

Glossary

Academic Integrity

A student earns grades based on individual effort and achievement.

Academic Year

Thirty-two weeks from the fall semester through the spring semester.

Add/Drop

Officially changing a class schedule during a specified time period.

Admission

The formal process of applying to attend a college.

Admission Status

The category (degree seeking, non-degree, concurrent) under which the student falls in order to start college.

Adviser

A faculty member who assists a student in selecting classes, planning a college schedule, or choosing a degree plan.

Adviser approval is required in selected courses and/or due to admission status requirements.

Audit

Enrollment in a college class without having to turn in class work or take examinations. Students will receive no college credits for completion of the course.

Catalog

The official booklet of the college listing policies, requirements, and procedures of the college, as well as general information about the college, admissions, financial aid, and academic programs.

Class Schedule

A listing of all classes available for the upcoming semester, including days and times of class meetings, name of instructor, building and room, and other registration information.

Consent of Instructor

The instructor's permission is required prior to enrollment in some classes. This requirement will be listed as an option for a prerequisite for taking the class.

Core Curriculum

A specific group of courses required to obtain a particular degree or certificate.

Co-requisite

A course required to be taken at the same time as another course.

Course Load

The limit of credit hours (18 in a regular semester, 9 during the summer) that a student may take without special permission from the Dean of Instructional Services.

Course Number

Identifies the level of the class; for example, ENG 102 is the first level of transferrable English, while ENG 104 is the next level.

Counseling

Assistance in decisions involving educational planning,

transfer options, career planning, and/or personal matters that affect educational pursuits.

Credit Hour

The unit of credit received upon completion of a course.

Cumulative Grade Point Average

The grade point average (GPA) on all course work completed in college, excluding pre-collegiate courses (see "Grade Point Average").

Curriculum

The approved courses required for a specific degree or certificate.

Dean's List

Recognition of a full-time student who has maintained a GPA of 3.5 or better during a regular semester, excluding pre-collegiate courses.

Educational Plan of Study

A prescribed set of courses that must be completed to earn a degree in a specific field.

Domicile

Legal residence for purposes of tuition payment.

Dual Enrollment

Enrollment in college courses at Mesalands Community College while a student is also enrolled in an area high school and the student is taking course work that counts both toward high school graduation and for college credit.

Elective

A course that may be selected from a student's area of interest.

Enrollment

The process of registering and/or paying tuition and fees.

Faculty

The instructors at the college.

Fees

Money charged in addition to tuition.

Financial Aid

Grants, workstudy funds, scholarships, loans, and government assistance received by students to assist in meeting college expenses.

Full-Time Student

A student enrolled in 15 or more credit hours during a regular semester.

Grade Point Average (GPA)

The grade point average is calculated as follows, where A = 4, B = 3, C = 2, D = 1, F = 0: multiply the number of credits by the points assigned to the letter grade for each class (e.g., "A" = 4 grade points x 3 credits = 12; "B" = 3 grades points x 3 credits = 9), add the total points (e.g., 12 + 9 = 21), and divide by the total number of credits (e.g., 21/6 = 3.5 = "B" average).

Grades

The system used for evaluating a student's progress in meeting the requirements of a class.

Graduation with Honors

Honors graduates, degree and diploma students with high

grade point averages in all college work completed at Mesalands Community College, will be recognized at commencement ceremonies for Graduating with Honors. They will wear gold tassels and be presented with gold honors cords. Honors are as follows: Summa Cum Laude, CGPA of 3.80 or higher; Magna Cum Laude, CGPA of 3.50 to 3.79. Cum Laude, 3.25 to 3.49. (Pre-collegiate courses are not included.)

Orientation

A session that introduces a new student to the college, campus resources, the student handbook, and the faculty and staff.

Part-Time Student

A student taking fewer than 15 credit hours during a regular semester.

Placement Testing

Used to determine the student's level in math, English, and reading. Placement tests must be taken before a student can enroll in math and English classes, or begin a diploma or degree program.

Pre-collegiate classes

Courses in English, reading, and math, which do not count toward graduation, but which meet the student's need to prepare for college level classes. The Success Assessment/Placement test determines the level at which a student is advised to begin.

Prerequisite

A course or condition that must be completed in order to take a certain class.

President's Citation

Recognition of a student who has maintained a GPA of 3.75 or better and has successfully completed 30 or more credits in the fall/spring semesters (excluding pre-collegiate courses) with no grade below a "C" and no outstanding grades of "I" in the given year.

Registration

The process of registering for classes but not paying tuition/fees.

Residency

The state or country of legal residence.

Seminar

A class in which the instructor usually leads discussions and all students participate.

Syllabus

A list of class requirements given to the student by the teacher during the first week of class, detailing the work to be completed to pass the class and obtain a certain grade.

Transcript

An official record of college work maintained at each college attended.

Transfer Credit

Classes and/or credits completed at one college that another college will accept.

Tuition

The money paid for college courses. Tuition does not cover costs for additional fees and books.

Withdrawal from a Course

Disenrollment from a class, without academic penalty, within a specified time period.



