

Little Big Horn College



Catalog 2005 - 2007



Table of Contents

Little Big Horn College Mission Statement	Page 1
College Calendar.....	Page 4
Description.....	Page 6
The Crow Tribe of Indians.....	Page 6
The History of Little Big Horn College.....	Page 8
Admissions and Registration.....	Page 11
Registration	Page 13
Academic Regulations.....	Page 14
Academic Affairs	Page 18
Academic Progress.....	Page 22
Student Records.....	Page 23
Graduation Requirements.....	Page 24
Financial Aid and Scholarships.....	Page 25
Library and Archives.....	Page 31
Student Affairs and Student Services.....	Page 33
Student Organizations.....	Page 39
Student Services.....	Page 40
Student Tuition and Fees.....	Page 45
Computer Usage Policy.....	Page 47
Student Advising Policy.....	Page 48
Degrees.....	Page 51
Core Requirements.....	Page 52
AA in Business Administration.....	Page 53
AA in Crow Studies.....	Page 55
AA in Education.....	Page 57
AA in Human Services.....	Page 59
AS in Information Systems.....	Page 61
AA in Liberal Arts.....	Page 65
AA in Mathematics.....	Page 66
AS in Science	Page 67
Pilot Programs.....	Page 74
Tribal Legal Studies.....	Page 75
Course Descriptions.....	Page 76
Little Big Horn College Administration.....	Page 108
Little Big Horn College Faculty.....	Page 109
Little Big Horn College Support Staff.....	Page 112
Little Big Horn College Library.....	Page 118
Little Big Horn College Board of Trustees.....	Page 120

Little Big Horn College Mission Statement

Little Big Horn College, a **1994 Land Grant Institution**, is the Crow **higher** education and cultural center that grants Associate of Arts and Associate of Science degrees and certificates in areas that reflect the developing economic opportunities and social needs of the Crow Indian Reservation and surrounding communities, offering instruction by traditional and distance education methods. The College is dedicated to the professional, vocational and personal development of individual students for their advancement in higher education or the workplace and inspiring Crow and American Indian Scholarship. The College is committed to the preservation, perpetuation and protection of Crow culture and language, and respects the distinct bilingual and bicultural aspects of the Crow Indian community. Little Big Horn College is committed to the advancement of the Crow Indian family and community building.

A Message from the President

Come join us at Little Big Horn College, together we will share in the vision of shaping the pathway into tomorrow.

Dr. David Yarlott, Jr.
President Little Big Horn College



Dr David Yarlott, Jr.

Introduction

Accreditation History of Little Big Horn College

Little Big Horn College is a public 2-year college chartered by the Crow Tribe of Indians in January of 1980. The college began providing higher education and vocational training in 1981. In 1984, the College applied for and received candidacy for accreditation, six years later in June 1990 LBHC was granted accreditation by the Northwest Association of Schools and Colleges. Since then Little Big Horn College offers nine Associate of Arts and Associate of Science degrees. In 1994 Little Big Horn College received Land Grant Institution status.

Location

Little Big Horn College is located in the town of Crow Agency, Montana, on the Crow Reservation in south central Montana.



Ihkásahpua Seven Stars Learning Center

Campus

Before July 2003, the college had one main building now named the Student Union Building which housed the faculty offices, administration/staff offices, bookstore, and classrooms. In 1999, the Chairwoman of the Crow Tribe-Clara Nomee, on behalf of the Crow Tribe donated 3 million dollars to start the Charette process for the new college campus. In June 2002, ground breaking began for the new college. There are two new buildings the Seven Stars (I'ka'supua) Learning Center and the Cultural Learning Lodge. The Seven Stars (I'ka'supua) Learning Center houses faculty offices and classrooms. The Cultural Learning Lodge houses the Crow studies department. The Student Union Building now houses the administration/staff and student support services.



