentence structure used in the business world.

### **BUS 180 Computers in Business (3)**

*Prerequisite: Basic keyboarding skills.*

This course is an introduction to microcomputers in the business world. It emphasizes the use of software for processing business data, including word processing, spreadsheets, databases, and presentation software.

### **BUS 204 Business Law (3)**

*Prerequisite: FST 131.*

This course introduces law and the legal process as they relate to business transactions such as contracts, sales, commercial

paper and secured transactions. It also includes discussions of business ethics.

### **BUS 211 Business Internship (3)**

*Prerequisite: Must have successfully completed 45+ credit hours.*

The course is for advanced business students who have completed the majority of their program requirements. The students will be employed in a position related to their degree program. All students will be required to work 100 hours at their job site. The interns will be responsible for weekly reports, work evaluations, completing a career portfolio, and other class-related activities assigned by the coordinating teacher.

### **BUS 214 Word Processing I (3)**

*Prerequisite: BUS 111, FST 130.*

This course is a basic introduction to word processing. It includes application of the basic functions of the word processor.

### **BUS 216 Word Processing II (3)**

*Prerequisite: BUS 214.*

A continuation of Word Processing I. Applies basic and advanced functions of word processing.

### **BUS 240 Personal Finance (3)**

*Prerequisite: FST 131; MTH 096; ACC 100.*

This course creates an awareness of personal money management with particular emphasis on budgeting, borrowing, purchasing, investing, insurance, and other financial planning.

### **BUS 243 Business Communications (3)**

*Prerequisite: FST 131, and ENG 100B.*

This course emphasizes the importance of skills in oral and written communication in the world of business, giving special attention to proofreading and mechanics of grammar.

### **BUS 265 Statistical Analysis for Business (3)**

*Prerequisites: Minimum grade of C in MTH 110.*

Methods of statistical description. Applies probability theory and statistical inference in business.

### **BUS 270 Quantitative Methods in Business (3)**

*Prerequisites: Minimum grade of C in MTH 110.*

Business applications of quantitative optimization methods in operations management decisions.



# Course Descriptions

## **BUS 340 Technical and Grant Writing (3)**

*Prerequisite: ACC 201, BUS 204*

This course will guide students in analyzing and improving their writing styles for printed texts, as well as adjusting their styles to online writing standards. With technical writing as a foundation, developing a grant proposal will be the primary focus in the course plus writing, editing, printing documents, and modifying them for posting online.

## **BUS 350 Business Professional Ethic (3)**

*Prerequisite: BUS 204, CIS 111, COM 121*

An examination of ethics in business and work. Among the topics to be addressed are: recognizing and analyzing ethical issues in business; promoting ethical behavior in corporation and institutions; the social responsibilities of business; the role of business in a free market economy; ethics in the global economy; the role of the professions in contemporary American society.

## **BUS 360 Business of Gaming Industry (3)**

*Prerequisite: ACC 201, BUS 204*

This course examines the role of the gaming industry in tribal economic development. Students will analyze the state and federal laws (compacts) governing the gaming, management of casinos and related enterprises, revenue stream and how the revenue are being used to promote economic development and the well-being of the population.

## **BUS 460 Tribal and Federal Laws (3)**

*Prerequisite: BUS 204, MGT 320*

This course will examine the relationship between the Federal Government and Tribes deriving from Federal and state law. Students will also study the composition and jurisdiction of the different levels of courts having jurisdiction over the tribal territories and other tribal issues resulting from the legal relationship between the Federal Government and Tribes.

## **BUS 480 Internship (3)**

*Prerequisite: Available only for the last semester BA degree students*

Students carry out a work project in a private or public sector organization under the direct supervision of a designated faculty member and executive. Students meet with faculty member and other interns to discuss findings and common problems.

## **CHEMISTRY (CHM)**

### **CHM 130 Fundamental Chemistry (4)**

*Prerequisite: ENG 100B, FST 131, and MTH 096.*

Students receive a survey of modern chemistry and the relationship of chemical principles to familiar aspects of living,

including topics relevant to Navajo culture. The faculty will discuss theories of atoms, molecules, chemical bonds, chemical reactivity, solutions, and the chemical basis of life. This course is suitable for allied health and education majors. This course meets for three hours lecture and three hours laboratory per week.

### **CHM 151 General Chemistry I (5)**

*Prerequisite: High school chemistry plus MTH 110 or equivalent or instructor's permission.*

The first semester of this two-semester sequence presents fundamental concepts of chemistry with an emphasis on theoretical and physical principles; atomic and molecular structure and theory; principles of chemical bonding, and their impact on the properties of gases, liquids, and solids. Laboratory experiments illustrate chemical principles, some of which are quantitative in nature, involving titrimetric and gravimetric methods. Instrumentation in this class includes use of the spectrophotometer. This course meets for four hours lecture and three hours laboratory per week.

*Note: This course is designed for pre-professional, engineering and chemistry majors.*

### **CHM 152 General Chemistry II (4)**

*Prerequisite: CHM 151 or equivalent.*

This course is a continuation of CHM 151. Topics include physical states of matter, equations of state, phase transformations, solutions and colloids, chemical thermodynamics and kinetics, electrochemistry, ionic equilibrium, and instrumental analysis. This course meets for three hours lecture and three hours laboratory per week.

### **CHM 230 Fundamental Organic Chemistry (4)**

*Prerequisite: CHM 130 or equivalent or instructor's permission.*

In this course, students survey modern organic chemistry. Topics include structure, properties, and reactions of the various classes of organic chemicals, such as saturated and unsaturated hydrocarbons, alcohols, halides, carbonyls, and amines. Reaction mechanisms are introduced with examples such as simple synthesis and biochemical reactions. This course is designed for allied health and nursing majors. This class meets for three hours lecture and three hours of laboratory per week.

### **CHM 235 General Organic Chemistry I (4)**

*Prerequisite: CHM 152 or instructor's permission.*

This is the first course in a two semester sequence that will study the structure, physical properties, synthesis, and typical reactions of the various series of aliphatic, alicyclic, and aromatic compounds, with attention to reaction mechanisms and applications to living systems. This course meets for three hours lecture and three hours laboratory per week.

# Course Descriptions

*Note: This course is for pre-professional, engineering, and chemistry majors.*

## **CHM 236 General Organic Chemistry II (4)**

*Prerequisite: CHM 235*

This course is a continuation of CHM 235. Topics include spectroscopic applications in organic chemistry; condensation reactions of carbonyl compounds, rearrangement reactions, and mechanisms; and chemistry of fats, amines, proteins, and carbohydrates. This course meets for three hours lecture and three hours laboratory per week.

## **COMMUNICATION (COM)**

### **COM 121 Speech Communication (3)**

*Prerequisite: ENG 101 and FST 131.*

A study of principles, cultural dimensions, and techniques of public speaking. Students prepare and present speeches.

## **COMPUTER INFORMATION SYSTEM (CIS)**

### **CIS 101 Spreadsheet (3)**

Beginning to intermediate use of Microsoft Excel. Students will create worksheets for budgets, financial planning and forecasting, and personal finance, including multiple worksheets, as well as create charts and work with the database function of Excel.

### **CIS 111 Introduction to Computers (3)**

*Prerequisite: ENG 100B, FST 131, MTH 096*

This course introduces business information systems and the uses of business application software with an emphasis on database and spreadsheet packages.

### **CIS 155 Introduction to Programming (3)**

*Prerequisite: Minimum grade of 'C' in CIS 111.*

Study of the fundamentals of programming, including algorithmic design, programming constructs object-oriented concepts, data structures, file processing, and testing. Uses the C#.Net platform.

### **CIS 210 Systems Analysis and Design (3)**

*Prerequisite: CIS 155*

Principles of information systems analysis and design using high-level development tools. Covers flow diagrams, PERT charts, and Gantt charts. Requires a case study (small-group) project.

### **CIS 420 Management Information Systems (3)**

*Prerequisite: MGT 360, MGT 440*

This is an introduction to management information systems.

Topics include executive information systems, management information systems, decision support systems, expert systems, and emerging advanced systems.

## **COMPUTER SCIENCE (CSC)**

### **CSC 110 Introduction to Computer Technology (3)**

The student will learn the concepts of computers and computer systems starting with the evolution of computing from counting through artificial intelligence, the relevance and impact of computing. Topics include the history of computing, the impact of computers on society, basic hardware and software concepts, networking and communications, operating systems, privacy, ethics and security, the limits of computing, and algorithmic problem solving. Student will experiment with short bits of "computer code" to bring to life the power and limitations of computers.

### **CSC 140 Hardware Fundamentals (3)**

Introduction to electronics as it applies to computers. Theory of computer hardware and how programs are implemented in that hardware. Practical skills of maintaining, upgrading, and Building computers. Three hours lecture and two hours laboratory per week.

### **CSC 150 Programming Fundamentals (3)**

*Co-requisite: MTH 100.*

An introduction to computers programming in computer science. The course takes a balanced approach using object oriented programming style to teaching programming paradigms, principles, and the language mechanisms while focusing on language constructs and programming skills. Lectures and labs are designed to improve critical thinking skills, communications, and problem-solving capabilities. Topics include file management, branching iteration, data types, functions, and arrays. Since computer programming involves computational modes of thing, it will help to have mathematical skills and logical aptitude.

### **CSC 170 Web Programming Fundamentals (4)**

*Co-requisite: ENG 100B.*

Web fundamentals for CS majors. How to create structured documents and share them on a network. HTTP, HTML, XML, and CSS. Media on the web: images, sound, animation, and text encodings. Security and usability, integrating programs and data-bases with web documents. Three hours lecture and two hours laboratory per week.

### **CSC 190 OS Fundamentals (3)**

*Co-requisite: CSC 150 or CSC 170.*

Fundamentals of operating systems—theory and system administration using Linux or other POSIX compliant OS. Three hours lecture and two hours laboratory per week.

# Course Descriptions

## **CSC 200 Object-Oriented Programming (3)**

*Prerequisite: CSC 150.*

This course assumes that students are familiar with the basics of procedural programming. Students should already be able to write, from scratch, simple programs that use variables, conditionals, loops, and arrays. The course will begin with a review of this material. Then students will be introduced to the basics of object-oriented programming. Key notions are classes, objects, properties, and methods. Emphasis is on building programs using the object-oriented paradigm. Three hours lecture and two hours laboratory per week.

## **CSC 240 Network Fundamentals (4)**

*Prerequisite: CSC 150 or CSC 170.*

Introduction to the fundamentals of computer networking. History of networking. Network standards and protocols. The OSI and TCP/IP reference models. Practical examples of Ethernet LANs and IP routing. Network monitoring and management. Common network services. Wireless networks. Three hours lecture and two hours laboratory per week.

## **CSC 295 Internship or Practicum (3)**

*Prerequisite: Departmental approval and at least 3 semesters of Computer Science.*

The student will work with Computer Science Faculty to customize an internship or practicum that will tie together, and go beyond, what the student has learned in the rest of the courses. This course would normally be taken in the student's last semester. The student should have completed most of the required courses.

## **DIGITAL ARTS (DA)**

### **DA 109 Introduction to the Mac (1)**

Introduction to the Macintosh computer. Course covers basics of selected software, printing creating files, saving files and backing up on external drives. Project-based assignments help students learn technical skills on the Mac.

### **DA 110 Introduction to Graphic Arts (3)**

Introduction to principles of good design, and processes of commercial art, including layout, typography, illustration. Topics include raster and vector graphics, file formats, color, resolution, and practice design projects. Two hours lecture and three hours laboratory per week.

### **DA 111 Page Design I (3)**

An introduction to page layout. Students will learn the basic tools and techniques of the Adobe program, in Design. Students will also learn formatting, editing and linking text blocks, and importing text and graphics from other applications. In-class exercises emphasize the basic principles

of typography and page layout and design. Students will complete finished page layout projects. Two hours lecture, three laboratory per week.

### **DA 112 Computer Illustration I (3)**

Introductory course in digital illustration, using the program, Adobe Illustrator. Students will learn Design principles in commercial illustration. Also learn tools and techniques, such as geometric and free form drawing tools, transformation tools, path editing, paint and type tools, and printing output. Students will complete finished digital drawing projects. Two hours lecture, three laboratory per week.

### **DA 113 Photographic Image Editing I (3)**

*Note: Cross list with FA 181 Digital Photography and Image Editing.*

An introduction to the creation and manipulation of Digital Images. Students are introduced to the concepts and techniques of digital cameras and Adobe Photoshop to create, edit and manipulate images. Two hours of lecture and three hour laboratory per week.

### **DA 115 Web Design I (3)**

*Prerequisite: DA 110, 111, 112, 113.*

Introductory course in web design, using the program, Dreamweaver and HTML. Students will learn Web Design principles and setting up the workspace, using type and graphics, links, tables, and uploading. Two hours lecture and three hours laboratory per week.

### **DA 211 Page Design II (3)**

*Prerequisite: DA 111.*

An intermediate course in page layout. Students will learn theory and continue using the tools and techniques of the Adobe program, in Design. In-class exercises emphasize the basic principles of typography and page layout. Two hour lecture and three hours laboratory per week.

### **DA 212 Computer Illustration II (3)**

*Prerequisite: DA 112.*

Intermediate course in digital illustration, using the program, Adobe Illustrator. Students will learn Design principles in commercial illustration. Also continue working with tools and techniques, such as geometric and free form drawing tools, color controls, and gradients. Students will complete finished digital drawing projects and create a portfolio. Two hours lecture, three hours laboratory per week.

### **DA 213 Photographic Image Editing II (3)**

*Prerequisite: DA 113 or FA 181.*

*Note: Cross list with FA 281 Digital Photography and Image Editing.*

A second semester of the study of Digital Photography and Image Editing. Students will focus on using intermediate

# Course Descriptions

functions of digital cameras, intermediate image composition, multiple images, intermediate portfolio development, and critical analysis. Basically students will explore more advanced features of image-making in camera, and image-editing using Photoshop. Artistic and commercial aspects of the medium are a focus of the course using the elements and principles of design. Two hours lecture, three hours laboratory per week.

## **DA 215 Web Design II (3)**

*Prerequisite: DA 115.*

Intermediate course in web design, using the program, Dreamweaver and HTML. Students will continue exploring Web Design principles and techniques. Work on setting up the website, links, table, and uploading. Two hour lecture and three hours laboratory per week.

## **DA 220 Digital Portfolio (2)**

*Prerequisite: Capstone course. Must have completed - or be concurrently enrolled in - all DA courses. Must be taken during the student's last semester.*

Students will create a final portfolio: physical and electronic, that shows exemplary skills in page layout, computer illustration, digital image editing, and web design. One hour lecture and three laboratory hours per week.

## **EARLY CHILDHOOD EDUCATION (ECE)**

### **ECE 108 Field Experience: Birth-Preschool (4)**

*Prerequisite: ECE 111 and another ECE program core course.*

This course is designed to assist candidates in applying content from ECE coursework to the daily experiences of teaching in a birth-preschool setting. Candidates are expected to apply theory, materials, and research discussed in the coursework, assess applicability, and critique best practices in teaching and learning for young children. The course can be applied toward CDA course work as identified in the "DC-NPC CDA articulation for AA in Early Childhood Development Courses" matrix. See course articulation matrix for DC-NPC CDA transferability. Course also counts toward an Arizona ECE endorsement.