INDEX

Index provides a quick reference for specific words as well as common phrases and titles.
(Items in italics are Thumb Index items)

- About the College* - 1
- Academic Career Studies - 79
- Academic Dishonesty - 13
- Academic Integrity - 12
- Academic Load - 9
- Academic Services* - 25
- Academic Suspension - 13
- Accreditation - 4
- Accounting - 60, 79
- Activities - 23
- Add/Drop - 9
- Admission and Registration* - 15
- Adult Basic Education (ABE) - 25
- Advanced Placement - 9
- Advising - 22
- Agri-Business - 34, 54, 79
- Allied Health - 80
- Animal Science - 34, 55, 82
- Anthropology - 83
- Appeal - 13
- Applied Science/Associate of - 33, 54
- Art - 34, 40, 84
- Arts/Associate of - 33, 35
- Articulation - 5
- Assessment - 14
- Attendance - 9
- Audit - 10
- Authorizations - 3
- Automotive Technology- 34, 57, 85
- Beef Science Option - 56
- Bilingual Option - 36
- Biology - 87
- Bookstore - 29
- Building Trades - 34, 58, 87
- Business - 34, 59, 88
- Business Office Technology - 34, 63, 90
- CAAP - 14, 31
- Calendar - ii
- Campus Security - 8
- Career Guidance/Services - 25, 27
- Certificates - 15, 34, 47, 70, 74, 75, 77
- Challenge Exams - 9
- Cheating - 13
- Chemistry - 91
- Citizenship - 25
- Classroom Assessment Techniques (CATs) - 14
- CLEP - 9
- Code of Conduct - 8
- College Compliances* - 7
- College Directory* - 117
- College Success Course/Services - 13, 26, 79
- Communications - 91
- Community Education - 29
- COMPASS - 14, 27
- Complaint Procedures - 6
- Computer Information Systems - 91
- Computer Science - 34, 65, 94
- Computer Services - 27
- Computer Support Specialist Option - 66
- Copyright Violation - 13
- Course Descriptions* - 79
- Criminal Justice - 42, 96
- Dean's List - 12
- Diesel Technology - 34, 67, 96
- Dinosaur Museum - 29, 121
- Directed Studies - 9
- Discrimination - 8
- Distance Education/Learning - 28
- Drug-Free Campus - 7
- Dual Enrollment - 15, 28
- Early Childhood Option - 37
- Education - 34, 36, 98
- Educational Plans of Study - 31
- Educational Policies* - 9
- Educational Programs - 34
- Educational Requirements* - 31
- Educational Services Center - 25
- Elective Courses - 78
- Elementary Option - 38
- English - 100
- English as Second Language - 25, 101
- Equal Opportunity - 7
- Equine Science (Horse) Option - 55
- Experiential Learning - 11
- Family Rights/Privacy - 7
- Farrier - 34, 68, 101
- Fees - 17
- Financial Aid - 17
- Fine Arts - 34, 40, 70, 84
- Foreign Language - 103
- Foundation - 6, 117
- Fulfillment - 9
- General Education Studies - 34, 45, 71
- General Education Development (GED) - 25
- Geography - 103
- Geology - 48, 104
- Governance Student- 22
- Grade Appeal - 10
- Grade Change - 10
- Grade Point - 10
- Grading - 10
- Health and Physical Education - 105
- Health Service - 24
- Health Sciences - 107
- History - 107
- Honors - 31
- Human Services - 34, 42
- Incomplete - 10
- Inter-Institutional Transfer - 4
- International Student Admission - 15
- Introduction* - i
- Jump Start - 28
- Liberal Arts - 34, 44
- Library Science - 108

Library Services - 25	Refund - 17
Literacy - 25	Registration - 16
Magna Cum Laude - 31	Release of Student Information - 7
Mesa Technical College - 1	Religion - 111
Mathematics - 108	Repeating Courses - 11
Memberships - 3	Required Courses - 78
Mission - 1	Right-to-Know - 8
Music - 109	Rodeo - 24
Natural Science - 34, 48	Scholarships - 19
New Mexico Higher Education Department - 3	Secondary Option - 39
New Mexico Common Course Numbering System - 4	Sexual Harassment - 8
Nondiscrimination - 7	Small Business Development Center - 29
North Central Association (NCA) - 4	Social Work - 43, 112
Organizations - 23	Sociology - 112
Orientation - 22	Special Needs - 24
PLATO - 26	Sports - 24
Paleontology Option - 49	<i>Student Services</i> - 22
Petition to Graduate - 31	Student Code of Conduct - 8
Philosophy - 109	Student Records - 16
Physical Science - 34, 50	Success Assessment/Placement - 14
Physics - 109	Summa Cum Laude - 31
Placement Testing - 14	Suspension - 13
Plagiarism - 13	Table of Contents - iv
<i>Plans of Study</i> - 35, 54	Technical and Professional Writing - 34, 74
Political Science - 110	Test of Adult Basic Education (TABE) - 27
Pre-Collegiate Studies - 26, 110	Theater - 113
Pre-Dentistry - 34, 51	Tobacco-Free Campus - 7
Pre-Engineering - 34, 50	Transcript - 16
Pre-Medical Arts - 34, 51	Transfer - 4, 11
Pre-Medicine - 34, 52	Truck Driving (Commercial) - 113
Pre-Nursing - 34	Tuition - 16
Pre-Veterinary - 34, 53	Tutoring - 26
Prerequisite - 9	University Studies Option - 46
President's Citation - 12	Veterans - 3
President's Message - iii	Weapon-Free Campus - 7
Probation - 13	Welding - 114
Psychology - 111	Wind Energy Technology - 34, 115
Public Administration - 34, 72	Withdrawal - 9, 10
Range Science - 111	