Cultural Learning Lodge

College Calendar

Fall Semester 2005

New Student Orientation/Placement testing	August 31
Orientation/Placement testing	September 1
Registration	September 2
New First Day of Classes	September 6
Last Day to Register; Drop/Add	September 19
Last Day for Withdrawing with Partial Refund	September 26
Midterm Grades To Registrar	October 17
LBHC Fall Break, No Classes, Offices Open	October 20, 21
Last Day to Drop/Withdraw without grade penalty	October 31
Veterans Day Holiday	November 11
Thanksgiving Holiday	November 23, 24, 25
Last Day of Classes Fall Semester 2005	December 9
Pre-Registration for Spring Semester 2006	December 12, 13
Review Days for Fall Semester 2005	December 12, 13
Final Examination Days for Fall Semester 2005	December 14, 15, 16
Last Day to turn in Grades	December 20
Christmas Vacation No Classes	December 21 – January 6

Spring Semester 2006

New Student Orientation/Placement testing	January 9
Registration	January 10
First Day of Classes	January 11
Martin Luther King Day Holiday	January 16
Last Day to Register; Drop/Add	January 25
Last Day to Withdraw/Drop Classes with Partial Refund	February 1
President/Chiefs Day Holiday	February 20
Midterm Grades to Registrar	March 1
Last Day to Drop Classes without grade penalty	March 9
Spring Break No Classes, Offices Open	March 20-24
Mini Break No Classes, Offices Open	April 14
Last Day of Classes for Spring 2006	April 21
Review Days for Spring Semester 2006	April 24, 25
Examination Days for Spring Semester 2006	April 26, 27, 28
Last Day to turn in Grades	May 5
Graduation	May 12

Summer Session 2006

New Student Orientation/Placement Testing	June 1
Registration	June 5
First day of classes	June 5
Last Day to Register; Drop/Add	June 9
Last Day to Withdraw/Drop Classes with Partial Refund	June 13
Last Day to Drop Classes without grade penalty	June 23
Last Day of Classes	July 14
Last Day to turn in Grades	July 21

FALL 2006 SEMESTER

New Student Orientation/Placement Testing	August 30 & 31
Registration	September 1
Labor Day	September 4
First Day of Classes	September 5
Last Day to Register; Drop/Add	September 18
Last Day to Withdraw/Drop Classes with Partial Refund	September 25
Mid-term Grades In to Registrar	October 17
LBHC Fall Break No Classes, Offices Open	October 19, 20
Last Day to Withdraw with no grade penalty	October 30
Veterans Day Holiday	November 10
Thanksgiving Break	November 22,23,24
Last Day of Classes for Fall Semester 2006	December 8
Pre-Registration for Spring Semester 2007	December 11, 12
Review Days	December 11,12
Examination Days	December 13,14,15
Last Day to turn in Grades	December 19
Christmas Vacation No classes	December 20- January 5

SPRING 2007 SEMESTER

New Student Orientation/Placement Testing	January 8
Registration	January 9
First Day of Classes	January 10
Martin Luther King Day No Classes/ Offices Closed	January 15
Last Day to Register; Drop/Add	January 24
Last Day to Withdraw/Drop Classes with Partial Refund	January 31
President/Chiefs Day Holiday	February 19
Mid-Term Grades In to Registrar	March 2
Last Day to Withdraw with no grade penalty	March 8
Spring Break No Classes, Offices Open	March 19-23
Mini Break No Classes, Offices Open	April 6
Last Day of Classes for Spring Semester 2007	April 20
Review Days for Spring Semester 2007	April 23, 24
Examination Days for Spring Semester 2007	April 25,26,27
Last Day to Turn in Grades	May 4
Graduation	May 11

Summer Session 2007

New Student Orientation/Placement Testing	June 1
Registration	June 4
First day of classes	June 4
Last Day to Register; Drop/Add	June 8
Last Day to Withdraw/Drop Classes with Partial Refund	June 11
Last Day to Drop Classes without grade penalty	June 22
Last Day of Classes	July 13
Last Day to Turn in Grades	July 18

LITTLE BIG HORN COLLEGE

DESCRIPTION

Little Big Horn College is a public two-year community college chartered by the Crow Tribe of Indians. The College is located in the town of Crow Agency, Montana Baaxawuaashé, the capital of the Crow Indian Reservation in south central Montana. Eight Associate of Arts degrees are offered at LBHC. The courses of study offered are directly related to the job opportunities and economic development on the Crow Indian Reservation and surrounding communities. The majority of the students enrolled are members of the Crow Tribe of Indians.