### **ECE 110 Field Experience: K-3<sup>rd</sup> grade (4)**

*Prerequisite: ECE 111 and another ECE program core course.*

This course is designed to assist candidates in applying content from ECE coursework to the daily experience of teaching in a K-3 setting. Candidates are expected to apply theory, materials, and research discussed in the coursework, assess applicability, and critique best practices in teaching and learning children in grades K-3. The course can be applied toward specified CDA course work as identified in the "DC-NPC CDA articulation for AA in Early Childhood Development Courses" matrix. See course articulation matrix for DC-NPC CDA transferability. Course also counts toward an Arizona ECE endorsement.

### **ECE 111 Introduction to Early Childhood Education (3)**

*Prerequisite: ENG 101 and/or one Navajo language course that meet the General Education requirement (or instructor permission for Endorsement Program enrollment).*

This survey course covers major concepts across basic areas of study in early childhood education. It focuses on curriculum development in all areas, including literacy, numeracy, the arts, health, science, social skills, and adaptive learning for children from birth through eight years old. The course integrates curriculum across content areas, using home language, experiences, and cultural values. It is taught in Navajo. It can be applied toward all eight CDA Subject Areas. It also counts toward an Arizona ECE endorsement. The course can be applied toward specified CDA course work as identified in the "DC-NPC CDA articulation for AA in Early Childhood Development Courses" matrix. See course articulation matrix for DC-NPC CDA transferability. Course also counts toward an Arizona ECE endorsement.

### **ECE 116 Language, Literacy, and Cognitive Development (3)**

*Prerequisite: ECE 111.*

This course covers the development of language, literacy, and mental growth in children from birth through eight years old. It focuses on the use of instructional methodologies in language, math, science, and social studies during adult-child interactions, and facilitates dialogue among children so as to develop expressive language and thought. The course develops candidates' knowledge about literacy development, language assessment, and instruments for determining each child's language strengths. It is taught in Navajo. It can be applied toward specified CDA coursework as identified in the "DC-NPC CDA Articulation for AA in Early Childhood Development Courses" matrix. See course articulation matrix for DC-NPC CDA transferability. Course also counts toward an Arizona ECE endorsement.

### **ECE 220 Creative Arts for Young Children (3)**

*Prerequisite: ECE 111.*

This course focuses on the central role that the creative arts play as an overall design element for early childhood care programs. Candidates learn to use drawing, painting, sculpture, manipulative, drama, music, dance, and other modalities in planning learning activities for children. Through the arts, instructional strategies are explored that foster responsibility, autonomy, self-reliance, and positive social interactions. The course is taught in Navajo. It can be applied toward specified CDA coursework as identified in the "DC-NPC CDA Articulation for AA in Early Childhood Development Courses" matrix. See course articulation matrix for DC-NPC CDA transferability. Course also counts toward an Arizona ECE endorsement.

# Course Descriptions

## **ECE 225 Child Growth and Development (3)**

*Prerequisite: ECE 111.*

This course covers theories and research about the physical and psychological development of young children. It also covers strategies for parents and teachers to encourage healthy development. The course is taught in English. It can be applied toward specified CDA coursework as identified in the “DC-NPC CDA Articulation for AA in Early Childhood Development Courses” matrix. See course articulation matrix for DC-NPC CDA transferability. Course also counts toward an Arizona ECE endorsement.

## **ECE 235 K’ée, Ádaa’ Ákohwiindzin, Social Development, and Community (3)**

*Prerequisite: ECE 111 or instructor’s permission.*

This course examines the structure of healthy Navajo communities by focusing on clan and extended family systems. Structures are expanded and related to other institutional support systems that provide for the welfare of children and their families. Classroom management strategies are explored, as well as assessing, monitoring and reporting children’s progress. The course is taught in Navajo. It can be applied toward specified CDA coursework as identified in the “DC-NPC CDA Articulation for AA in Early Childhood Development Courses” matrix. See course articulation matrix for DC-NPC CDA transferability. Course also counts toward an Arizona ECE endorsement.

## **ECE 245 Wellness and Special Needs for Young Children (4)**

*Prerequisite: ECE 111.*

This course focuses on the health, nutrition, and safety of young children. Candidates learn about basic safety and illness prevention. The course also covers inclusion of children with special needs. It requires application of the material in field experiences at a childcare center. It is taught in English and Navajo. It can be applied toward specified CDA coursework as identified in the “DC-NPC CDA Articulation for AA in Early Childhood Development Courses” matrix. See course articulation matrix for DC-NPC CDA transferability. Course also counts toward an Arizona ECE endorsement.

## **ECE 299 Early Childhood Teacher Licensure Subject Area Test preparation (3)**

This course prepares pre-service teachers and non-certified teachers for the content area of the Early Child Education state licensure exam. Topics include subareas in: Child Development and Learning, Communication, Language and Literacy Development and Learning in the Content Area for preparation of ECE endorsement and/or teacher licensure.

## **ECONOMICS (ECO)**

### **ECO 111 Introduction to Economics (3)**

*Prerequisite: ENG 101.*

This course is an introduction to the study of capitalism, including macro and micro perspectives. The course draws comparisons with other forms of economic organization, including those of the Navajo.

### **ECO 200 Principles of Macroeconomics (3)**

*Prerequisite: MTH 100; ENG 101, or concurrent enrollment.*

This course is an introduction to macro-analysis of the capitalist system. Topics include national income accounting, aggregate demand and supply, inflation, unemployment, and monetary and fiscal policies. Topics relate to the productive capacity of the Navajo economy, international economics, and current economic issues. This course emphasizes the general education special requirements of intensive writing/critical thinking (IW/CI).

### **ECO 201 Principles of Microeconomics (3)**

*Prerequisite: MTH 100, ENG 101 or concurrent enrollment.*

This course is an introduction to micro-analysis of the capitalist system. Topics include utility theory and consumer choice, the theory of the firm, costs and producer choice, supply, demand and price determination, perfect and imperfect markets, business regulations, markets for resources, and the determination of wage rates. This course emphasizes the general education special requirements of intensive writing/critical thinking (IW/CI).

### **ECO 460 Tribal Economic Issues and Development Strategies (3)**

*Prerequisite: MGT 420, BUS 460*

This is a basic economic development course. It treats the economic development of less developed countries. Topics include theories of economic development: Marxist theory, Classical theory, Rostow’s takeoff theory, savings, investment and capital accumulation, population growth and food supply, and the importance of available resources in the economic development of the Navajo Nation.

## **EDUCATION (EDU)**

### **EDU 200 Foundations of Education (3)**

*Prerequisite: ENG 101, NAV 201 or 211*

The course examines the philosophical, sociocultural, historical, and legal foundations of education. Students explore methods and materials, bilingual and bicultural programming, and teaching careers, with particular emphasis on Navajo Nation education.

# Course Descriptions

## **EDU 238 Children and Youth Literature (4)**

*Prerequisite: ENG 101, NAV 101 or 211*

This course provides an overview of prose and poetry for K-12 learning environments with special attention to Navajo Nation and Indigenous cultures. Emphasis is placed on understanding the purpose and content of literary works to encourage literacy, life-long love of reading, critical thinking, and creativity. Ways to promote the development and assessment of reading skills are examined.

## **EDU 240 Introduction to Special Education (3)**

*Prerequisite: ENG 101, NAV 101 or 211*

This course includes an overview of the history, current trends, and future directions of special education. The course covers federal legislation and policies, learning about disabling conditions, classroom integration/inclusion, and social issues.

## **EDU 261 Technology in Education (3)**

*Prerequisite: ENG 101, NAV 101 or 211*

This course offers opportunities to increase computer application skills and understand how technology can be used to enhance learning in K-12 classrooms. Students will use technology to organize instruction, facilitate group and individual instruction, and assess student learning. Projects require the use of Microsoft Office and educational software as well as digital and video cameras.

## **EDU 297 Practicum in Education (1)**

*Prerequisite: ENG 101; NAV 101 or 211; any two EDU courses; Navajo Nation Tribal background check; and State of Arizona Fingerprint Clearance Card or BS in Secondary Math and Science program.*

Through Nitsáhákees, Nahat'á, Iiná, Siihasin, this course is designed to provide an opportunity for practical application of education courses in a K-12 setting. The course includes 24 hours of field experience as well as classroom experience conducted as a seminar. The seminar focuses on instructional approaches, learning styles, and broader issues associated with teaching and learning.

## **EDU 345 Understanding Human Development in Schools (3)**

*Prerequisite: Acceptance in the BA Elementary Education Program.*

This foundations course introduces pre-service teachers to educational theories to help them understand how children attempt to “make sense” of information and events that shape learning and development in their lives at school as well as outside the school environment. Navajo and Non-Navajo perspectives of how children learn and develop are studied with a focus on students from non-English-language backgrounds.

## **EDU 352 Methods for Teaching Diné Educational Philosophy in B-12 Schools (3)**

*Prerequisite: Acceptance into the BA Elementary Education Program and BS in Secondary Math or Science.*

This course examines Diné Educational Philosophy and how it can be applied inside and outside of schools. Teacher candidates explore Navajo perspectives on learning, teaching, classroom management, parental and community involvement, and K'é. Instruction is in Navajo and English.

## **EDU 353 Diversity in Navajo and American Indian Education (3)**

*Prerequisite: Acceptance in the BA Elementary Education program and BS in Secondary Math or Science.*

This course surveys theories on Native student learning and empowerment with implications for Navajo and American Indian educational program development. It examines factors that affect relations among student learning, schools, other social institutions, communities, language, culture, and power; teaching and assessment strategies for addressing differences among students; and strategies for maintaining effective home-school and community-school relations.

## **EDU 354 Emergent Literacy, Language Learning, and Assessment in Bilingual/ESL Settings (3)**

*Prerequisite: Acceptance in the Center for Diné Teacher Education B.A. Elementary Education Program.*

In this course, pre-service teachers are introduced to ways of understanding home and school language and literacy as a part of self-expression. Literacy across the disciplines and in Language Arts K-8 classrooms will be studied. The focus is on how the emergent literacy and language acquisition of non-English-language-background students can be observed and supported by elementary teachers in Navajo Nation schools. Topics covered include language and literacy learning, developing and organizing instruction, self-understanding and self-expression, feedback, and assessment of learning.

## **EDU 358 Field Experience I (2)**

*Prerequisite: Acceptance into the BA Elementary Education program.*

This 6-week field experience provides the pre-service teacher with opportunities to apply course content in a K-8 classroom and actively reflect on the teaching profession. A mentor teacher and CDTE supervisor provide guidance during this learning experience. The pre-service teacher will engage in daily classroom activities and teach and assess lessons with individuals and small groups.

## **EDU 360 Special Education in Indigenous Classrooms (3)**

*Prerequisite: Acceptance in the BA Elementary Education Program and successful completion of EDU courses 345- 358*

This course expands the knowledge and practical applications

# Course Descriptions

of skills and strategies needed to meet the diverse needs of learners from non-English-language backgrounds in general education classrooms, particularly on the Navajo Nation. Emphasis is on federal legislation and policies; identifying, assessing, and implementing classroom learning for children with diverse needs; principles of classroom organization and management; and effective teaching strategies and methods. Course content includes lectures, readings, discussions, and projects focusing on pre-service teachers' knowledge and skills to meet the diverse needs of learners in a general education classroom and to develop strategies in differentiated instruction.

## **EDU 361 Methods for Language Diverse Students I (3)**

*Prerequisite: Acceptance in the BA Elementary Education Program (Successful completion of courses EDU 345 and 358) or BS Secondary Math or Science.*

This course introduces pre-service teachers to instructional strategies which enhance language learning for B-12 non-native speakers. B-12 Navajo-as-a-second-language (NSL) learners will be studied in depth along with the experiences of other groups learning a second language. In addition, pre-service teachers will explore factors that have excluded the Navajo language from B-12 schools and ones that now make access possible. The pre-service teacher will develop an understanding of the general characteristics of B-12 second-language learners, and learn how to evaluate oral and written language proficiencies. They will demonstrate proficiency in preparing and teaching lessons that utilize methods and materials for learning oral and written second language.

## **EDU 362 Integrated Teaching Methods for Bilingual/ESL Classrooms I (3)**

*Prerequisite: Acceptance into the BA Elementary Education Program (successful completion of EDU 345-358) or BS Secondary Math or Science.*

This course introduces integrated methods, strategies, and materials for teaching science, math, and social studies in B-12 classrooms. Candidate teachers will apply appropriate state, tribal, and common core standards to design inquiry-based lessons with cooperative learning strategies. They will apply science, math, and social studies concepts to explore issues in local communities.

## **EDU 374 Bilingual/ESL Reading Methods, Management and Assessment (3)**

*Prerequisite: Acceptance in the BA Elementary Education Program and successful completion of EDU courses 345- 358.*

The pre-service teacher will study the teaching of reading instruction for limited-English-proficient students in K-8 schools, particularly on the Navajo Nation. They will examine the reading process, comprehending a variety of texts and instructional strategies, and assessing student learning. They will gain a greater understanding of children's literature and

how it can be utilized in the classroom. Pre-service teachers will plan, select, and collect materials, develop appropriate goal-setting, and assess students' reading skills.

## **EDU 378 Field Experience II (2)**

*Prerequisite: Acceptance in the BA Elementary Education Program and successful completion of EDU courses 345 – 358.*

This 6-week field experience provides the pre-service teacher an opportunity to apply course content in a K-8 classroom and actively reflect on the teaching profession. A mentor teacher and CDTE supervisor provide guidance during this learning experience. The pre-service teacher will engage in daily classroom activities and teach and assess lessons with whole groups

## **EDU 397 Teacher Licensure Subject Area Test Preparation (3)**

This course prepares pre-service teachers and non-certificated teachers for the content area portions of the state licensure exam. Topics include test taking skills, mathematics, science, arts, health, fitness, reading and English language arts, and social studies. Students will take the required content area state licensure tests.

## **EDU 474 Bilingual/ESL Writing Methods, Management and Assessment (3)**

*Prerequisite: Acceptance into the BA Elementary Education Program and successful completion of EDU courses EDU 345 – 378.*

In this course, pre-service teachers will develop their own personal philosophy about teaching writing, participate in activities that develop their own writing and practice, record and acquire a variety of techniques and methods for teaching and assessing limited-English-proficient K-8 students in Navajo Nation schools. They will gain facility with the writing process, six-trait writing instruction and assessment, writing portfolios, a variety of assessment methods, and a variety of options for publishing student writing. Pre-service teachers will experience the importance of integrating writing across the content areas as a tool for learning and as a subject of study.

## **EDU 475 Methods for Language Diverse Students II (3)**

*Prerequisite: Acceptance into the BA Elementary Education Program or BS Secondary Math or Science.*

This course prepares pre-service teachers to understand language acquisition and language learning in a B-12 setting. Pre-service teachers will gain knowledge of debates and processes of inquiry central to the elementary secondary disciplines (i.e., advantages and limitations of teaching Navajo via situational, immersion, and/or second-language teaching approaches). Ways of teaching B-12 subjects in the target language will be explored. Pre-service teachers will develop lesson plans that have clearly defined instructional objectives

# Course Descriptions

and employ a variety of instructional approaches, strategies, techniques, and assessment options.

