

## Instructional Programs

Specialized programs of study for which associate degrees or certificates are granted contain a recognizable body of instruction in the program-related areas of communication, mathematics/quantitative reasoning and human relations in accordance with accreditation requirements of Northwest Commission on Colleges and Universities.

### Associate of Arts

The Associate of Arts (AA) degree is designed for students who plan to transfer to a four-year college or university for a baccalaureate degree. Satisfactory completion of the degree guarantees fulfillment of lower-division general education requirements at UNR, UNLV, or NSC. Students who intend to transfer to other institutions should consult an advisor or follow the catalog of the transfer institution. Courses with a “C” or “D” designator or courses with a number less than 100 are not applicable toward either degree. Check TMCC course descriptions for transfer status to a baccalaureate degree of arts within the universities in the Nevada System of Higher Education (NSHE).

### Associate of Science

The Associate of Science (AS) degree is designed for students who plan to transfer to a four-year college or university for a baccalaureate degree. Satisfactory completion of the degree guarantees fulfillment of lower-division general education requirements at UNR, UNLV, or NSC. Students who intend to transfer to other institutions should consult an advisor or follow the catalog of the transfer institution. Courses with a “C” or “D” designator or courses with a number less than 100 are not applicable toward either degree. Check TMCC course descriptions for transfer status to a baccalaureate degree of science within the universities in the Nevada System of Higher Education (NSHE).

### Associate of Applied Science/ Certificate of Achievement/ Occupational Programs

The Associate of Applied Science degree is a non-transfer degree designed for students who seek employment and/or certification in their chosen academic and/or career emphases.

### Associate of General Studies/ Certificate of Achievement

The Associate of General Studies degree at TMCC is designed as a non-transfer degree/certificate for students who desire a well-rounded education for personal interest or further academic and/or career goals.

### Developmental Programs

Developmental academic skills programs provide students the opportunity to upgrade their

basic skills in English grammar, composition, reading, mathematics, algebra, study skills and test taking. Starting with the freshman class of 2007, students who score in developmental education must complete the requirements prior to attempting their thirtieth credit.

## Course Numbering System

To assist students in identifying the types of courses available and their applicability toward degrees, the college maintains the following course numbering system that identifies a specific course by level of proficiency.

Freshman—100-199  
Sophomore—200-299  
Workforce Development  
and Continuing Education—100C-299C  
Developmental Courses—001-099

### Transfer Courses

Courses with three-digit numbers and no letter following the number (with the exception of an “R”), such as English 101, may transfer to UNR, Nevada State College (NSC) and/or UNLV as one of the following.

1. An equivalent course

The TMCC course is transferable and considered to be equivalent to a comparable course at UNR, NSC or UNLV, even though the course numbers may not be the same.

2. An elective

The TMCC course is transferable and may fulfill specific major credit requirements or may apply toward total credits needed for graduation.

### C Letter Designation

Courses with a “C” after the course number, such as MASG 205C, indicate that the course is under the workforce development and continuing education division. The course will not transfer to a Nevada university.

### \*, + and R Designation

A course with “\*”, “+” or “R” after the course number, such as ART 235+ or HIST108R, indicates a course number that has been reused.

### Developmental Courses

Developmental courses (those numbered below 100), will not transfer. Developmental courses do not apply toward any certificate or degree. Starting with the freshman class of 2007, students who score in developmental education must complete the requirements prior to attempting their thirtieth credit.

More information on transfer credit is available at the counseling and advisement center or admissions and records.

## University Transfer Information

### Transfer Assistance

The Nevada System of Higher Education Transfer Guide provides information on how each course transfers within the post-secondary schools of Nevada. The TMCC-to-UNR or UNLV major transfer guides provide information on how TMCC courses and programs transfer to the various colleges and/or majors at the University of

Nevada, Reno. Links to the system transfer guide and UNR major transfer guides are available on the Web at [www.tmcc.edu/advisement/transfer](http://www.tmcc.edu/advisement/transfer).

Counselors are available to discuss course transfer problems to other four-year colleges and universities. Students should contact the admissions office of the college to which they wish to transfer for information regarding the acceptability of any community college course.