The College campus is located in the town of Crow Agency on the banks of the Little Big Horn River, adjacent to the Crow Indian Agency of the Bureau of Indian Affairs. The Crow Tribal Administration Office is located within two blocks of the campus. The fall of 2003 celebrated the grand opening of both the new Seven Stars Learning Center (faculty/classroom building) and Cultural Learning Lodge. These new college facilities reflect the beauty of Crow geometrical design and are situated in downtown Crow Agency.

The College Mission and Purpose is directed by the College Charter, passed by the Crow Tribal Council in 1980: to establish, maintain and operate an educational institution at the post-secondary level on the Crow Indian Reservation. Crow Indian voters in the six reservation districts elect the all-Crow Indian Board of Trustees. In addition to the elected board members, a yearly elected member of the LBHC faculty and student body comprise the Board of Trustees.

THE CROW TRIBE OF INDIANS

The Crow Tribe of Indians has a membership of approximately 11,000, of whom 7,900 reside on the Crow Indian Reservation. The homelands of the Apsáalooke (Children of the Large Beaked Bird), have three major mountain ranges: Iisiáxpúatachee Isawaxaawúua (Big Horn Mountains), Cheétiish (Wolf Teeth Mountains) and Baáhpúuo (Pryor Mountains); rich rolling hills, plains, grasslands, badlands water and wetlands. The Iisiáxpúatacheeaashisee Aliakáate (Little Big Horn River)--- (Big Horn River) and Bilippítshuhke (Reno Creek) flow through the reservation and create wooded valleys with abundant fish and wildlife. The Crow high country has elk, deer and buffalo herds in some Montana's richest alpine range land. The tribal members reside in six major towns and in the countryside across the 3,000 square miles of Crow Country (a territory bigger than Rhode Island yet smaller than Connecticut). One of the nation's richest deposits of strippable low sulfur coal lies along the eastern sector of the reservation. One active coal mine, the Sarpy Coal Mine, and several oil and gas fields yield important resources to the Crow Tribal Government. The nineteenth century Apsáalooke chief, Eelapúash stated, "The Crow Country is good country. The Great Spirit has put it exactly in the right place, while you are in it you fare well; whenever you go out of it; whichever way you travel you fare worse." (Chief Eelapúash, circa 1830)

The major employers on the Crow Indian Reservation include:

Crow Tribe of Indians (comprehensive social, natural resources and economic development services)

The public and private schools in all six communities

The Crow and Northern Cheyenne Indian Hospital Indian Health Service

The Crow Indian Agency of the Bureau of Indian Affairs (Dept. of Interior)

The Little Bighorn Battlefield (National Park Service)

The Yellowtail Dam and Bighorn Canyon National Recreation Area (U.S. National Park Service and Bureau of Reclamation)

Chief Plenty Coups State Park – Pryor, Montana

Big Horn County

Ranching, farming and growing tourism activities.

Little Big Horn College

In 2002 a new constitution was adopted by the Crow Tribe which includes a judicial, legislative and executive branch.

The Apsáalooke/Crow People are known for the strength of their Apsáalooke ammaalaátuua, (Crow writing system) and clan system. The Crow Indian language is a part of the greater Siouan language family. The Apsáalooke Ashammaláxxiia, Clan System consists of six active clans:

Ashshitchíte/the Big Lodge, Ashhilaalíoo/ Newly Made Lodge

Uuwatashe/ Greasy Mouth, Ashíiooshe/ Sore Lip Clan

Xúhkaalaxche/ Ties the Bundle Clan

Biliikóoshe/ Whistling Waters Clan

Ashkaámne/ Piegan Clan

Ashkápkawíia/ Bad War Deeds Clan

In Indian Country the Apsáalooke/Crow People are renowned for their cultural vitality, particularly for the mid-August Chichaxxaasuua, the Crow Fair. This event is often called the largest family reunion in the world. Over 10,000 Crow people live in the encampment of over 1,700 teepees and 1,200 tents. Crow families move their households including horses to camp. The Tepee Capital of the World features a morning parade of the Apsáalooke/Crow People and their horses in full regalia, cars and flat bed trucks bedecked with beadwork and attire, an afternoon all Indian rodeo and race meet and an evening intertribal powwow. On the banks of the Little Big Horn River the fairgrounds is rich in historic context, for the Little Bighorn Battlefield is only two miles to the south, and a short distance from the Big Horn and Yellowstone Rivers and the Bozeman Trail. The Crow Fair is located at the intersection off Interstate 90 and U.S. 212, just one hour from the largest international airport in Montana, Billings Logan Airport.