## **EDU 476 SEI/ESL for Linguistically Diverse Learners in Bilingual Settings (3)**

*Prerequisite: Acceptance into the BA Elementary Education Program (successful completion of all EDU courses 345–378) or BS in Math or Science.*

This course introduces theories related to teaching children who are learning a second language. The purpose is to prepare teachers to work with children who experience the languages of Navajo and English and must gain competency in both to be a part of their community and to have options in schooling and when selecting a career. This course examines immersion topics of instructional SEI/ESL methods and strategies, assessment, feedback, and the contexts in which languages are learned and used. This course follows the curricular framework for Sheltered English Immersion instruction in accordance with the Arizona State Department of Education.

## **EDU 477 Integrated Elementary Teaching Methods for Bilingual/ESL Classrooms II (3)**

*Prerequisite: Acceptance into the BA Elementary Education Program and successful completion of EDU courses 345–378.*

This course introduces an in-depth study of the historical, legal, theoretical and sociological foundations of bilingual and ESL programs serving language minority students. It also integrates methods, strategies, and materials for teaching science, math, and social studies in K-8 bilingual/ESL classrooms, while also integrating the Diné Holistic teachings bases on the Sa'ah Naaghai Bik'eh Hozhoon principles; to help pre-service teachers understand how students in K-8 think about ethno-science, ethno-mathematics, and ethno-social studies. This course will be taught using Navajo and Western perspectives by focusing on indigenous and western problem-solving skills and critical bilingual/ESL pedagogy. Students will conduct one full-scale APA Research Paper by defending their topic for final exam. Furthermore, candidates will apply appropriate state, tribal, and common core standards to design inquiry-based, problem/solutions-based, project-based, and/or paced-based lessons with cooperative learning strategies. Students will become familiar with current research in bilingual and ESL instructions and understand how theory can be structured in classroom practice to develop the bilingualism and biliteracy of all students. This course will be taught using 25% Diné bizaad and 75% English.

## **EDU 478 Field Experience III (2)**

*Prerequisite: Acceptance into the BA Elementary Education Program and successful completion of EDU courses 345 – 378.*

This 6-week field experience provides the pre-service teacher opportunities to apply course content in a K-8 classroom and actively reflect on the teaching profession. A mentor teacher and CDTE supervisor provide guidance during this learning experience. The pre-service teacher will engage in daily

classroom activities and teach and assess a thematic unit with whole groups.

## **EDU 487 Indigenous Culture-Based Education: International Seminar (3)**

*Prerequisite: Acceptance into the BA Elementary Education Program (successful completion of all EDU courses 345–378) or BS in Math or Science.*

This seminar will provide an opportunity for students from multiple sites to engage in the comparative study of issues associated with the education of Indigenous peoples and communities on an international scale with an emphasis on the role of language and culture through a review of educational practices and theories that have emerged from a variety of sources. Is offered every other year in tandem with EDU 488 Indigenous Culture-based Education: International Seminar.

## **EDU 488 Indigenous Well-Being through Education: International Seminar (3)**

Cultural perspectives on human development and well-being of indigenous peoples. Designed to promote, nurture, explore and understand the influence of culture on the indigenous person. Of a special interest to educators in schools serving indigenous students regarding cultural understandings and change in a historical and contemporary context. Is offered every other year in tandem with EDU 487 Indigenous Culture-based Education: International Seminar.

## **EDU 496 School Law (2)**

*Prerequisite: Acceptance into the BA Elementary Education Program (successful completion of all BAEE courses 345–378) or BS in Math or Science.*

This course explores legal actions and theories applied in Navajo Nation schools. The Navajo language, culture, and philosophy are integrated and addressed through the course. Pre-service teachers will gain a greater understanding of how to protect the legal rights of students, teachers, and the schools on the Navajo Nation by examining the legal system. There will be discussions of practical guidelines to prevent litigation.

## **EDU 498 Student Teaching (8)**

*Prerequisite: Acceptance into the BA Elementary Education Program (successful completion of courses EDU 496 and 498) or BS Secondary Math or Science.*

This course covers the final semester of the senior year. Pre-service teachers are placed in a B-12 school. They will be expected to show understanding and application of pupil management, planning and delivery of instruction, and assessment.

## **EDU 499 Diné Education Seminar (2)**

*Prerequisite: Acceptance into the BA Elementary Education program (successful completion of courses EDU 496 and EDU 498) or BS Secondary Math or Science*



# Course Descriptions

This is a capstone course in which pre-service teachers reflect upon their experiences in student teaching and review their commitment to a career in Elementary Education. During this semester, the pre-service teachers, as cohort members, will share their experiences in schools—lessons learned, current dilemmas, and joys experienced. Pre-service teachers will create, complete, and present a professional portfolio. They will also conclude preparation for the AEPA Professional and Subject Matter standards exams and show completion of or a scheduled date for taking the exam.

## **ENGINEERING (EGR)**

### **EGR 105 Electricity I (2)**

*Prerequisite: ENG 100B or taken concurrently.*

This course introduces students to the concepts associated with electricity, such as electricity standards, dimensions, and circuits.

### **EGR 110 Electricity II (2)**

*Prerequisite: EGR 105.*

This course is a continuation of Electricity I. Students in this course will learn about direct current (DC), alternating current (AC) theory, and circuits (series, parallel, and combination).

### **EGR 111 Introduction to Engineering (3)**

*Prerequisite: MTH 100 or equivalent.*

Introduces the engineering design process and models, problem solving and communications skills, working in a team environment, opportunities to learn about different engineering fields, careers, ethnics and professional responsibility. Participation in hands-on projects using various engineering tools and software with particular attention given to MATLAB programming language.

## **ENGLISH (ENG)**

### **ENG 100A Communication Workshop I (3)**

*Prerequisite: FST 133 or placement test.*

This course develops the students' writing abilities (specifically, the writing of paragraphs), with additional effort focused on grammar, vocabulary building, and mechanical skills. Narrative and descriptive writing are emphasized. (IP grade applicable).

### **ENG 100B Communication Workshop II (3)**

*Prerequisite: ENG 100A or placement test.*

This course advances students' abilities to write well-crafted and grammatical essays, with appropriate and effective word choice. Elements of expository prose are emphasized.

Advanced grammar and other discrete skills are taught as necessary. (IP grade applicable).

### **ENG 101 Freshman English I (3)**

*Prerequisite: FST 131 and ENG 100B or placement scores of NRR and test into ENG 101.*

Emphasizes critical reading and writing to develop necessary college level communication skills. One guided research paper is required.

### **ENG 102 Freshman English II (3)**

*Prerequisite: ENG 101 with a grade of C or greater.*

Emphasizes development of critical, analytical, and argumentative skills through reading, writing, and discussion. Continues research writing and requires one research paper.

### **ENG 131 Reading and Writing for Special Purposes (3)**

*Prerequisite: FST 131 and ENG 100B.*

This course introduces students to techniques of reading and analyzing materials. Addresses topics of current public interest.

### **ENG 180 Technical Writing (3)**

*Prerequisite: ENG 101.*

Instruction in writing and analysis of proposals, technical descriptions and articles, manuals and reports, and business letters.

### **ENG 212 Creative Writing: Poetry (3)**

*Prerequisite: ENG 101 or concurrent enrollment.*

An introduction to techniques of writing poetry. Introduces forms, elements of poetry, and the creative writing process.

### **ENG 213 Creative Writing: Short Fiction (3)**

*Prerequisite: ENG 101 or concurrent enrollment.*

This course is an introduction to the writing of short fiction. Emphasizes the elements of short fiction.

### **ENG 231 Introduction to Literature (3)**

*Prerequisite: ENG 102 or 101 and instructor's permission.*

Study of poetry, short stories, drama, essays, and novels from a variety of perspectives. This course emphasizes the general education special requirements of intensive writing/critical thinking and ethnic/race/gender awareness (IW/CI and ERG).

### **ENG 233 Introduction to Native American Literature (3)**

*Prerequisite: ENG 102 or 101 and instructor's permission.*

A survey of American Indian literature with emphasis on contemporary writers and oral tradition. This course emphasizes the general education special requirements of intensive writing/critical thinking and ethnic/race/gender awareness (IW/CI and ERG).

# Course Descriptions

## **ENG 234 Literature of the Southwest (3)**

*Prerequisite: ENG 102 or 101 and instructor's permission.*

A survey of selected works by Southwest authors in a variety of genres to promote appreciation and understanding of this multicultural region. This course emphasizes the general education special requirements of intensive writing/critical thinking and ethnic/race/gender awareness (IW/CI and ERG).

## **ENG 241 Journalism and Mass Media (3)**

*Prerequisite: ENG 101*

This course is designed to help students survey the fields of communications and mass media and to acquire the skills needed to recognize, develop, and write news stories. Print media, visual media, digital media, advertising, production and media ethics are included in this course.

## **ENG 297 Journalism Practicum (3)**

*Prerequisite: ENG 101, either concurrent enrollment in ENG 241 or completion ENG 241 with grade of C or better.*

Hands-on experience producing a college magazine. Emphasis on planning, editorial writing and editing, news judgment, page design, computer pagination, photo usage, headline writing.

## **ENVIRONMENTAL SCIENCE AND TECHNOLOGY (ENV)**

### **ENV 101 Introduction to Environmental Science (4)**

*Prerequisite: FST 131, ENG 100B, MTH 096.*

This course presents basic information for understanding environmental problems and making good personal choices. It surveys sources, types, and effects of pollutants on the environment and human health as well as ways to control pollutants and to mitigate pollutant damage. Special emphasis on the local environment and public health issues incorporates Navajo views of the environment, science, and health. Students research contemporary issues of health, diet, consumer products, and resource management. This course meets for three hours lecture and three hours laboratory per week.

### **ENV 103 Introduction Cartography/GPS/GIS (1)**

*Prerequisite: ENG 100B.*

This course is a basic introduction to cartography, the Global Positioning System (GPS) using hand-held GPS receivers and the Geographical Positioning System (GIS) using ArcView.

### **ENV 105 Climate Change for Tribal Peoples (4)**

Students are introduced to scientific evidence of global climate change especially relating to Native American tribes, including ecological changes on tribal lands. They explore conditions causing climate change and the influence of human behaviors. They also investigate actions that can be taken locally to mitigate the impacts of climate change. This course meets for

three hours lecture and three hours laboratory study per week, which includes field studies and possible weekend field trips. Emphasizes reading, note taking, summarizing, and reporting.

### **ENV 110 Introduction to Soils/Lab (4)**

*Prerequisite: ENV 101.*

This course introduces students to the physical, chemical and biological properties of soils, the origin, classification, and distribution of soils and their influence on people and food production, and the conservation and environmental impact of soil use.

### **ENV 123 Introduction to Physical Hydrology (3)**

*Prerequisite: ENG 100B.*

This course is a qualitative introduction to the dynamics of surface and groundwater from an intuitive perspective, laying the foundation for understanding the physical mechanisms by which water is transported throughout a hydrologic system. Connectivity with the non-aquatic physical environment is also explored.

### **ENV 160 Introduction to Geographic Information System (3)**

*Prerequisite: Student must be accepted into a Summer Research Program.*

During this course, students are introduced to Geographic Information System (GIS) software using the ArcInfo program. Faculty covers GIS planning methods and the uses and analysis of geographic and attributes data. Students are required to apply what they have learned to summer research projects. The course also includes an introduction to ArcInfo data commands and the ArcView display program. Students must use GIS in a summer research project and in a final presentation.

### **ENV 216 Irrigation and Drainage (3)**

*Prerequisite: ENV 123.*

This course looks at design, evaluation and management of irrigation and drainage systems. It addresses concepts and processes such as soil-water-plant relationships, evapotranspiration and infiltration, water requirements, effective water use, system scheduling and planning.

### **ENV 218 Water Resources Technology (4)**

*Prerequisite: GLG 101 and MTH 110 or above.*

In this course, students are introduced to the concepts of hydrology, water law, water resources management, and planning with special focus on the Navajo Nation.

### **ENV 225 Principles of Agroecology (4)**

*Prerequisite: ENV 101 or BIO 182.*

This course introduces ecology in the analysis of agriculture

# Course Descriptions

and sustainable systems, with an emphasis on the fundamentals of agriculture: soils, plants, water, and the geographical and cultural context of farming systems. Topics include traditional farming, farm development and design, and sustainable farming practices.

## **ENV 230 Environmental Sampling and Monitoring (4)**

*Prerequisite: BIO 181 or BIO 182.*

Covers the principles of geology, ecology, and introduces methods and techniques in environmental sampling and monitoring for water, air, and solids. This course meets for three hours lecture and three hours laboratory.

## **EDUCATIONAL PROFESSIONAL DEVELOPMENT (EPD)**

### **EPD 250 Numbers and Operations in Grades K-8 (6)**

*Prerequisite: Must hold a current elementary teaching certificate.*

This course focuses on number sense and operations in grades K-8. Stresses learning environments, teaching resources, and use of technology. Emphasizes Common Core math competencies for the elementary and middle grades. Includes practical applications of instructional assessment strategies. Frames all aspects of number sense and operations within context of place-based acquisition and application of math concepts.

### **EPD 251 Geometry and Measurement in Grades K-8 (3)**

*Prerequisite: EPD 250. Must also hold a current elementary teaching certificate.*

This course focuses on geometry and measurement in grades K-8. Covers geometric properties, transformation of shapes, and coordinate geometry and measurement. Stresses learning environments, teaching resources, and use of technology. Emphasizes Common Core math competencies for the elementary and middle grades. Includes practical applications of instructional and assessment strategies. And, frames all aspects of geometry and measurement within the context of place-based acquisition and application of math concepts.

### **EPD 252 Patterns, Algebra, and Functions in Grades K-8 (6)**

*Prerequisite: EPD 250 and 251. Must also hold a current elementary teaching certificate.*

This course focuses on patterns, algebra, and functions in grades K-8. Covers algebraic notation, properties, relations and functions, and quotations and inequalities. Stresses learning environments, teaching resources, and use of technology. Emphasizes Common Core math competencies for the elementary and middle grades. Includes practical applications of instructional and assessment strategies. Frames patterns, algebra, and functions within context of place-based acquisition

and application of math concepts.

### **EPD 253 Data Analysis, Probability, and Discrete Mathematics in Grades K-8 (3)**

*Prerequisite: EPD 250, 251 and 252. Must also hold a current elementary teaching certificate.*

This course focuses on data analysis, probability and discrete mathematics concepts in grades K-8. Covers statistics, sampling, systemic listing and counting, and vertex edge graphs. Stresses learning environments, teaching resources, and use of technology. Emphasizes Common Core math competencies for the elementary and middle grades. Includes practical applications of instructional and assessment strategies. Frames data analysis, probability, and discrete mathematics within context of place-based acquisition and application of math concepts.