Students planning to transfer to UNR or UNLV should select courses using the current catalog for these universities. Nevada State College, Henderson, Western Nevada College, Carson City and Great Basin College, Elko, also offer baccalaureate degrees; students planning to transfer to one of these institutions should consult the college catalog from those schools or the statewide Web site at [www.nevada.edu](http://www.nevada.edu).

The TMCC counseling and advisement center maintains computerized access to catalogs for United States colleges and universities.

All students planning to transfer should see a counselor or faculty advisor for assistance in planning an appropriate educational program while at TMCC.

## University Admission Without H.S. Requirements

TMCC students planning to transfer to UNR or UNLV, who did not complete the high school course requirements, may be admitted to either university upon completion of 12 semester credit hours in any general education courses which are required for the associate of arts or associate of science degrees. A minimum grade point average of 2.0 must be achieved in these classes for admission. Beginning fall 2006, transfer students will need 24 transferable credits with a minimum grade point average of 2.3 for admission. Any course listed under the general education requirements for the associate of arts or associate of science degrees, in this college catalog, is acceptable for this purpose.

## University Academic Suspension

Students under academic suspension from Nevada universities may attend TMCC; generally six acceptable transfer credits with a 2.5 grade point average or above will satisfy requirements for readmission to UNR or UNLV. Contact an advisor at the university for specific information.

## Choice of College Catalog to Satisfy Graduation Requirements for NSHE Transfer Students

A student enrolled at a NSHE institution may elect to graduate under the catalog of the year of enrollment in a baccalaureate-level program or the year of graduation. Students who officially change their major with the admissions and records office may choose the college catalog of the year of the latest change of major or the year of graduation. Whichever college catalog is used, it cannot be more than 10 years old at the time of graduation from the university.

In the case of NSHE transfer students, any exceptions to this policy will be handled by the transfer center and the transfer agreement

contract process. To be guaranteed the college catalog of choice upon transfer, a student must have an approved transfer agreement on file with his or her university.

NSHE institutions do not guarantee the awarding of a degree based upon the unchanged requirements of a particular college catalog. Periodic revisions of degree requirements are made because of advances in knowledge, changes in occupational qualifications or the expectations of accrediting authorities. If such revisions have occurred, the college may require a reasonable adherence to the degree requirements of a recent or current college catalog.

### Transfer Concerns

Students with internal (TMCC) or external (other NSHE institutions) transfer problems should contact a counselor in the counseling and advisement center. The counselor or advisor can help with documentation or assist in scheduling an appointment with the director of counseling to determine appropriate action.

## Transfer to the University of Nevada, Reno

Students may complete the core requirements and some pre-major requirements for transfer to UNR. Transfer guides for all UNR majors, listing all required courses that can be taken at TMCC, are available on the Web at [www.tmcc.edu/counseling](http://www.tmcc.edu/counseling).

Students planning to transfer to UNR are encouraged to meet with an advisor to identify transferable courses for their major.

### General Transfer Core Curriculum for UNR

Find specific core requirements on major transfer guide.

- I. First Year Writing Courses (3-6 credits)  
ENG 101, 102  
(ENG 113, 114 for international students)
- II. Mathematics (3-4 credits)  
MATH 120, 126 & 127, 176, 181, MATH 126 & STAT 152
- III. Natural Science (6-8 credits)  
(Two courses with lab, one must be in biology, chemistry, geology or physics)  
Group A: BIOL 100, 190 & 190L, 191 & 191L; CHEM 100, 121, 122, 201, 202; GEOL 100, 101; PHYS 100, 151, 152, 180 & 180L, 181 & 181L, 182 & 182L.  
Group B: ANTH 102 & 110L; AST 104; ATMS 117; ENV 100; GEOG 103 & 104; NUTR 121.
- IV. Social Science (3 credits)  
ANTH 101, 201, 202; ECON 102, 103; GEOG 106, 200; PSC 101, 211, 231; PSY 101; SOC 101; WMST 101
- V. Fine Arts (3 credits)  
ART 100, 160, 260, 261, 263; DAN 101; HUM 101, 102, 105, 106, 271; MUS 121, 122, 125, 225, 226; THTR 100, 105, 180, 210