HISTORY OF LITTLE BIG HORN COLLEGE

The Crow Tribe of Indians chartered little Big Horn College in January of 1980. The College began providing higher education and vocational training in 1981, with courses of study in business, home nursing, media production and general studies. The trustees, all Crow Tribal members, published the first catalog in 1983 and began accreditation correspondence. The small faculty and staff moved in the current building (previously the tribal gym building) in 1983. In 1984, the College applied for and received candidacy for accreditation with the Northwest Association of Schools and Colleges. The Trustees, faculty and staff worked diligently over the next six years to acquire accreditation at the community college level in June of 1990.

The College Charter authorized Little Big Horn College to establish, maintain and operate educational institutions at the post-secondary level on the Crow Indian Reservation, with emphasis on educational, vocational and technical programs leading to degrees and certificates that may be granted. In 1982, the college acquired tax exempt status under 501 C (3) of the United States IRS Tax Code. The College is a non-profit corporation under the Crow Tribal Resolution 80-17b.

The College enrollment began with only 32 students in 1981-82 and now averages over 300 students per term. The initial faculty included a business, printing and nursing instructor. Financial aid programs were begun with the candidacy for accreditation, providing Pell Grant and institutionally supported workstudy. Today the College offers all federal on-campus programs (except student loans), stipends and scholarship support from private donors averaging over \$200,000 annually. LBHC has had over 300 graduates walk across the platform to jobs or senior institutions. LBHC graduates are employed on and around the Crow Reservation in a variety of positions including teachers' aids, computer technicians, office managers and administrative assistants. At least sixty have completed bachelor's degrees and are pursuing professions in education, social work, human services, science, nursing, technology, accounting and business.

Facilities

The original facility of 1980 was an abandoned agency home, two trailer buildings and a garage located in the original townsite of Crow Agency. The second location was in a wing of the Community Action Program (CAP) Building near the Crow Agency Elementary School. The College moved to its present location in the tribal gym in 1983. The Building Trades Program students renovated the gym make a remarkably useful and innovative education facility of 35,000 square feet. The new campus buildings were constructed in 2002-2003, and the old and new buildings combined feature a library, archives, academic laboratories, classrooms, student services area and administrative offices. Plans to move on to Phase 2 and 3 of the new construction are ongoing.

College Name

The College name was chosen for a special scholar in ancient Crow tribal history: The Big Horn Ram. Many generations ago, a young boy was thrown off a precipitous cliff by his stepfather in the Basawaxaawuua (Big Horn Mountains). Despite a desperate search for the boy, his family gave him up for lost, and mourned his passing. Seven Big Horn Rams saved the child from the life threatening fall into the canyon depths. These seven Rams raised the youngster to adulthood, and taught him many lessons about the big horn sheep way of life. Among the Seven Rams, the smallest in stature imparted crucial lessons in raising the young and in making strong community his name was Iisaxpuatahchee, The Little Big Horn Ram.

When the young boy grew to adulthood, he returned to the Crow People and shared the lessons he had learned from the Seven Rams. The young man was later name Uuwatisee, Big Metal. The Crow people often attribute their cultural strength to the wisdom of Iisaxpuatahchee. The founding trustees, faculty and staff chose the name of the Crow tribal college after this scholar in our Crow Tribal history. Today, the College proudly bears the name Little Big Horn College and uses the mascot Rams and Lady Rams in sports, academic competitions and as an insignia.