### **EPD 254 Mathematics Classroom Assessment in Grades K-8 (3)**

*Prerequisite: EPD 250, 251, 252 and 253. Must also hold a current elementary teaching certificate.*

This course focuses on mathematics classroom assessment in grades K-8. Covers traditional assessments, performance-based assessments, and using assessment results. Stresses learning environments, teaching resources, and use of technology. Emphasizes Common Core math competencies for the elementary and middle grades. Includes practical applications of instructional and assessment strategies. Frames mathematics assessment within context of place-based acquisition and application of math concepts.

### **EPD 255 Pedagogy and Instructional Leadership in Mathematics in Grades K-8 (3)**

*Prerequisite: EPD 250, 251, 252, 253, and 254. Must also hold a current elementary teaching certificate.*

This course focuses on teaching pedagogy and instructional leadership in mathematics in grades K-8. Covers teaching strategies, curriculum development, supervision and evaluation of teaching, and design and implementation of mathematics improvement programs. Stresses research-based approaches. Emphasizes Common Core math competencies for the elementary and middle grades. Includes practical applications of program development strategies. Frames teaching and instructional leadership within context of place-based acquisition and application of math concepts.

## **FINE ARTS (FA)**

### **FA 106 Color Theory (3)**

An introduction to basic and advance color theory. The principles of color: design, color wheels, contrast, harmony, impressions, composition and vocabulary will be introduced. Creative solutions using Nitsáhakees, Nahat'á, Íiná, Sihasin to

# Course Descriptions

visual problems will be emphasized. Two hours lecture and three hours laboratory per week.

## **FA 107 3D Design (3)**

An introduction to the basic elements: form, serial planes, wall structures, prisms, cylinders, polyhedral structures, triangular planes, linear frameworks and vocabulary of three-dimensional design. Creative solutions using Nitsáhákees, Nahat'á, Íiná, Siihasin to visual problems will be emphasized. Two hours lecture and three hours laboratory per week.

## **FA 112 2D Design (3)**

This course involves creative, imaginative, and perceptual problem-solving using design, color theory, and critical evaluation. It covers two- and three-dimensional design projects for intuitive thinking and problem-solving. Two hours lecture and three hours laboratory per week.

## **FA 115 Drawing I (3)**

This course develops basic concepts, graphic sensitivity, and compositional skills in drawing. Two hours lecture and three hours laboratory per week.

## **FA 120 Ceramics I (3)**

Explorations in coil, slab, mold, and wheel methods. Introduction to firing and glazing techniques. Two hours lecture and three hours laboratory per week.

## **FA 121 Photography I (3)**

This introductory course in photography as an art medium includes operating a camera, developing black-and-white film, and enlarging negatives to make prints. Includes analysis of aesthetics and the historical background of photography during student critiques. Two hours lecture and three hours laboratory per week.

## **FA 131 Sculpture I (3)**

Introduction to media, materials, methods, and techniques in sculpture as an art medium. Emphasis on design. Two hours lecture and three hours laboratory per week.

## **FA 178 Introduction to Digital Photography (3)**

*Prerequisite: Computer Literacy.*

An introduction to the Digital Camera. Students will learn the technical aspects of the digital camera, including using menus and understanding exposure basics using F-stops, shutter speeds and ISO. Includes an introduction to photographic seeing and the aesthetics of Photography, using the elements and principals of art. Students will download images and build an online portfolio.

## **FA 181 Digital Photography and Image Editing I (3)**

*Prerequisite: Reading proficiency; Computer literacy or instructor's permission.*

An introductory course in the creation and manipulation of digital images. Students are introduced to the concepts and techniques of digital cameras and Adobe Photoshop to create, edit, and manipulate images. Focus on artistic aspects of the medium using the elements and principles of design. Two hours lecture and three hours laboratory per week.

## **FA 190 Painting I (3)**

*Prerequisite: FA 106.*

This course offers an introduction to practical applications of painting, emphasizing the personal exploration of ideas; also covers concepts such as functional color theory and atmospheric perspective. Two hours lecture and three hours laboratory per week.

## **FA 215 Drawing II (3)**

*Prerequisite: FA 115.*

A second semester course on drawing as an art medium. Thematic drawing will be emphasized. Two hours lecture and three hours laboratory per week.

## **FA 221 Photography II (3)**

*Prerequisite: FA 121 or instructor's permission.*

A second-semester course on photography as an art medium. Refines camera and darkroom techniques. Includes critique of photographs, the historical background of photography, photographic vision, and the aesthetics of photography to help students develop individual styles. Two hours lecture and three hours laboratory per week.

## **FA 227 Art for Teachers (3)**

This course is an introduction to methods and theories of art education for early childhood and elementary school, including art appreciation and art history. Two hours lecture and three hours laboratory per week.

## **FA 235 Drawing III (3)**

This course focuses on the cultural, political, socioeconomic, and ethnic evolution of the Southwestern Borderlands from prehistory to the present. The course emphasizes the general education special requirements of intensive writing/critical thinking and ethnic/race/gender and historical awareness (IW/CI, ERG, and HA). . Two hours lecture and three hours laboratory per week.

## **FA 245 Life Drawing (3)**

*Prerequisite: FA 115 and FA 215.*

An introduction to the development of skills in drawing the basic forms and gestures of the human figure. Human anatomy will be emphasized. Two hours lecture and three hours

# Course Descriptions

laboratory per week.

## **FA 281 Digital Photography and Image Editing II (3)**

*Prerequisite: FA 181.*

A second semester in the study of Digital Photography and Image Editing. Students will focus on using intermediate digital cameras with manual functions, and gain intermediate skills in digital darkroom and digital output, explore quality of light, image composition, multiple images, portfolio development, and critical analysis. Basically students will explore more advanced features of image-making in camera, and image-editing using Photoshop. Students will explore the history of photography and study famous photographers, their works, and their styles. Artistic aspects of the medium are a focus of the course using the elements and principles of design. Two hours lecture and three laboratories per week.

## **FA 290 Painting II (3)**

*Prerequisite: FA 190 or equivalent.*

This second-semester course in painting as an art medium offers further application of painting concepts and physical processes. Students are encouraged to show independent initiative in developing expertise in painting. Two hours lecture and three hours laboratory per week.

## **FOUNDATION STUDIES (FST)**

### **FST 100 College Success Skills (3)**

*Prerequisite: Placement tests or instructor's permission.*

This course offers students opportunities to improve their study habits and skills and to develop effective thinking and planning necessary for success in college and in life. The course includes practice in academic skills (such as note taking, test taking, time management, and use of the library) as well as skills and strategies benefiting students in their everyday lives (reading labels and contracts, writing basic business letters, being proactive with others, taking responsibility for one's actions, and researching and utilizing available resources). Students also begin exploring career options.

### **FST 130 Foundations of Reading (3)**

*Prerequisite: placement test.*

This course develops a variety of pre-college reading skills and strategies. The reading selections reflect level-appropriate texts and include topics related to Diné life and culture. (IP grade applicable).

### **FST 131 Advanced Reading (3)**

*Prerequisite: FST 130 or placement test.*

Through the development of higher-order cognitive skills, this course stresses the importance of textual comprehension and critical reading. An emphasis placed on Native American

reading materials. IP grade applicable.

### **FST 133 Applied Communication I (3)**

*Prerequisite: Placement test.*

This course uses the writing process to develop the students' sentence-level writing skills as well as basic grammar, vocabulary building, and mechanical knowledge and skills. (IP grade applicable).

## **GEOLOGY (GLG)**

### **GLG 101 Indigenous Physical Geology (4)**

*Prerequisite: ENG 100B, FST 131, and MTH 096.*

High-school chemistry or physics is recommended.

Provides basic principles of geology and applications of chemistry and physics to geological problems with an emphasis on the geology of the Navajo Nation and topics of significance to Navajo people. Topics include rocks, minerals, regional landforms and structures, and earth processes, earth systems, and geologic time. This course meets for three hours lecture and three hours lab. Students will participate in field studies and possible weekend field trips.

### **GLG 102 Historical Geology (4)**

*Prerequisite: GLG 101.*

Applies geologic principles to the interpretation of earth history and the evolution of life. This course meets for three hours lecture and three hours lab. Students will participate in field studies and possible weekend field trips.

### **GLG 203 Environmental Geology (4)**

*Prerequisite: GLG 101, CHM 151, and MTH 110 or above.*

This course provides a quantitative study of environmental problems involving solid-earth systems and human interactions. Case studies concerning the Navajo Nation and the arid Southwest are given special emphasis. This course meets for three hours lecture and one three-hour lab per week. Some weekend field trips may be required.

### **GLG 229 Field and Laboratory Geology for Teachers (3)**

*Prerequisite: One college-level science course.*

This modular (project-oriented) course in the principles of geology and methods of geology education is for practicing K-12 teachers. Provides hands-on field and lab experience to foster creative and technical skills that teachers require to develop student-centered lessons. Examples and activities are drawn from the Navajo land and environment, the Diné Education Philosophy, and the National Science Education Standards. Graduate-level credit may be arranged through a cooperating university. Some weekend fieldtrips may be required.

# Course Descriptions

## **HEALTH EDUCATION (HEE)**

### **HEE 110 Introduction to Wellness (3)**

An introductory class in wellness that covers health, cultural diversity, relationships, sexuality, stress management, substance use and abuse, nutrition, mental health, lifestyles, aging and death, alcoholism, communicable and chronic diseases, environmental health, and health care systems.

### **HEE 111 Personal and Community Health (3)**

Explores how to achieve, maintain, and promote wellness. Also covers prevention and control of diseases, nutrition, consumer health, and ecology.

### **HEE 112 First Aid/CPR (3)**

Techniques in basic first aid and CPR. Students receive certification upon successful completion of the course.

## **HISTORY (HST)**

### **HST 101 World Civilization I (3)**

*Prerequisite: ENG 101 or concurrent enrollment.*

This course is a historical survey of Middle Eastern, Asian, Western, Native American, and African history from the earliest human civilizations to the European invasion of the Americas. This course emphasizes the general education special requirements in ethnic/race/gender and historical and global awareness (ERG, HA, and GA).

### **HST 102 World Civilization II (3)**

*Prerequisite: ENG 101 or concurrent enrollment.*

This course is a historical survey of Middle Eastern, Asian, Western, Native American, and African history from the European invasion of the Americas to the present. This course emphasizes the general education special requirements in ethnic/race/gender and historical and global awareness (ERG, HA, and GA).

### **HST 135 American History: Prehistory to 1865 (3)**

*Prerequisite: ENG 101 or concurrent enrollment.*

This course is a historical survey of the American experience from the period of European exploration to the end of the Civil War. This course emphasizes the general education special requirements in ethnic/race/gender and historical awareness (ERG and HA).

### **HST 136 American History: 1865 to Present (3)**

*Prerequisite: ENG 101 or concurrent enrollment.*

This course is a historical survey of the American experience from the conclusion of the Civil War to the present. This course emphasizes the general education special requirements in

ethnic/race/gender and historical awareness (ERG and HA).

### **HST 201 Colonial Latin America (3)**

*Prerequisite: ENG 101*

This course is a survey of the history and peoples of Latin America beginning with their origins, including European contacts, conquests, and the colonial era, and ending with the struggles for independence. The course emphasizes general education special requirements of intensive writing/critical thinking, and ethnic/race/gender and historical awareness (IW/CI, ER, and HA).

### **HST 202 Modern Latin America (3)**

*Prerequisite: ENG 101.*

This course is a historical survey of the history and peoples of Latin America from their independence to the present.

This course emphasizes the general education special requirements of intensive writing/critical thinking and ethnic/race/gender and historical awareness (IW/CI, ERG, and HA).

### **HST 234 History of Native Americans: Pre-Contact to the Modern Age (3)**

*Prerequisite: ENG 101.*

This course is a historical survey of Native American history from pre-Columbian times to the present. This course emphasizes the general education special requirements of intensive writing/critical thinking and ethnic/race/gender and historical awareness (IW/CI, ERG, and HA).

### **HST 245 History of the American West (3)**

*Prerequisite: ENG 101.*

This course is a historical survey of the American West from pre-Columbian times to the present. This course emphasizes the general education special requirements of intensive writing/critical thinking and ethnic/race/gender and historical awareness (IW/CI, ERG, and HA).

### **HST 256 Southwestern Borderlands (3)**

*Prerequisite: ENG 101.*

This course focuses on the cultural, political, socioeconomic, and ethnic evolution of the Southwestern Borderlands from prehistory to the present. The course emphasizes the general education special requirements of intensive writing/critical thinking and ethnic/race/gender and historical awareness (IW/CI, ERG, and HA).

### **HST 289 Selected Topics in History (1-3)**

*Prerequisite: ENG 101 or instructor's permission.*

This course covers selected topics in history which are identified when the course is scheduled. This course may be repeated if there is a change in content.

# Course Descriptions

## HUMANITIES (HUM)

### **HUM 105 Introduction to Logic and Critical Thinking (3)**

*Prerequisite: ENG 100B or placement test and FST 131, or the reading proficiency requirement.*

Introduction to basic principles of logical analysis. Students present and evaluate arguments in ordinary language using critical thinking and appropriate standards of evidence.

### **HUM 131 Music Appreciation (3)**

*No prior music experience necessary.*

Designed to develop listening skills for increased listening pleasure. Utilizes community resources for live performances as well as audiovisual material. The course emphasizes the general education special requirement of ethnic/race/gender awareness (ERG).

### **HUM 151 Intercultural Perspectives on the Southwest (3)**

*Prerequisite: ENG 101 or concurrent enrollment.*

The course examines the modern literary and artistic works of Indigenous, Hispanic, and Euro Americana, both men and women, of the Southwest.

### **HUM 152 Film Appreciation (3)**

A course in film history and the special qualities of film communication. Discusses the effects and technical aspects of film. Several American film genres are examined. Emphasizes the development of critical viewing abilities. Includes readings about film, film viewing, lectures, discussions, and a two-hour lab per week for film viewing.

### **HUM 221 Introduction to Philosophy (3)**

*Prerequisite: ENG 101 or concurrent enrollment*

An introduction to philosophy from a multi-cultural perspective. Readings and discussions of writings by major philosophers including American Indians on metaphysics, epistemology, freedom and determinism, religion and social justice. The course emphasizes the general education special requirement of intensive writing/critical thinking (IW/CI).

### **HUM 250 The Arts and Society (3)**

*Prerequisite: ENG 101 or concurrent enrollment.*

A comparative study of humanity's need for art and the attempts to create through the visual arts, literature, philosophy, music, and history. Designed to develop an appreciation for and understanding of European and modern American culture as artistic and creative expression. The student gains insight into the process of creating and understanding meaning through symbols or art.

## MANAGEMENT (MGT)

### **MGT 140 Human Relations (3)**

This course is an examination and application of basic interpersonal communication skills. Students will investigate and examine attitudes, behavior, and cultural influences that affect job and school performance. It offers structured situations in which interpersonal relationships and communication skills are explored. The course is open to students in education, the health fields, and all others who wish to explore the dynamics of getting along with people.

### **MGT 250 Small Business Management (3)**

*Prerequisite: ACC 100*

This course presents an overview of the basic management principles, financing, accounting, and legal requirements encountered by modern small businesses. It stresses characteristics of successful business operations and incorporates the uniqueness of business enterprises on the Navajo Nation. Students will create a business plan.