### VI. Diversity (3 credits)

ANTH 201, 205; ART 263, 270; EDU 203; ENG 223; HIST 208, 209, 211, 212, 227, 228, 247, 289, 291, 293, 294; HDFS 232; HUM 211, 214, 225; PHIL 210; PSY 276; SOC 205, 276; SPAN 225; THTR 210; WMST 101, 255

### VII. Core Humanities (9-12 credits)

Select one from each group.

Group A: CH 201; ENG 231\*; HIST 105\*; PHIL 200\*

Group B: CH 202; ENG 232\*; HIST 106\*; PHIL 207

Group C: CH 203; PSC 101\* (or HIST 101\* and one of the following: HIST 102, \* 217\* or PSC 100, 208\*)

\* After admission and matriculation to the University of Nevada, Reno, students cannot take substitute courses for core humanities/western traditions. Student must satisfy any remaining core humanities requirements by completing the actual core humanities courses.

## General Education Mission Statement

General Education at TMCC provides a coherent curriculum that consists of a rigorous foundation of interrelated academic and applied experiences that introduce students to diverse ways of thinking and of understanding the world.

### General Education Goals

The goals of the general education curriculum are for students to:

1. develop analytical thinking, problem-solving, and communication skills
2. develop life-long learning skills and the ability to independently construct their own knowledge base
3. utilize skills learned to make useful and informed life decisions
4. participate in a community of learners that supports a diverse and collaborative environment for intellectual inquiry
5. function successfully and effectively in a global society and workplace
6. adapt to a rapidly evolving technological environment.

### List of Abilities

Students who successfully complete general education requirements at TMCC will demonstrate some or all of the following abilities:

1. Analytical thinking skills: To develop skills and attitudes that enable one to grasp complexities in order to see relationships, similarities, and differences among ideas; to analyze one's own ideas and thoughts, as well as the ideas and thoughts of others; to draw inferences and conclusions.
2. Communication skills: To read with comprehension; to listen, speak, and write competently.
3. Collaborative skills: To develop skills and attitudes that enable one to interact effectively with others, whether one-on-one,

in a small group, in an organization, or with an audience.

4. Quantitative and scientific reasoning skills: To reason logically, using both induction and deduction; to discern bias and subjectivity; to perform appropriate calculations; to recognize and weigh scientific evidence; to understand, evaluate, model and effectively utilize quantitative and qualitative data.
5. Global and cultural awareness skills: To develop a broad understanding of linguistic, political, social, environmental, religious and economic systems of the world; to increase students' understanding of the growing interdependence of nations and peoples and develop their ability to interact in multi/cross-cultural settings; to develop skills and attitudes that enable one to respect and appreciate diversity.
6. Personal, social, and civic responsibility skills: To develop skills and attitudes necessary to function effectively as responsible, ethical and contributing citizens of the community, state and nation.
7. Information literacy and research skills: To formulate relevant research questions; to find, analyze, and use information from field, print, and/or electronic sources; to evaluate the applicability of the data for a particular situation; to document properly and address questions concerning the responsible use of information.
8. Artistic and aesthetic awareness skills: To develop skills and acquire experiences that enable one to value, reflect upon, and appreciate the creative process and its manifestations including its role in the human experience.
9. Computer and Information Technology skills: To understand computer and information technology and how it relates to the individual, society, and the environment; to use computer applications responsibly as tools for creativity, researching, organizing, problem solving, publishing, presenting, and/or communicating information and ideas.

## General Education Descriptions

### COMMUNICATIONS

A course of study that develops students' abilities to use the English language effectively and accurately to convey information.

### CONSTITUTION

A course of study of systems of written fundamental laws and principles that prescribe the nature, functions and limitations of a government. This course must include the study of the State of Nevada Constitution and the United States Constitution.

### DIVERSITY

A central theme or focus of the course must be a topic pertaining to non-western cultures or to underrepresented groups within western culture. There must be an extensive writing requirement.