Little Big Horn College evolved from the strong, stable parent organization, the Crow Central Education Commission of the Crow Tribe of Indians. During the Edison Real Bird administration, the Crow Tribal Council authorized and funded the Commission formation in 1972. The long term influence, leadership and vision of Executive Director Joseph Medicine Crow and Board of Directors Chairman, David Stewart contributed critical direction to program development and planning for adult and higher education services to the Crow Indian people. Incorporated as a state and federal non-profit organization, the Crow Central Education Commission created a good path for educational services that led to the development of the College. The Commission projects were the Crow and Northern Cheyenne Teacher Training Program (1975-81), the Crow Educational Research and the Crow Head Start Program. Contributing board members in the 1970's were Robert Bends, Thelma Birdinground, Minnie Ellen Fritzler, Penny Medicine Horse Haukaas, Katie Pretty Weasel, and Donald Stewart. Key faculty and administrators included Avis Three Irons, Janine Pease, Dale Old Horn, Dora Rides Horse, Carlene Old Elk, Geneva Whiteman, Willie Stewart and Wesley Falls Down. The educational leaders, students and parents were instrumental in founding Little Big Horn College.

To establish a tribal college was a difficult task, but one fueled by the vision of a Crow Indian present and future where Crow people would have full access to training and post-secondary education. The idea of curricular control appealed to the Crow people, for the standard approach to higher education always left a void, the scholarship and knowledge of the Crow Indian People. The founding trustees studied a combination of knowledge from the Crow People and the mainstream, and forged a new tradition in education, Little Big Horn College. The hope was a brighter future; the hope was to develop Crow Indian professionals whose life work would build the Crow Indian community; the hope was to

access Crow adults to positions that would support their families in a respectable way. The hope was to establish a lasting tradition of advanced training and higher education, for a good path into the future for the Crow People.



Little Big Horn College Summer 2005

Little Big Horn College received essential training and technical assistance from the American Indian Higher Education Consortium, the organization of tribal colleges, beginning with associate membership in 1976. The presidents of Salish Kootenai College (chartered in 1976), Sinte Gleska College (chartered in 1972) Oglala Lakota College (chartered in 1972), Blackfeet Community College (chartered in 1976) and Dull Knife Memorial College (chartered in 1974) shared college organization and curriculum development information with LBHC. Extension center arrangements existed with Eastern Montana College (now MSU-Billings), Miles Community College (Miles City) and Dawson Community College (Glendive). Montana State University-Bozeman provided substantial help in growth and progress toward full accreditation, personnel development and student science related opportunities. The St. Labre Indian Educational Association contributed initial funding for library organization. In 1975, a forum of Apsáalooke elders and community members convened an educational assessment and designed a Crow Studies course series that later became part of the college curriculum.

ADMISSIONS AND REGISTRATION

Admissions

Little Big Horn College has an open admission policy. This means all persons who are graduates of accredited high schools or have received GED Certificates are eligible for admission. All eligible applicants will be admitted without regard to race, color, religion, sex, ancestry, tribal origin, disability, or marital status.

New Admissions

How to apply:

1. Complete and submit an LBHC Application for Admissions. Applications may be obtained from the LBHC Registrar/Admissions Office or call (406) 638-3116 to have this material sent to you. You can also write and have this information sent to you -
Little Big Horn College
Registrar/Admissions Office
1 Forestry Lane, P.O. Box 370
Crow Agency, MT 59022
2. You can also access the application at the web site <http://www.lbhc.cc.mt.us>
3. The application does not require an admission fee. A registration fee is charged at the time of registration.
4. If you have not previously attended an accredited college or university, submit an official transcript from your high school that includes the graduation date, final class rank, and grade point average. You can also sign a form that will allow the Registrar/Admissions office to request your high school transcript; this form is part of the admissions application packet. Your admission application will not be complete until receipt of your high school transcript.
5. If you have received your GED, you must submit an official copy of your certificate &/or scores to be added to your students file. You can also complete a form to request a copy of your GED; this form is included in the application for admission.
6. Members of federally recognized tribes must submit a copy of their Certificate of Indian Blood.
7. Any student born after December 31, 1956, must show proof of immunization that was administered after December 31, 1967. The immunization dates must also be after your first birthday. Requirements include proof of two (2) doses of immunization against measles (Rubella) given at least 30 days apart and one (1) proof of Rubella immunization; include month, day and year. Any immunizations administered after June 11, 1993, must be an MMR &/or MMR II. A physician, health agency or school official must sign the record.
8. The Registrar will notify students who do not submit the above information by the fourth week of any given term. Federal Financial Aid and Scholarships will be held pending the submission of the above documents. Students who do not submit the documentation within the first semester of attendance will not be permitted to register until said documentation are submitted.