### **MGT 320 Tribal Governments and Management (3)**

*Prerequisite: BUS 204, MGT 360*

This course traces the history of tribal self-government, constitution, and the institutions in the students' respective tribes and management issues faced in tribal government. The focus will be on the effectiveness, participation and issues faced by Tribal governments in achieving Tribal objectives.

### **MGT 330 Tourism and Hospitality Management (3)**

*Prerequisite: ACC 201, MKT 240, BUS 204, ECO 200 or 201*

In this entryway course, students will be introduced to the major concepts, issues, and theories of tourism and hospitality as an economic sector and topic of academic study. The course will cover a broad range of topics related to the travel experience, from business development to the linkages between tourism as an industry and the impacts it has on communities and places. Students will also be introduced to key elements of the hospitality service industry and opportunities for employment within this industry.

### **MGT 340 Organizational Behavior (3)**

*Prerequisite: COM 121, ECO 201*

Provides an overview of topics and concepts in the field of Organizational Behavior. Emphasis is on developing a theoretical grasp of issues and problems and an understanding of practical implications of various theories of human behavior at work. Specific topics include leadership, motivation, teamwork, career issues, work roles, job enrichment, employee participation, and work and non-work integration.

# Course Descriptions

## **MGT 350 Human Resources Management (3)**

*Prerequisite: MGT 340, MGT 360*

This course examines the role of the human resource professional as a strategic partner in managing today's organizations. Key functions such as recruitment, selection, development, appraisal, retention, compensation, and labor relations are examined. Implications of legal and global environments are appraised and current issues such as diversity training, sexual harassment policies, and rising benefit costs are analyzed. Best practices of employers if choice are considered.

## **MGT 360 Principles of Management (3)**

*Prerequisite: MKT 240, ECO 201*

This course will cover important concepts on the knowledge needed to successfully manage an organization. The course will especially be useful for those newly promoted to supervisory and managerial positions within the private, public, or federal sector.

## **MGT 420 Tribal Enterprises and Entrepreneurship (3)**

*Prerequisite: ECO 201, ACC 310*

This course will examine different types of business enterprises existing in various tribes as the tools for economic development, including Chapter 17 Federal Corporation charter. Students will examine large scale, medium, small and micro business enterprises, tribal and private, operating within the tribal economy. Students will explore strategies to best utilize efficient combination of private and tribal enterprises to promote economic development.

## **MGT 440 Project Management (3)**

*Prerequisite: MGT 340, MGT 360*

This course develops a foundation of concepts and solutions that supports the planning, scheduling, controlling, resource allocation, and performance measurement activities required for successful completion of a project.

## **MGT 450 Strategic Management (3)**

*Prerequisite: MGT 340, MGT 360*

This course deals with the development and implementation of organization strategy. It focuses on the perspectives, analytical techniques, and capabilities utilized by managers to improve an organization's probability of attaining sustainable competitive advantage and success in the long term.

## **MGT 460 Tribal Leadership Challenges (3)**

*Prerequisite: BUS 460, MGT 320, MGT 420*

This course will expose students to the traditional tribal leadership practices. Students will also study the current leadership theories and practices. The emphasis will be to help students develop their own leadership styles, philosophies and skills to be the future leaders in their respective communities.

## **MARKETING (MKT)**

### **MKT 140 Customer Relations and Service (3)**

Students will learn the techniques and guidelines for making customer service a priority. This course introduces students to the customer service environment, essential personal skills, and communication skills and challenges in the world of business.

### **MKT 240 Marketing (3)**

*Prerequisite: FST 131; ENG 101; BUS 152; and either ECO 200 or ECO 201.*

This course introduces students to basic marketing concepts and practices. Topics include the impact of external forces on marketing decisions, especially marketing on the Internet; marketing strategies; marketing aspects of business ethics and social responsibilities; and global marketing.

### **MKT 420 Public Relations (3)**

*Prerequisite: MKT 240, BUS 350*

This course covers strategic issues and effective practices of communication between organizations and their constituencies. The coursework includes the study of public opinion research, media relations, public communication campaigns, consumer identity, and representational ethics. Students gain practical experience in writing news releases, conducting surveys, and designing integrated campaigns.

### **MKT 430 Quality Management (3)**

*Prerequisite: BUS 265, MGT 340, MGT 360*

This course will present the various Total Quality Management (TQM) frameworks, concepts, and quality improvement tools necessary for implementing the quality culture that characterizes world-class organizations of the 21<sup>st</sup> century. TQM is aimed at continually improving performance over the long term by focusing on customers while addressing the needs of all stakeholders. Key actions necessary for transforming business and not-for-profit organizations into world-class organizations that deliver ever-improving value to their customers, clients and constituents will be explored.

## **MATHEMATICAL EDUCATION (MTE)**

### **MTE 280 Mathematics for Elementary School Teachers I (3)**

*Prerequisite: Grade of "C" or better in MTH 110 or MTH 114.*

This course offers an in-depth look at our base 10 numeration system. It includes a study of number operations, properties of numbers and operations, computation, algorithms, and other numeration systems. Problem-solving is emphasized throughout.



# Course Descriptions

## **MTE 281 Mathematics for Elementary School Teachers II (3)**

*Prerequisite: Grade of "C" or better in MTE 280.*

This course investigates statistics, probability, measurement, and geometry. The geometry portion includes plane and solid geometry, geometric constructions, coordinate geometry, and transformational geometry. Problem-solving is emphasized throughout.

## **MATHEMATICS (MTH)**

### **MTH 096 Basic Mathematics (4)**

This course will cover Whole Numbers, Fractions, Decimals, Geometry, Percent, Real Numbers, Equations and Inequalities. (IP grade is applicable).

### **MTH 100 Intermediate Algebra (4)**

*Prerequisite: Placement test or minimum grade of "C" in MTH 096.*

This course will cover Graphs of Linear Equations, Exponents and Polynomials, Factoring, Rational Expressions, Systems of Linear Equations, Roots and Radicals. (IP grade applicable).

### **MTH 106 Survey on College Mathematics-The Art of Math (3)**

*Prerequisite: Advisor and instructor's approval.*

This course will cover important concepts in MTH 110 and MTH 114, set theory, number system, functions, exponential models, equations, but will not focus on mathematical techniques. This course will emphasize the origin of mathematical ideas and its relation with Navajo philosophy. This course is designed as a replacement of MTH 110 or MTH 114 for non-traditional students and for students whose majors do not require higher mathematical skills and techniques.

### **MTH 110 College Algebra (4)**

*Prerequisite: Placement test or minimum grade of "C" in MTH 100 or instructor's permission.*

Covers functions and their graphs, including linear, quadratic, polynomial, rational, exponential, and logarithmic functions. Also covers the algebraic concepts necessary for the study of these functions. Four lecture hours per week.

### **MTH 111 College Trigonometry (3)**

*Prerequisite: Minimum Grade of "C" in MTH 110 or instructor's permission.*

Trigonometric functions, graphs, identities, inverse trigonometric functions, equations, applications, law of sines, and cosines. Two lecture hours and two workshop hours required per week.

### **MTH 114 College Mathematics/Quantitative Reasoning (4)**

*Prerequisite: Placement test or minimum grade of "C" in MTH 100 or instructor's permission.*

Contemporary quantitative methods, especially descriptive statistics, elementary probability, statistical inference, linear and exponential models of growth and decay, and discrete models. Four lecture hours per week.

### **MTH 118 Finite Mathematics (3)**

*Prerequisite: Minimum grade of "C" in MTH 110 or instructor's permission.*

Matrices and the solution of linear systems, inequalities, linear programming, permutations and combinations, discrete probability, and a brief introduction to descriptive statistics.

### **MTH 190 Pre-Calculus (4)**

*Prerequisite: Minimum of grade of "C" in MTH 110 or instructor's permission.*

Offers in-depth preparation for students in science, math, and engineering. Serves as a prerequisite for calculus. Covers algebraic and geometric properties of functions (polynomial, rational, exponential logarithmic, and trigonometric); sequences and series; methods of proof; the binomial theorem; topics in analytic geometry; matrices; polar coordinates; complex numbers; vectors; and an introduction to limits. Four lecture hours per week.

### **MTH 191 Calculus I (4)**

*Prerequisite: Minimum grade of "C" in MTH 190 or instructor's permission.*

Introduction to calculus with an emphasis on problem-solving. Limits and continuity, differential and integral calculus of one variable, the fundamental theorem of calculus, with applications in business, social and behavioral sciences, and the natural sciences. Four hours lecture per week.

### **MTH 192 Calculus II (4)**

*Prerequisite: Minimum grade of "C" in MTH 191 or instructor's permission.*

Techniques of integration, applications of integration, parametric equations, polar coordinates, sequences, and series. Four lecture hours per week.

### **MTH 210 Discrete Math (3)**

*Prerequisite: MTH 110 or instructor's permission.*

Set theory, combinatorics, probability, graphs theory, and finite geometry. Topics relevant to Computer Science majors.

### **MTH 213 Statistics (4)**

*Prerequisite: Minimum grade of "C" in MTH 110 or MTH 114 or instructor's permission. Cross listed with PSY 213.*

Representation of data, measures of central tendency; standard

# Course Descriptions

deviation; sampling; normal, chi-square, student's  $t$ , and F distributions; and regression and correlation. Basic concepts of experimental design and statistical analysis involved in quantitative research.

## **MTH 220 Calculus III (4)**

*Prerequisite: Minimum grade of "C" in MTH 192 or instructor's permission.*

Vector analysis, differentiation and integral calculus of several variables with applications. Four hours lecture per week.

## **MTH 221 Ordinary Differential Equations (3)**

*Prerequisite: Minimum grade of "C" in MTH 192 or instructor's permission.*

First-order differential equations, applications, higher-order differential equations, numerical methods, with applications in physical, biological, and social and behavioral science.

## **MTH 225 Elementary Linear Algebra (3)**

*Prerequisite: MTH 110 or instructor's permission.*

An introductory course for all science, engineering, and mathematics education majors. Topics include matrices, system of linear equations, determinants, vector spaces, linear transformations, and eigenvalues.

## **MUSIC (MUS)**

### **MUS 181 Piano I (2)**

This course introduces students to the piano. It gives them the skills necessary to sight read music and perform piano pieces in a wide variety of styles.

## **NAVAJO LANGUAGE (NAV)**

### **NAV 101 Navajo as a Second Language I (4)**

First semester course. Aimed at mastery of pronunciation, identification of sounds, thought patterns, and vocabulary. Students learn simple Navajo conversation. An individual, one-hour conversational practice workshop is mandatory for each class session. The course emphasizes the general education special requirement of ethnic/race/gender awareness (ERG).

### **NAV 102 Navajo as a Second Language II (4)**

*Prerequisite: NAV 101 or Placement by Exam.*

Second semester course. Mastery of simple sentences. Combination of simple sentences with more complex sentences. Enlarging of vocabulary through oral exercises. An individual, one-hour conversational practice workshop is mandatory for each class session. The course emphasizes the general education special requirement of ethnic/race/gender awareness (ERG).

### **NAV 120 Introduction to Navajo Leadership and Communication (3)**

A study of techniques styles, genres of Navajo Leadership and Communication. Students will plan and practice by making people feel safe to speak up. Develop effective listening skills, and challenge people to think and lead by example.

### **NAV 140 Introduction to Navajo Public Speaking (3)**

A study of techniques, styles, genres of Navajo public speaking. Students will make plan, practice self-control, and know their audience. (Navajo Nation Leadership Certificate requirement and pre-selected for cohort) and (this course will not satisfy Navajo Language requirement).

### **NAV 201 Intermediate Navajo as a Second Language III (4)**

*Prerequisite: NAV 102 or Placement by Exam*

Third-semester course. Students review the material taught in NAV 101 and NAV 102 and proceed to more advanced structures, situations, vocabulary, and functions. An individual, one-hour conversational practice workshop is mandatory for each class session.

### **NAV 202 Advanced Intermediate Navajo as a Second Language IV (4)**

*Prerequisite: NAV 201 or Placement by Exam*

Fourth-semester course. Students review material from NAV 101, 102, and 201 and then proceed to more advanced structures, situations, functions and grammar. An individual, one-hour conversational practice workshop is mandatory for each class session.

### **NAV 211 Navajo Literacy I (3)**

Designed to develop skills in reading and writing Navajo, as well as an understanding of the language and its sounds and structure. The course emphasizes the general education special requirement of ethnic/race/gender awareness (ERG).

### **NAV 212 Navajo Literacy and Grammar II (3)**

*Prerequisite: NAV 211.*

For Navajo speakers. Develops additional skills in reading and writing Navajo. Emphasis on grammatical structure. The course emphasizes the general education special requirement of ethnic/race/gender awareness (ERG).

### **NAV 231 Medical Terminology of the Navajo (3)**

*Prerequisite: NAV 101 or NAV 211.*

Translation and use of medical terminology from English to Navajo and Navajo to English.

# Course Descriptions

## **NAV 289 Navajo Linguistics (3)**

*Prerequisite: NAV 212*

Introductory linguistics course covering basic concepts in sociolinguistics, psycholinguistics, syntax, phonology, and morphology. Navajo is used for concrete exemplification.

## **NAV 240 Navajo Public Speaking (3)**

*Prerequisite: NAV 212.*

This course provides instruction and experience in preparation and delivery of speeches within a public setting and group discussion. Emphasis is on research; preparation, delivery, and evaluation of informative, persuasive, and special occasion public speaking. Upon completion, students should be able to prepare and deliver well-organized speeches and participate in-group discussion with appropriate audiovisual support. Students should also demonstrate the speaking, listening, and interpersonal skills necessary to be effective communicators in academic settings, in the workplace, and in the community.

## **NAV 301 Navajo Descriptive and Narrative Writing (3)**

*Prerequisite: NAV 212.*

Students read and write descriptive and narrative texts in Navajo, complete weekly papers, and use word-processors to produce high-quality written products. One such text must be read over the radio.

## **NAV 350 Teaching Navajo to the Native Speaker (4)**

*Prerequisite: NAV 301*

Addresses major issues in teaching Navajo literacy and Navajo language arts to native speakers of Navajo.

## **NAV 351 Teaching Navajo as a Second Language (4)**

*Prerequisite: NAV 301.*

Addresses major issues in the teaching/learning of second languages with specific emphasis on Navajo language as taught in the public schools.

## **NAV 401 Navajo Grammar and Applied Linguistics (3)**

*Prerequisite: NAV 289 and NAV 301.*

Analysis of the Navajo language using the descriptive terminology of Young and Morgan (1987).

## **NAVAJO AND INDIAN STUDIES (NIS)**

### **NIS 090 Chief Manuelito Scholars' Navajo Government (2)**

*For high-school students only.*

This course satisfies the history and government requirement for Chief Manuelito scholarship applicants. Course covers the history of Navajo government from the earliest days, through the changes in local leadership, the Naat'áanii system, headmen, and the emergence of the Navajo Tribal Council in

1868 as well as the discovery of oil and gas, and the need to approve leases. It also provides students with an overview of the relationship between Navajo Nation government and the federal government.

### **NIS 101 Navajo Pottery (3)**

Introduction to Navajo pottery ware, development and techniques based on Navajo traditional values. Includes projects in making different traditional pottery ware.