The diversity requirement may be reflected in

the general education requirement, core, elective or emphasis area of your degree.

The diversity requirement is required for the associate of arts (AA), associate of general studies (AGS), associate of science (AS), associate of applied science (AAS) degrees.

## ENGLISH

A course of study in English composition, language and/or literature.

## FINE ARTS

Any of the visual art forms that include the appreciation of drawing, painting, photography, sculpture and ceramics as well as the appreciation of the performing and literary arts that include creative writing, music, drama and dance.

## HUMANITIES

A course of study that refers to the humanizing influences of civilization from ancient times to the present day and continues the development of the individual's cultural base.

## HUMAN RELATIONS

Refers literally to all interactions among two or more people. Courses shall include, promote or develop a minimum of 75 percent of the following using experiential pedagogy:

- methods and techniques of developing self-actualizing behavior
- communications skills
- improvement or enhancement of one's self-concept
- methods of overcoming self-defeating behaviors
- improving work habits
- methods of dealing positively with personal, societal, employment and family relationships
- motivation and leadership skills
- promoting personal growth

## MATHEMATICS

A course of study in the science of expressing and studying the relationships between quantities and magnitudes as represented by numbers and symbols. Mathematics is the language of science and the science of patterns and structures.

## SCIENCE

A course of study of the knowledge covering general truths and/or the operation of general laws of nature as established through the scientific method.

## SOCIAL SCIENCES

A course of study that explores the functioning of society and the human relations of individuals as members of society.

## DIVERSITY COURSE LIST

Three credits of diversity course work is required to satisfy all associate degrees granted. A course used to satisfy the diversity requirement may also apply to an additional degree requirement.

- AAD 201 History of the Built Environment (Same as HUM 201)
- ANTH 201 Peoples and Cultures of the World
- ANTH 205 Ethnic Groups in Contemporary Society (Same as SOC 205)
- ANTH 208 Fundamentals of Cultural Diversity
- ANTH 229 Fundamentals of Applied Anthropology
- ART 263 Survey of African, Ocean and Native American Art
- ART 270 Women in Art
- COM 285 Communication Disabilities and Film
- DAN 101 Dance Appreciation
- EDU 203 Intro to Special Education
- ENG 231 World Literature I
- ENG 232 World Literature II
- ENG 267 Women and Literature
- ENG 288 Multicultural Literature
- ENG 294 Intro to Women's History and Literature in the United States
- ENT 220-International Women's Entrepreneurship
- GEOG 200 World Regional Geography
- HDFS 232 Diversity in Young Children
- HIST 208 World History I
- HIST 209 World History II
- HIST 227 Introduction to Latin American History & Culture I
- HIST 228 Introduction to Latin American History & Culture II
- HIST 247 Introduction to the History of Mexico
- HIST 289 Introduction to History of the Middle East
- HIST 291 Intro to Women's History and Literature in the U.S.
- HIST 294 Introduction to African American History II
- HUM 201 History of the Built Environment (Same as AAD 201)
- HUM 211 Survey of Chinese Culture
- HUM 214 Survey of Middle East Culture
- HUM 225 A Cultural Perspective: Spain... New Mexico (Same as SPAN 225)
- HUM 260 American Indian Literature and Culture
- LGM 202 International Logistics Management
- NRES 211 Conservation, Humans and Biodiversity
- NURS 212 Cultural Aspects of Nursing Care
- NUTR 253 Cultural Considerations in Nutr and Health Care
- PHIL 210 World Religions
- PSY 276 Aging in Modern American Society (Same as SOC 276)
- SOC 205 Ethnic Groups in Contemporary Societies (Same as ANTH 205)
- SOC 276 Aging in Modern American Society (Same as PSY 276)
- SPAN 225 A Cultural Perspective: Spain... New Mexico (Same as HUM 225)
- THTR 210 Theater: A Cultural Context
- WMST 101 Introduction to Women's Studies
- WMST 250 Introduction to Feminist Theory
- WMST 255 The American Women's Movement