Placement Tests

All full time students and students taking a math and/or composition class are required to take a placement tests in math, reading, writing and keyboarding. Advisors will use placement results to assign appropriate level classes. Advisors will not approve enrollment in a course, which is a higher level than that indicated by the placement test. Test may be taken prior to registration by appointment through the Dean of Students Office. Placement test are given during New Student Orientation before the Fall Term. Placement tests are also given on the day of registration for the fall and spring terms, however this results in delayed registration.

Transfer Students Admission

How to apply:

Applicants who have attempted credits at another accredited college or university are considered transfer students. To complete admission to Little Big Horn College transfer students must do the following:

1. Complete and submit an LBHC Application for Admissions. Applications may be obtained from the LBHC Registrar/Admissions Office or call (406) 638-3116 to have this material sent to you. You can also write and have this information sent to you -
Little Big Horn College
Registrar/Admissions Office
1 Forestry Lane, P.O. Box 370
Crow Agency, MT 59022
2. You can also access the application at the web site <http://www.lbhc.cc.mt.us>
3. Transfer students must request a complete, official transcripts from each College &/or University attended. You can also sign a form that will allow the Registrar/Admissions office to request your transcript; this form is part of the admissions application packet.
4. Members of federally recognized tribes must submit a copy of their Certificate of Indian Blood
5. Any student born after December 31, 1956, must show proof of immunization that was administered after December 31, 1967. The immunization dates must also be after your first birthday. Requirements include proof of two (2) doses of immunization against measles (Rubella) given at least 30 days apart and one (1) proof of Rubella immunization. Include month, day and year. Any immunizations administered after June 11, 1993, must be an MMR. A physician, health agency or school official must sign the record.

Transfer of College Level Credits

Little Big Horn College has a policy for the transfer of credit. This policy is designed to permit students to transfer in the maximum course credits earned at other accredited institutions. Little Big Horn College will accept for transfer all college-level credit earned in undergraduate programs at institutions of higher education, which are regionally accredited or were regionally accredited when the student attended that institution. Little Big Horn College will accept for transfer all college-level credits earned in undergraduate programs at all tribal colleges that are accredited.

The department in which a transfer applicant plans to declare a program of study will do an evaluation of transcripts upon the request of the applicant. The student will be informed as to what transfer courses can be accepted toward the program of study and what courses must yet be completed for the degree. The Dean of Students will transfer all accepted credits on to the student's official LBHC academic record when the student has completed 10 semester credits.

Re-Admission – Former LBHC Students

A former student of LBHC who is in good standing and who was not enrolled the preceding term will be eligible for re-admission. The student must contact the Admissions office to verify that they will be returning to attend classes. The admissions personal will notify any returning student if there are any documents that will need to be updated for their student file.

If a returning student has not attended classes for more than four years, a standard admissions application form will need to be turned in to the Registrar/Admissions Office.

REGISTRATION

New Student Registration

1. All first time students at Little Big Horn College need to apply to LBHC and be accepted before they can register. See section on Admissions.
2. The student will receive a letter from the Dean of Students indicating any documentation which will need to be turned in, the date of the New Student Orientation, the student's advisor, and other important information related to registration.
3. New Student Orientation is scheduled before the fall semester begins and is listed in the College Calendar. Placement testing, advisor meetings, registration and information regarding special programs, scholarship and financial aid are included in New Student Orientation.

Registration for all Students

1. All students are required to meet with an advisor before they are permitted to register for classes. All registration cards must include the designated advisor's signature.
2. As students are expected to complete 60 semester credits over a four semester period of time, a minimum of 15 or more credits must be taken each semester. To encourage students to take a full load of 15 or more credits, a tuition package has been created allowing students to register for 12 to 18 credits for the same tuition as 12 credits. Thus, whether one registers for 12, 15 or 18 credits, the same tuition applies. It is clearly to the students' advantage to register for 15 credits, up to 18 credits.