### **NIS 103 Navajo Basketry (3)**

The origin, purposes, philosophy, and functions of Navajo baskets. Projects include making traditional designs, baskets, and water jugs.

### **NIS 105 Navajo Rug Weaving (3)**

The origin, purposes, philosophy, and historical development of weaving from the Diné perspective. Rug weaving projects include traditional upright-loom weaving techniques and design.

### **NIS 107 Navajo Moccasin Making (3)**

Series of lectures on the origin, purposes, philosophy and historical development of moccasins. Includes projects in making ankle length moccasins.

### **NIS 108 Navajo Silversmithing (3)**

The origin and cultural development of silver jewelry. Basic skills in making tools, designing, forming, cutting, piercing, and soldering.

### **NIS 111 Foundations of Navajo Culture (3)**

An introduction to the basic values of Diné society, past and present, including the clan system, philosophy of duality, oral narratives, and symbolic interpretations. Instruction takes place in Navajo and English.

### **NIS 118 Navajo Fundamental Law I (3)**

An introductory course to the basic values; which includes Navajo traditional law, customary law, natural law, and common law. This course is taught in Navajo and English.

### **NIS 121 Navajo Human Relations (3)**

The course will examine basic human relationship skills such as: attitudes, behavior, perceptions, interaction and communication with individuals, community members and other organizations.

### **NIS 123 Navajo Supervision and Management (3)**

This course is a study of the role of a supervisor and managerial functions; leadership, communication, ethical reasoning and human relations skills.

# Course Descriptions

## **NIS 124 Navajo Governance (3)**

The course will provide an overview of Navajo Nation governance in the United States. The course will also examine the relationship with the national government and the rise of the collective national Navajo identity.

## **NIS 127 Navajo Current Issues and Affair (3)**

The course will examine current issues in the Navajo Nation pertaining to Education, Economics, Environment, Health, Politics, and Inter-governmental relations.

## **NIS 128 Navajo Basic Buckskin/Leather Braiding (3)**

This course explores the origin and cultural development of buckskin and leather braiding in Navajo culture. The course includes basic skills in cutting, designing, forming and techniques of buckskin.

## **NIS 129 Navajo Cultural Arts Selling Practice (3)**

The focus of this course is selling authentic Navajo arts and crafts. Find the best venue to sell products: art shows, galleries, Native events, even retail stores/flea-markets. Learn how to approach a gallery, how to create a portfolio, design an effective logo, signature trade stamp and company name. *(Navajo Cultural Arts certificate requirement).*

## **NIS 130 Federal, State, County, and Municipal Government (3)**

This course examines the principles, procedures, politics, issues, funding and the inter-working of Federal, State, County, and Municipal Government and how it affects the Navajo Nation. The student will analyze political philosophy in diverse context and how it impacts Navajo Nation.

## **NIS 132 Navajo Cultural Arts Material and Resources (3)**

Introduction to appropriate ways to collect, prepare raw material for Navajo traditional arts. Includes field trips to collect raw materials. Series of lectures includes cultural sensitivity and protocol. *(Navajo Cultural Arts certificate requirement).*

## **NIS 133 Toastmaster and Parliamentary Procedures (3)**

This is an introductory course in parliamentary procedure designed to assist leaders to guide meetings, role and responsibilities of the parliamentarian.

## **NIS 134 Navajo Cultural Arts and Philosophy (3)**

Introduces Navajo culture sensitivity and symbolic significance. Includes Navajo Philosophy on artwork in cultural history, discovering and exploring meaning, and looking at different styles of artwork. *(Navajo Cultural Arts certificate requirement).*

## **NIS 135 Navajo Fundamental Law II (3)**

The course is an intermediate level of the basic values; which includes Navajo traditional law, customary law, natural law, and common law. This course is taught in Navajo and English.

## **NIS 150 Introduction to Navajo Herbology (3)**

Examines concepts fundamental to the Navajo use of herbs in environmental and ceremonial contexts. Instruction in Navajo and English. This course is offered only in the Summer or Fall semester.

## **NIS 160 Navajo Agricultural History to Present (3)**

The Navajo Agricultural History Course will provide student knowledge of historical events that have shaped Navajo agricultural laws, codes and mandates. Student will learn about how agricultural history shaped current policies and laws through a historical timeline from the 16th century (1500 -present). The class will integrate both Navajo Nation and United States Agricultural history.

## **NIS 185 Navajo Cultural Arts Business System (3)**

This course explores the origin, philosophy and values of business in the Navajo economic system. An overview of historical Navajo business practice and contemporary development. *(Navajo Cultural Arts certificate requirement).*

## **NIS 197 Navajo Cultural Arts Practicum I (3)**

This course provides practical (hands-on) learning in the areas of Navajo cultural arts. This first of two practicums, this class entails historical and philosophical applications of Navajo cultural arts through community research. *(Navajo Cultural Arts certificate requirement).*

## **NIS 198 Navajo Cultural Arts Practicum II (3)**

This course provides practical (hands-on) learning for the Navajo Cultural Arts Certificate students. The second of two practicums, this class includes student dissemination of Navajo cultural arts through community outreach activities and projects. *(Navajo Cultural Arts Certificate requirement).*

## **NIS 201 Navajo Pottery/Ceremonial Pipes (3)**

An advanced course in making pottery and ceremonial pipes according to the Navajo way of life. It includes history and usage and symbolic interpretation of ceremonial pottery.

## **NIS 203 Advanced Navajo Basket Making (3)**

Advanced course in Navajo basket making. Includes the philosophical, spiritual and ethical significance of the basket. Examines the historical and contemporary elements of design from different regions and periods.

# Course Descriptions

## **NIS 205 Advanced Navajo Rug Weaving (3)**

*Prerequisite: NIS 105.*

Development of design, skills, and creativity in weaving geometrical, pictorial, and double-woven rugs, including the comparative study of ancient and contemporary weaving.

## **NIS 206 Navajo Sash Belt/Ceremonial Stocking (3)**

Advanced course in making Navajo sash belt and ceremonial stocking. Includes philosophy, historical development, pattern, spinning and weaving skills.

## **NIS 207 Advanced Navajo Moccasin Making (3)**

An advanced course to design and techniques in Ké Nitsaai and Naat'á Ké/Na'abaah Ké. Includes the philosophy and history of Ké Nitsaai and Naat'á Ké/Na'abaah Ké.

## **NIS 208 Advanced Navajo Silversmithing (3)**

*Prerequisite: NIS 108.*

Creative design, intermediate skills, and lapidary techniques in silversmithing, including the comparative study of Navajo and American Indian jewelry craftsmanship.

## **NIS 209 Navajo Horse Hair Braiding (3)**

This class prepares students in horsehair braiding. Students get hands-on practical experience working with a wide variety of horsehair braiding. Includes the philosophy and history of horsehair braiding.

## **NIS 220 Navajo Oral History (3)**

*Prerequisite: ENG 101 and NIS 111.*

Examines Diné oral history and cosmology with an emphasis on ceremonial practices and world creation narratives. May include field trip to Dinétah or other historical sites. This course is offered only in the Fall semester.

## **NIS 221 Navajo History to Present (3)**

*Prerequisite: ENG 101.*

Examines Diné history beginning with anthropological theories about prehistoric migrations to and acculturation in the Southwest followed by the European contact period and ending with current events. Includes an overview of key aboriginal land settlements, federal Indian laws, court decisions, and other Indian policies within the context of Diné tribal, intertribal, city, county, state, and federal government relations. The course emphasizes the general education special requirements of intensive writing/critical thinking and ethnic/race/gender and historical awareness (IW/CI/ERG, and HA).

## **NIS 222 Contemporary Indian Affairs and Tribal Government (3)**

*Prerequisite: ENG 101, and NIS 221.*

An overview of federal policies and programs since 1776 that have dealt with U.S. Indian Nations. Examines relationships between tribes and national, regional, and local governments, as well as the rise of a new, collective, national, and political Native American identity.

## **NIS 225 Indians of the United States and North America (3)**

*Prerequisite: ENG 101 or concurrent enrollment. Cross-listed with ANT 225.*

A survey of indigenous groups of the U.S. and Canada, with an emphasis on changing economic and political forces that influence various tribal groups. Discussion of origins, customs, language, arts, and habitats.

## **NIS 226 Navajo Nation Government (3)**

*Prerequisite: ENG 101 and NIS 221. Cross-listed with POS 226.*

The development of Navajo Nation government, concentrating on its evolution since the 1920s. Examines the legal and political basis of Navajo Nation government, its structure and functions as well as powers and services, fiscal changes, and administrative growth. Includes political relations, developments, and transitions related to state and federal governments. Highlights major contributions of Navajo Nation chairmen and presidents.

## **NIS 261 Navajo Oral Tradition and Styles (3)**

*Prerequisite: ENG 101 and NIS 111.*

Examines the philosophy and thinking of traditional elders in Navajo society by listening to and analyzing oral styles, including storytelling, oratory, prayers, and lectures. Instruction is in English and Navajo.

## **NIS 292 Native American Holistic Expression (3)**

Examines the basic principles of Native American spiritual life, common philosophies and values, cycles of life, and contemporary ritual practices throughout North America.

## **NIS 294 Diné Education Philosophy I (3)**

*Prerequisite: NIS 111.*

Introduces teachings of the Diné knowledge and living systems. Relates them to curricula, pedagogy, and academic life in higher education. Advances learning of the basic Diné educational philosophy in both traditional and Western curricula.

# Course Descriptions

## **NIS 295 Diné Education Philosophy II (3)**

*Prerequisite: NIS 294.*

This course is designed to develop intermediate-level knowledge in using SNBH components to advance student learning.

## **NIS 311 Introduction to Navajo Holistic Healing (3)**

*Prerequisite: ENG 101 and NIS 111.*

A general discussion of major Navajo ceremonies of the summer and winter seasons according to Navajo teachings. Examines the development and organization of ceremonies with emphasis on their purpose, significance, and procedures. Includes study of ceremonies from the Hózhóóji (Blessing Ways) and Naayéé jí (Protection Ways). May include field experiences to local traditional healing ceremonies.

## **NIS 371 Navajo Philosophy (3)**

*Prerequisite: ENG 101 and NIS 111.*

An advanced analysis of the inter-relationship of male and female principles and the manifestation of dual forces. The course looks at Diné philosophical thought, including metaphysics, epistemology, aesthetics, ethics, religion, and traditional social structure.

## **PHYSICAL EDUCATION AND HEALTH (PEH)**

### **PEH 113, 114, 119 Team Sports (1)**

*Restricted enrollment to student athletes.*

Members of all athletic teams may enroll in the courses with coach/faculty's permission. Students sign a course contract and are responsible for knowing the rules and regulations of their sport. Students who quit or are dropped from the team are dropped from this course unless other arrangements are made.

### **PEH 120 Strength Training (1)**

Introductory activities in strength training with individualized programs and a focus on safety, fitness, benefits, and exercise selection. One hour lab required.

### **PEH 121 Advanced Strength Training (1)**

*Prerequisite: PER 120 or instructor's permission.*

Advanced activities in advanced strength training, individualized programs, and exercise selection. One hour lab required.

### **PEH 122 Fitness for Life (2)**

An individualized approach to physical fitness, designing personal fitness programs for cardiovascular development strength, flexibility, weight control, and nutrition. Fitness testing administered at the beginning and end of class.

### **PEH 123 Archery (1)**

Introductory activities in archery techniques. Includes the history of archery, equipment, safety, and individualized practice. One hour lab required.

### **PEH 125 Basketball (1)**

Introductory activities in basketball skills, rules, and offensive and defensive strategies. Includes demonstrations, drills, and scrimmages. One hour lab required.

### **PEH 130 Physical Education Activity (1)**

Introductory activity class that overviews a variety of physical activities and sports. One hour lab required.

### **PEH 132 Jogging (1)**

Introductory activities in running techniques, program design, pacing, form, interval training, and distance running. One hour lab required.

### **PEH 135 Recreational Games (1)**

Introductory activities in a variety of games, sports, and leisure activities. Activities include archery, bowling, basketball, badminton, billiards, jogging, softball, tennis, volleyball, strength training, table tennis, traditional Navajo games, and Zumba. One hour lab required.

### **PEH 138 Volleyball (1)**

Introductory activities in basic skills, rules, and offensive and defensive strategies in volleyball.

### **PEH 141 Aerobics (1)**

Introductory activities in low- and high-impact exercises, training zones, body image, and exercise selection. One hour lab required.

### **PEH 143 Country and Western Dancing (1)**

Introductory activities in Country and Western dancing, proper body movement, posture, rhythm and beats, and music selection. One hour lab required.

### **PEH 148 Outdoor Recreation (1)**

Introductory activities, knowledge, and skills in hiking, camping, backpacking, mountaineering, canoeing, fishing, cross-country skiing, and traditional Navajo outdoor activities. One hour lab required.

# Course Descriptions

## **PHYSICAL SCIENCE (PHS)**

### **PHS 110 Principles of Physical Science (4)**

*Prerequisite: MTH 096 and ENG 100B.*

PHY 110 is a conceptual physical science course emphasizing the relationship between physics and chemistry. Students will study the relationship between the Laws of Motion and chemical reactions, as well as topics related to nuclear, thermal and electrical energy.

## **PHYSICS (PHY)**

### **PHY 101 Survey of Physics (4)**

*Prerequisite: ENG 100B, FST 131, or instructor's permission.*

A conceptual introduction to physics utilizing minimal mathematics. Designed for non-science majors and students with no prior physics background. Three hours lecture and three hours lab per week. Fulfills the general education requirement for a laboratory science course.

### **PHY 110 Algebra-based Physics I (4)**

*Prerequisite: MTH 110 or concurrent enrollment or instructor's permission.*

An algebra-based introduction to physics sequence designed for science majors who do not require calculus-based physics. Also suitable for liberal arts majors and general education students with no prior physics background; covers classical mechanics. Trigonometric requirement will be taught in the class. Three hours lecture and three hours lab per week.

### **PHY 111 Algebra-based Physics II (4)**

*Prerequisite: PHY 110 or equivalent course.*

Second course in the algebra-based introduction to physics sequence designed for science majors who do not require calculus-based physics. Also suitable for liberal arts majors and general education student with no prior physics background; covers optics, electricity, and magnetism. Three hours lecture and three hours lab per week.

### **PHY 121 Calculus-based Physics I (4)**

*Prerequisite: MTH 191 or instructor's permission.*

First of three calculus-based courses designed for the science and engineering major with no prior physics background; covers classical mechanics. Three hours lecture and three hours lab per week.

### **PHY 131 Calculus-based Physics II (4)**

*Prerequisite: PHY 121 and MTH 192 or concurrent enrollment or equivalent courses.*

Second of three calculus-based courses designed for the science and engineering major; covers electricity, magnetism, and

optics. Three hours lecture and three hours lab per week.

## **POLITICAL SCIENCE (POS)**

### **POS 111 Introduction to Political Science (3)**

*Prerequisite: ENG 101.*

This course examines the principles, methods, topics, and concepts of political science in light of contemporary political events. Students will analyze power, authority, and political philosophy in diverse contexts, including tribal politics. This course meets teacher certification requirements and emphasizes the general education special requirements of intensive writing/critical thinking and ethnic/race/gender and global awareness (IW/CI, ERG, and GA).

### **POS 170 American Government and Politics (3)**

*Prerequisite: ENG 101 or concurrent enrollment.*

American Government and Politics examines the origin of the U.S. Constitution as well as governmental structures, procedures, and politics at the federal, state, local, and tribal levels.

### **POS 181 Arizona Constitution and Government (1)**

*Prerequisite: ENG 101 or concurrent enrollment.*

This course examines the Arizona Constitution in terms of its historical roots, content, modifications, and interpretations. It also examines Arizona's governmental structures, procedures, and politics at all levels, including the Navajo tribal level. POS 181 meets Arizona teacher certification requirements.

### **POS 226 Navajo Nation Government (3)**

*Prerequisite: ENG 101 and NIS 221. Cross-listed with NIS 226.*

The development of Navajo Nation government, concentrating on its evolution since the 1920s. Examines the legal and political basis of Navajo Nation government, its structure and functions as well as powers and services, fiscal changes, and administrative growth. Includes political relations, developments, and transitions related to state and federal governments. Highlights major contributions of Navajo Nation chairmen and presidents. The course emphasizes the general education special requirements of intensive writing/critical thinking and ethnic/race/gender and historical awareness (IW/CI, ERG, and HA).

### **POS 230 Introduction to Policy Research Methods (3)**

*Prerequisite: ENG 101 and either NIS 226 or NIS 221. Cross-listed with NIS 230.*

This course provides students with an introduction to Diné Policy Institute's unique approach to research. Students will learn the foundations of mainstream academic and traditional Diné research methods, gain an understanding of how to utilize

# Course Descriptions

both approaches, and apply these skills to existing Diné Policy Institute research. (See NIS/POS 230).

## **POS 271 U.S. Constitution and Politics (2)**

*Prerequisite: ENG 101 or concurrent enrollment or instructor's permission.*

This course examines the philosophical antecedents, historical development, and interpretations of the U.S. Constitution. It also examines federal governmental structures, procedures, and politics. POS 271 meets Arizona teacher certification requirements.

## **PSYCHOLOGY (PSY)**

### **PSY 111 Introduction to Psychology (3)**

*Prerequisite: ENG 101.*

This course is an introduction to the scientific study of individual behavior. It provides a broad overview of major approaches, concepts, issues, methods, findings, contributors, and applications of psychological knowledge to everyday life. It covers biological influences on behavior, sensation, perception, learning, cognition, motivation, emotion, personality, human development, psychopathology, and psychotherapy. The course emphasizes the general education special requirements of intensive writing/critical thinking and ethnic/race/gender awareness (IW/CI).

### **PSY 213 Statistics (4)**

*Prerequisite: Minimum grade of "C" in MTH 110 or MTH 114 or instructor's permission. Cross-listed with MTH 213.*

Representation of data, measures of central tendency; standard deviation; sampling; normal, chi-square, student's *t*, and *F* distributions; and regression and correlation. Basic concepts of experimental design and statistical analysis involved in quantitative research.

### **PSY 215 Personal and Social Adjustment (3)**

*Prerequisite: ENG 101 or concurrent enrollment*

An overview of basic psychological principles as they apply to coping with stress, interpersonal relationships, marriage, parenting, and working. Emphasis on learning to become a more competent and effective person. Course may carry one, two, or three credits.

### **PSY 220 Expressive Arts Therapy (3)**

*Prerequisite: ENG 101 or concurrent enrollment.*

This course provides an overview of experiential styles for individuals in the counseling and behavioral health fields. Visual arts, music/sound, dance/movement, play therapy, psychodrama, and bioenergetics are examined as tools of therapy.

### **PSY 221 Cinema Therapy (3)**

*Prerequisite: ENG 101 or concurrent enrollment and at least one Psychology course.*

Movies affect us because of their synergistic impact. This course will show the student and future counselor how film may help build a bridge between their client's "reel" life and their experiences in real life.

### **PSY 240 Human Growth and Development (3)**

*Prerequisite: ENG 101.*

This course provides an overview of the field of human growth and development from prenatal development and birth through adulthood and aging. Topics include physiology, perception, language, cognition, personality, social and moral development, family, and cultural and social influences on development. This course emphasizes the general education special requirements of intensive writing/critical thinking (IW/CI).

### **PSY 241 Abnormal Psychology (3)**

*Prerequisite: Minimum Grade of 'C' in ENG 101 and PSY 111.*

This course will examine etiology, symptomatology, and classification of organic and functional behavior disorder, mental deficiencies, and other deviations. Treatment modalities overview will be examined.

### **PSY 250 Social Psychology (3)**

*Prerequisite: Minimum Grade of 'C' in ENG 101 and PSY 111.*

This course is an overview of science-oriented approaches to the study of the impact of environment, particularly the social environment, on individual behavior and considers individual behavior but emphasizes the relationship between individual and group behavior. The course emphasizes the general education special requirements of intensive writing/critical thinking (IW/CI).

### **PSY 260 Drug Use and Abuse (3)**

*Prerequisite: Minimum Grade of 'C' in ENG 101, PSY 111, and PSY 255.*

This course examines current and historical patterns of alcohol and drug use, abuse, and control, including pharmacology and physiology of drugs. The use of PDR and DSM IV is presented with an emphasis on patterns of substance usage and programs for rehabilitation.

### **PSY 290 Research Methods (4)**

*Prerequisite: ENG 101 and 3 credits of PSY, SOC, ANT or SWO.*

An introduction to qualitative and quantitative research methods used in Psychology and the Social Sciences. This course emphasizes the process of conducting psychological research, including the development of testable hypotheses, measurement, design, data collection, analysis, and the writing



# Course Descriptions

and presentation of a research paper. Students will gain experience through projects in conducting research.

## **PSY 291 Introduction to Counseling (3)**

*Prerequisite: Minimum Grade of 'C' in ENG 101 and PSY 111.*

This course is an overview of various approaches to the techniques used in counseling. Mock counseling sessions and hands-on exercises are employed to demonstrate various counseling tools and styles.

## **PSY 292 Human Sexuality (3)**

*Prerequisite: ENG 101 or concurrent enrollment.*

This survey course of the psychological aspects of human sexual behavior emphasizes cognitive, emotional, behavioral, and cultural factors that shape sexuality.

## **PUBLIC HEALTH (PUH)**

### **PUH 111 Introduction to Public Health (3)**

This course introduces students to all aspects of the field of public health, focusing on health promotion and disease prevention goals designed to establish and maintain healthy communities. The 3 core functions and 10 essential services of public health, as well as reading and lecture materials are organized and presented within the contexts of the Diné educational philosophy. This course is intended to help students become both knowledgeable and culturally competent public health professionals in the Navajo Nation.

### **PUH 141 Nutrition for Health (3)**

*Prerequisite: MTH 096 and concurrent ENG 100B.*

General concepts of nutrition applied to food choices that support health; cultural, psychological, and economic implications of food choices. Current concepts and controversies in human nutrition. Carbohydrate, protein, lipids, vitamins, and minerals in nutrition, and the relation of nutrition to health throughout the life cycle.

### **PUH 191 Seminar in Public Health (3)**

In this seminar, students are introduced to community health issues (especially in the Navajo Nation) and to problems faced in health care systems and health care delivery. Topics covered may include emergency services, the delivery and referral systems (both tribal and federal), and challenges, including alcohol use and abuse, illicit drug use, and mental health.

### **PUH 200 Principles of Health Education (3)**

*Prerequisite: Completion of FST 131 or reading proficiency requirement; PUH 111 and HEE 110 or concurrent enrollment.*

This course introduces students to the field of health education. It explores social and behavioral theories, and determinants of

health behavior of individuals and groups. In their final project students must apply course concepts to design a prospective health education intervention. Course emphases are on health education methods and issues relevant to the Navajo Nation. Guest speakers involved in health education on the Navajo Nation may provide presentations. Content of the course will facilitate application of the principles of SNBH.

### **PUH 201 Principles of Environmental Public Health (3)**

*Prerequisite: Completion of FST 131, PUH 111 or ENV 101 or another science class.*

This course explores environmental health professionals' roles in ensuring safe and healthy environments, including sanitation, food safety, and occupational safety, and air and water quality. Policies and activities of federal, state, local, and tribal entities are examined, with a focus on Navajo examples. Navajo cultural beliefs related to nature and the environment provide the foundation on which the course is structured.

### **PUH 202 Uranium and Environmental Health (3)**

*Prerequisite: Completion of FST 131 or reading proficiency requirement.*

This course examines the impacts of uranium and the uranium mining industry on the people and land of the Navajo Nation. The primary emphasis is on environmental public health effects and efforts to remediate them. The course covers comprehensive information on all aspects of uranium, the uranium industry, and the health effects of exposure to uranium.

### **PUH 241 Human Nutrition (3)**

*Prerequisite: CHM 130 or higher required*

The principle of human nutrition as it relates to health issues is the primary focus of this course. Emphasis is placed on nutrients and how they affect the human body. The structure and function, digestion and absorption, and metabolism of carbohydrates, lipids, proteins, minerals, and vitamins are discussed. This course also examines energy, weight-management, nutritional requirements of different age groups, U.S. dietary trends, and guidelines for good nutrition and health.

### **PUH 270 Community Health Assessment and Planning (3)**

*Prerequisite: Completion of ENG 100B and PUH 111.*

This is the first of two courses in which students examine assessment, planning, implementation, and evaluation in public health practice. The course focuses on assessment and planning as carried out in epidemiology, environmental public health, health education and promotion, and health services administration. It explores Navajo ways of knowing, defining, and thinking about health problems (Nitsáhákees) and the process of planning (Nahat'á) health intervention programs.

# Course Descriptions

## **PUH 275 Health Services and Policy (3)**

*Prerequisite: Completion of PUH 111, ENG 101 or concurrent enrollment.*

In this course, students are introduced to health services administration and the role of policy development in public health. The course covers national, state, local, and Navajo Nation health services, focusing on how they are organized and administered. U.S. public health services are compared with those on the Navajo Nation and other tribal communities. The course is taught in accordance with the Diné educational philosophy (primarily in the realm of Íiná).

## **PUH 280 Implementation and Evaluation of Public Health Interventions (3)**

*Prerequisite: Completion of PUH 111 and PUH 270. Completion or concurrent enrollment in ENG 101.*

This is the second of two courses in which students examine assessment, planning, implementation, and evaluation in public health. The course focuses on implementation and evaluation as carried out in epidemiology, environmental health, health education and promotion, and health services administration. It is taught in accordance with the Diné educational philosophy (primarily in the realm of Íiná and Siihasin).

## **PUH 289 Public Health Emergency Preparedness (4)**

This focused course covers practical knowledge, steps, and considerations relating to preparation for any potential public health emergency in the Navajo Nation. The course is based on online materials originally developed by the Arizona Center for Public Health Preparedness at the University of Arizona, adapted by Diné College to the Navajo Nation environment. There are no prerequisites, but prior completion of PUH 111 is recommended.

## **PUH 290 Public Health Research Methods (4)**

*Prerequisites: Knowledge of basic mathematical concepts (MTH 100), Biology (BIO 100 or above), and some computer literacy skills. ENG 101 and a Social and Behavioral Sciences course are recommended.*

This research methods course covers basic concepts in public health, health promotion, and disease prevention, including its cultural aspects. The design and implementation of qualitative and quantitative research are covered, including hypothesis development, research design, development of research protocols, data analysis using computer software packages, and presentation of results.

## **PUH 295 Public Health Sciences (3)**

*Prerequisite: MTH 110 or MTH 118 and PUH 111*

A basic introduction to epidemiology and biostatistics is provided in this mathematics-based course. Students are guided in identifying relevant and appropriate public health data and information sources. A special focus is on relationships of risk factors and disease outcomes, with attention to the health

priorities of the Navajo Nation. The course also introduces students to epidemiological research designs and statistics, and ways in which they influence public health decision-making.

## **PUH 297 Public Health Research Methods Practicum (3)**

Students will apply their knowledge of experimental design, data collection and data analysis methods and techniques within the context of public health, health promotion and disease prevention programs or research settings, incorporating cultural aspects of disease prevention where appropriate. Presentation of findings to program stakeholders is also required.

## **SOCIOLOGY (SOC)**

### **SOC 111 Introduction to Sociology (3)**

*Prerequisite: ENG 101.*

SOC 111 is a general introduction to sociological perspectives. Discussions of social institutions, class, power, conflict, change, culture, and socialization are integral to the course. The course emphasizes general education special requirements in ethnic/race/gender awareness (ERG).

### **SOC 205 Qualitative Research Methods (3)**

*Prerequisite: ENG 101.*

This course introduces students to methods of conducting research into human societies and provides guidance and supervision as students conduct research in local communities.

### **SOC 210 Deviant Behavior (3)**

*Prerequisite: ENG 101.*

This course examines behavior not accepted or approved by the society in which it occurs. It considers methods by which deviant behavior is studied, as well as theories of deviancy offered by sociologists, anthropologists, and psychologists. The course may focus on Navajo drinking behavior in its normative and deviant forms. It emphasizes the general education special requirements of ethnic/race/gender awareness (ERG).

### **SOC 215 Native Americans in American Society (3)**

*Prerequisite: ENG 101.*

This course is a general review of current living conditions, roles, statuses, and images of American Indians. Faculty and students analyze social and cultural change and conflict. It examines the growth of urban indigenous groups and their adjustments to urbanization, as well as the social, economic, and political achievements of Native Americans. The course emphasizes the general education special requirements of intensive writing/critical thinking and ethnic/race/gender awareness (IW/CI and ERG).

# Course Descriptions

## **SOC 220 Criminology (3)**

*Prerequisite: ENG 101*

Criminology is an examination of crime, theories of criminal development, type of offenders, crime statistics, and incarcerated penology. The course emphasizes the general education special requirements of ethnic/race/gender awareness (ERG).

## **SOC 225 Marriage and Family in a Changing Society (3)**

*Prerequisite: ENG 101.*

This course examines marital relationships and social change. The course emphasizes the general education special requirements of ethnic/race/gender awareness (ERG).

## **SOC 230 Racial and Ethnic Relations (3)**

*Prerequisite: ENG 101.*

This course examines minority and dominant group relations in the U.S. It explores patterns of prejudice and discrimination against racial and ethnic minorities, and assimilationist policies of the federal government and their impact on American Indians and the Navajo experience. SOC 230 emphasizes the general education special requirements of intensive writing/critical thinking and ethnic/race/gender awareness (IW/CI and ERG).

## **SOC 260 Drug Use and Abuse (3)**

*Prerequisite: ENG 101. Cross-listed with PSY 260.*

This course examines current and historical patterns of alcohol and drug use, abuse, and control, including pharmacology and physiology of drugs. The use of PDR and DSM IV is presented with an emphasis on patterns of substance usage and programs for rehabilitation.