3. Once the academic advisor has approved the course schedule, the student should register in person at the Registrar's Office or designated registration table. Registration is complete **ONLY** when the registration card is turned into the Registrar.

Adding Courses

A student may add courses until the 10th day after registration. The student must have the Instructors and Dean of Students written permission. Students adding courses after the 10th day after registration may do so with the permission of their Academic Advisor, Dean of Students and the Instructor of the course. Students must use the ADD/DROP card to add courses after the formal registration day. The ADD/DROP card must be signed and returned to the Registrar's Office.

Dropping Courses Students may drop classes until the 10th instructional day after Registration without notation on the transcript. After the 10th instructional day, withdrawals will be used. A student may withdraw from a course without grade penalty up through the 40th instructional day after registration. The student must submit an ADD/DROP card with the Registrar's Office. Students may be automatically withdrawn from a course if student has not attended classes for six consecutive days after registration. (See Class Attendance and Student Absences section). Otherwise it is the student's responsibility to withdraw from a course according to the withdrawal procedures contained in this catalog.

Repeated Courses

When a course in which a student has previously attempted credit is repeated, only the most recent course information, credit and grade, is calculated into the student's grade point average. The original course and grade will remain on the official transcript and an "R" will appear adjacent to the course grade indicating it has been repeated.

No prerequisite course may be repeated if a more advanced course has been completed with a passing grade of "C" or better. Exceptions may be considered only upon appeal to the Dean of Academics.

ACADEMIC REGULATIONS

Academic Year

Little Big Horn College is on the semester system. The academic year will be comprised of a fall semester and a spring semester with each semester being 15 weeks. A student may register at the beginning of any semester however, some course work is sequenced and prerequisite courses could be required before a student may enroll in a particular class. See course descriptions for information on course descriptions, course sequence, the course offering schedule, and prerequisites. Little Big Horn College does offer courses during a designated summer term; however the course offering is limited.

Classification of Students

Students are classified as follows:

1. Enrollment Status

- A full time student is any student enrolled in 12 semester hours or more.
- A part time student is any student enrolled in less than 12 semester hours.
- A part time student may be eligible of financial aid (see financial aid).

2. By Class

- A freshman is any student who has completed between 0-30credits.
- A sophomore is any student who has completed between 31+ credits.

Credit Overload

Any student not on suspension may register for up to 18 credits per term. Students registering for more than 18 credits must complete a Request for Credit Overload form. The Request must accurately reflect the student's GPA. The student must have written approval from their academic advisor before being allowed to attempt 19 or more credits. The completed Request for Credit Overload form must be returned to the Office of the Registrar and a copy given to the Dean of Academics.

Declaration of a Major

All students must complete a Declaration of Major form; this form is part of the admissions application packet. All students must be in an approved program of study.

Change of Major

A student who changes from one area of study (major) to another area of study (major) must have the approval of the Advisors of both areas of study (majors) before making the change. This is because of the change in curriculum as outlined in any area of study (major). The student who considers such a change is warned that the requirements of the new curriculum may require the completion of additional credits in order to fulfill requirements for graduation.

If a change is approved, the student will need to up date their Declaration of Major form in the admissions office.

Final Examinations

Final Examinations are scheduled during the last week of each semester. A final examination schedule will be posted by mid-term of each semester. Two review days are scheduled before the final examination period.

Class Attendance and Student Absences

Student Attendance

Little Big Horn College Faculty and Administration recognize that student attendance in class and academic performance are related; therefore, the established attendance policy is:

- ✓ All instructors will keep and report daily attendance.
- ✓ If a student has not attended a course during the first four (4) days he/she may be dropped by the instructor to make room for students on a waiting list.

- ✓ A student missing four (4) consecutive instructional hours of a class during the course of the semester, without prior notification, will be referred to the Dean of Student Affairs.
- ✓ A student missing six (6) consecutive instructional hours of a class during the course of the semester, without prior notification, will give the instructor the option to withdraw the student from that class; both the Dean of Students and the Registrar's office must be notified.
- ✓ The student may appeal through the office of the Dean of Students.
- ✓ Some instructors have more detailed and rigorous attendance policies for their classes. It is the instructor's responsibility to have all specific attendance requirements listed in the class syllabus. It is student's responsibility to be aware of and follow these requirements.