## **SOC 275 Social Stratification (3)**

*Prerequisite: ENG 101.*

This course examines the unequal distribution of power, resources, income, and life changes in society. It analyzes economic and social classes, racism, ethnic stratification, colonialism within the U.S., gender stratification, and the changing position of women in society. It reviews the effects of poverty on individuals and communities. The course emphasizes the general education special requirements of ethnic/race/gender awareness (ERG).

## **SOCIAL SCIENCE (SSC)**

### **SSC 110 General Social Science (3)**

This course is an introduction to the core disciplines of the social sciences: anthropology, geography, political science, economics, history, sociology and psychology. At the end of this course, students will be familiar with the questions, basic concepts, and methods of study of said disciplines.

Furthermore, as an introductory class, SSC 110 also emphasizes fundamental academic and critical thinking skills. As students continue to explore the social sciences as well as the concepts and terms common to the study of human societies, students will also utilize said disciplines to further understand global and local Indigenous social realities.

## **SOCIAL WORK (SWO)**

### **SWO 111 Social Work as a Vocation (1)**

*Prerequisite: ENG 101 or concurrent enrollment.*

This course examines ego psychology as it is applied in social work.

### **SWO 211 Introduction to Social Work (3)**

*Prerequisite: ENG 101.*

SWO is a continuation of SWO 111. This course offers an introduction to values, ethic, skills, and knowledge pertaining to social work. Social systems theory is emphasized

### **SWO 242 Community Social Service Skills (3)**

*Prerequisite: ENG 101.*

Examines casework, group skills, organization of communities, and family therapy. The course emphasizes case management, crisis intervention, and treatment planning, especially in substance abuse situations. Credit may be given for work in a community service setting (at the discretion of the faculty).

### **SWO 243 Community Social Services and Culture (3)**

*Prerequisite: ENG 101.*

This course examines the interplay of cultural factors and social services. Pertinent anthropological and social work concepts are introduced. The course is the capstone of the professional social work track. Contemporary American Indian (and, more specifically, Navajo) social problems, such as suicide, homicide, alcoholism, and family violence, are explored. Traditional Diné philosophical tenets are applied as intervention strategies.

### **SWO 250 Client Processing (3)**

*Prerequisite: ENG 101.*

This course examines the mandates, methods of operation, routines, goals, objectives, and technologies of human service organizations. Skills for direct interactions are studied.

### **SWO 295 Field Experience I (3)**

*Prerequisite: ENG 101.*

Students are placed in community social service agencies for practical social work experience for a minimum of ten hours per week, offering opportunities to apply skills and to operationalize social knowledge and values in social work.

# Faculty

## **SWO 296 Field Experience II (3)**

*Prerequisite: ENG 101.*

A continuation of SWO 295 with more advanced experiential applications.

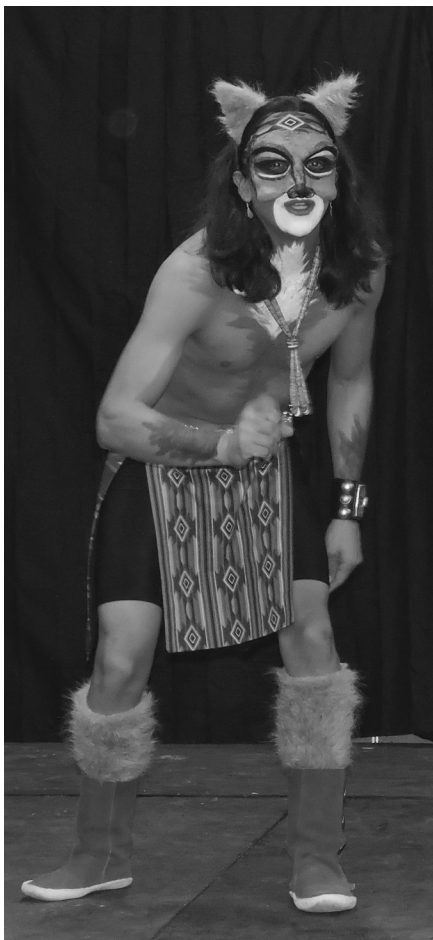
## **THEATER (THR)**

### **THR 101 Introduction to Theater (3)**

A survey of theater, including basic elements and principles of production, styles, and historical perspectives of theater, dramatic literature, and criticism.

### **THR 102 Introduction to Acting and Storytelling (3)**

The course will incorporate fundamental techniques of acting and storytelling through physical and vocal expression, improvisation, and monologue scene work, with an emphasis on characterizations and performance. A class performance of a dramatic production will be the course culmination.



*AIHEC One Act Play*

## **FACULTY BY ACADEMIC DIVISION**

### **Business, Applied Science, Economics & Technology (BASET)**

#### **Charles Coffey, Faculty**

M.B.A., National University, Information Systems

B.S., University of Oregon, Computer Science

A.A., Diné College, Diné Studies

#### **Gloria Price, Faculty**

M.V.E., Northern Arizona University, Vocational Education

B.S., Northern Arizona University, Vocational Education

B.A., Northern Arizona University, Business Administration

#### **James Denney, Faculty**

M.B.A. University of Guam, Business Administration

B.B.A. University of Guam, Finance and Economics

#### **Juanita Fraley, Faculty**

M.B.A., Gonzaga University, Business Administration

B.A., University of Northern Colorado, Business Teacher Education

B.S. University of Northern Colorado, Office Administration

#### **King Mike, Faculty**

M.B.A., University of Southern California, Business Administration

B.A., Fort Lewis College, Business Administration

#### **Medhat Farooque, Faculty**

M.B.A., University of Dhaka, Marketing

M.B.A., Northern Arizona University, Business Administration

M.A., University of Dhaka, Economics

B.A., University of Dhaka, Economics

### **Center for Diné Studies (CDS)**

#### **Avery Denny, Faculty**

Diné Medicine Man's Association, Inc., Hataahlii

# Faculty

## **Donald Denetdeal, Faculty**

B.S., Northern Arizona University, Political Science & Administration  
A.A., Eastern Arizona College, Justice Administration

## **Gene A. "OJ" Vecenti, Faculty**

M.Ed., Northern Arizona University, Bilingual/Multicultural Education  
B.A., Fort Lewis College, Student Structured  
A.A., Diné College, Liberal Arts  
A.A., Diné College, Navajo Language  
A.A., Diné College, Diné Studies

## **Herbert Benally, Faculty**

Ph.D., California Institute of Integral Studies, Indigenous Studies  
M.Ed., Arizona State University, Adult Education: Third World Development  
B.A., Arizona State University, Health and Biological Science

## **Lorene B. Legah, Faculty**

B.S., Northern Arizona University, Sociology

## **Martha Austin-Garrison, Faculty**

M.Ed., Arizona State University, Curriculum & Instruction (Bilingual Education)  
B.A., University of Arizona, Education

## **Martha Jackson, Faculty**

M.A., University of Arizona, Education  
B.A., University of Arizona, Education  
A.A., Diné College, Navajo Language  
Certificate, Diné College, Bilingual Bicultural

## **Roger Benally, Faculty**

M.Ed., Doane College, Educational Leadership  
M.Ed., Doane College, Curriculum & Instruction  
B.A., Prescott College, Education

## **Thomas Littleben Jr, Faculty**

B.S., Northern Arizona University, Education  
A.A., Diné College, Diné Studies  
A.A., Diné College, Navajo Language

## **Tony Goldtooth, Faculty**

B.S., University of New Mexico, Education  
A.A., Diné College, Diné Studies  
Certificate, Diné College, Navajo Language/History/Culture

## **Wilson Aronilth Jr, Faculty**

Honorary Doctorate, Diné College, Diné Philosophy of Learning  
Honorary A.A.S., Diné College, Navajo Culture

## **Center for Diné Teacher Education (CDTE)**

## **Amelia Black, Faculty**

M.Ed., Arizona State University, Curriculum & Instruction (Bilingual Education)  
B.A., Arizona State University, Education

## **Barsine B. Benally, Faculty**

M.A., Doane College, Education  
B.A., Arizona State University, Education  
A.A., Diné College, Education

## **Cynthia Benally, Faculty**

Ed.D., Arizona State University, Administration and Supervision  
M.A., Northern Arizona University, Multicultural and Bilingual Education  
B.A., Prescott College, Communications  
A.A., Brigham Young University, General Studies

## **Geraldine Garrity, Faculty**

Ed.D., Fielding Graduate University, Education  
M.Ed., Arizona State University, Curriculum & Instruction (Bilingual Education)  
B.A., Arizona State University, Education

## **Thomas P. Benally, Faculty**

M.Ed., Doane College, Curriculum & Instruction  
B.S., Northern Arizona University, Education

## **Velma Hale, Faculty**

M.A., Northern Arizona University, Bilingual-Multicultural Education  
B.S., Northern Arizona University, Secondary Education in English  
A.A., Navajo Community College, Liberal Arts

# Faculty

## English

### **Debra E. Robinson, Faculty**

M.S., Ohio University, Journalism  
M.A., Ohio University, Applied Linguistics/TESOL  
B.F.A., Ohio University, Theater

### **Gerald W. Himmelreich, Faculty**

M.F.A., Institute of American Indian Arts, Creative Writing  
M.A., Hollins University, Children's Literature  
B.A., Fort Lewis College, English

### **Janel Hinrichsen, Faculty**

Ph.D., University of Kansas, Education  
M.A., University of Kansas, Education  
B.A., University of Kansas, English

### **Layli Long Soldier, Faculty**

M.F.A., Bard College, Creative Writing  
B.F.A., The Institute of American Indian Arts, New Mexico, Creative Writing

### **LaFrenda Frank, Faculty**

M.A., Northern Arizona University, English Education  
B.A., Fort Lewis College, English  
B.A., Fort Lewis College, Southwest Studies

### **Molly Wilson, Faculty**

M.A., Northern Arizona University, Literature  
B.A., The Master's College, English

### **Orlando O. White, Faculty**

M.F.A., Brown University, Literary Arts  
B.F.A., Institute of American Indian Arts, Creative Writing  
A.S., College of Eastern Utah, Liberal Arts

### **Vernon Ng, Faculty**

M.A.R., Yale Divinity School, Religion and Literature  
M.F.A., University of California, English  
B.A., University of California, English

## Humanities & Fine Arts

### **Don Whitesinger, Faculty**

M.A.T., Rhode Island School of Design  
B.A., Arizona State University, Studio Arts  
A.A., Institute of American Indian Arts, 2/D Art

### **John D. Templin, Faculty**

B.A., Tarleton State University, Theater

### **Karen Willeto, Faculty**

M.A., Eastern Michigan University, Fine Arts (Photography)  
B.F.A., Eastern Michigan University, Fine Arts (Photography)  
B.A., University of Colorado, Education

### **Paul Willeto, Faculty**

Ed.D., University of New Mexico, Administration & Supervision  
M.F.A., University of Michigan, Fine Arts  
B.F.A., University of New Mexico, Fine Arts

### **Robert Barraclough, Faculty**

Ed.D., West Virginia University, Educational Psychology: Communication in Instruction  
M.A., Brigham Young University, Communication  
B.A., Boise State University, Communication

### **Sheila White, Faculty**

M.A., Northern Arizona University English  
M.Ed., Northern Arizona University, Bilingual & Multicultural Education.  
B.A., University of Arizona, Theatre Arts

## Mathematics & Physics

### **Chengde Wang, Faculty**

Ph.D., Arizona State University, Mathematics  
M.S., Beijing Biss International School, Mathematics  
B.S., Beijing Biss International School, Mathematics

### **Dennis Price, Faculty**

B.S., Northern Arizona University, Agriculture

# Faculty

## **Oleksandr Makeyev, Faculty**

Ph.D., Clarkson University, Engineering Science  
M.S., Taras Shevchenko National University, Statistics  
B.S., Taras Shevchenko National University,  
Mathematics

## **Tammy Tom, Faculty**

M.A., University of Phoenix, Education/Curriculum &  
Instruction – Mathematics  
B.A., Arizona State University, Education

## **Valiollah Manavi, Faculty**

M.S., Southern Illinois University, Engineering  
B.S., University of New Haven, Engineering

## **Willis R. Tsosie, Faculty**

M.S., Montana State University, Information Processing  
& Communication  
B.S., Rocky Mountain College, Computer Science  
A.A., Little Big Horn College, Data Processing

## **Science & Physical Education**

### **Brad Messerly, Faculty**

D.C., Palmer College of Chiropractic  
A.A., Iowa Central Community College, Biology  
Certificate, Iowa State University, College Leadership

### **Carrie A. Cate, Faculty**

Ph.D., Texas A & M University, Entomology  
M.S., Mid-Western State University, Biology  
B.S., West Texas State University, Geology

### **Donald K. Robinson, Jr., Faculty**

Ph.D., Maharishi University of Management,  
Physiology  
M.A., Maharishi International University, Science of  
Creative Intelligence  
M.S., Maharishi International University, Physiology  
M.S., The University of Akron, Biology  
B.S., Northern Arizona University, Biology

## **Francis Burns, Faculty**

Ph.D., University of Toledo, Chemistry  
M.A., Ohio State University, Science Ed  
B.S., Ohio State University, Entomology

## **Jennifer G. Buntz, Faculty**

M.S., Biology, Eastern New Mexico University  
M.S., Nutrition, University of New Mexico  
B.S., Biology, University of New Mexico

## **Margaret Mayer, Faculty**

M.S., University of Rhode Island, Botany  
B.A., University of Colorado, Fine Arts

## **Mark C. Bauer, Faculty**

Ph.D., Northwestern University, Anthropology  
M.A., Northwestern University, Anthropology  
B.A., Ohio State University, Anthropology

## **Michael P. Begaye, Faculty**

Ph.D., New Mexico Institute of Mining and Technology,  
Chemistry  
M.S., University of New Mexico, Chemistry  
B.S., Fort Lewis College, Chemistry

## **Netallia Tsosie, Faculty**

B.S. Northern Arizona University, Public Health

## **Rebecca Merica, Faculty**

Ph.D., University of Minnesota, Microbiology  
M.S., Cornell University, Agronomy  
B.S., Purdue University, Biochemistry

## **Sara Sinclair, Faculty**

Ph.D., Johns Hopkins University School of Medicine,  
Cellular and Molecular Medicine  
M.S., Idaho State University, Pharmacology  
B.S., University of Idaho, Molecular Biology and  
Biochemistry

## **Social & Behavioral Science**

### **Brian King, Faculty**

Ph.D., University of New Mexico, History  
M.A., New Mexico State University, History  
B.A., University of Texas, History

# Faculty

## **Christine Ami, Faculty**

Ph.D., University of California at Davis, Native American Studies

M.A., University of Maryland, Spanish Language & Literature

B.A., Rowan University, Spanish

## **Marius Begay, Faculty**

M.A., Northern Arizona University, History

B.A., Northern Arizona University, History

## **Miranda J. Haskie, Faculty**

Ed.D., Fielding Graduate University, Educational Leadership

M.A., New Mexico State University, Sociology

B.A., Fort Lewis College, Bicultural Studies

B.A., University of New Mexico, Sociology

A.A., Diné College, Navajo Language

## **Sara Unsworth, Faculty**

Ph.D., Northwestern University, Cognitive Psychology

M.S., University of Calgary, Cognitive Psychology

B.A., University of Calgary, Psychology





# Campus Map