Absences due to College Related Special Events

Absences due to special events related to college activities should be requested on the Student Travel Authorization form submitted to the Dean of Students. This form is available at the Dean of Students office and/or Registrar's office.

The form must be submitted to the Dean of Students three instructional days before the expected absence. This procedure will assure the student will not be withdrawn from classes by the appropriate instructor and assure the students the opportunity to make up assignments and examinations in advance or upon return.

Class Enrollment Lists

Faculty receives the official class on the Monday following the DROP/ADD period. Only students who are properly registered for a course may attend and receive credit for the course.



Dr. Istrate Science Class

Withdrawals

Withdrawal from a Course (Drop)

Withdrawal from a course is permitted through the 40th instructional day after registration for the Fall and Spring semesters and the 15th instructional day during the Summer session. There is no penalty for failing work through the withdrawal period. After the 40th instructional day of the Fall and Spring semesters and 15th instructional day during the Summer session after registration, students may not drop courses, and the instructor will assign the student a letter grade other than a “W”. Students will be notified in writing of mid term grades by the appropriate instructor. Students will have five (5) instructional days after mid term to drop the course. It is the responsibility of the student to talk to the instructor and/or advisor as to the advisability to drop a course. It is also, the student’s responsibility to obtain the ADD/DROP CARD from the Registrar’s office, to fill it out and get the appropriate signatures and return it to the Registrar.

Withdrawal Procedure

All withdrawals must be completed by the student using the DROP/ADD CARD which must be signed by the student, initialed by the instructor and returned to the Registrar’s Office by the student.

It is not the responsibility of an instructor to withdraw a student from a course after the 10th instructional day after registration. In all courses in which a student fails to complete all requirements and for which no formal withdrawal form has been filed in the Registrar’s Office, the final grade for the course shall be an “F”.

- ✓ **Follow this Procedure to formally drop or withdraw from a course**
- 1. Get a DROP/ADD Card at the Registrar’s Office**
- 2. Put the course you wish to drop on the ADD/DROP Card and return to The Registrar’s Office with proper signatures included.**

Withdrawal Procedure from the College

A student who withdraws from Little Big Horn College during the semester is required to fill out a withdrawal form, which can be picked up in the Registrar’s office. The student will then, be required to complete an exit interview with their advisor, Financial Aid Officer, Dean of Students and Student Billing personnel. The student must return the completed **Withdrawal Form**, containing the appropriate signatures, to the Registrar’s Office.

Students who withdraw on or before the 15th instructional day of the semester and on or before the 5th instructional day of the Summer session will not have the course work reflected on their transcripts. Students who withdraw after the 15th instructional and on or before the 40th instructional and after the 5th instructional day and on or before the 15th instructional day of the Summer session will receive a “W” in all classes.

Students who leave the campus without officially, withdrawing will receive an “F” in all coursework for that semester or session. It is the student’s responsibility to officially, withdraw from the college.

ACADEMIC AFFAIRS

Scholastic Requirements

Grading System

A **Excellent**

B **Good**

C **Average**

D **Minimally Passing**

I **Incomplete work** (not included in GPA) Work must be completed within one semester following the incomplete grade. If work is not completed within one Semester the course grade will be changed to an “F”. To receive an “I” grade the student must meet with the instructor prior to the end of the grading period and sign a contract with the instructor of record. The contract will contain the necessary assignments to be completed and a time line for completion. In order to receive an “I” the student must have completed 80% of the course work satisfactorily and have good attendance by the end of the grading period.

F **Failure**, grade is below passing (**included in GPA**)

W **Withdrawal** from class without penalty (not included in GPA) Student must officially withdraw from the class before the end of the 8th week.

P **Passing** (not included in GPA but credits are counted in credits earned and may be used toward credit count for graduation.) Student may take up to 3 courses on a pass/no pass basis. The grade of “P” is given if the work is judged to be the equivalent of “A”, “B”, or “C”.

NP **No Pass** The grade of “NP” is awarded if the work is equivalent to “D” or “F”.

Change of Grade

A change of grade may be made for error only. A change of grade maybe not be made to allow additional time or for additional work once the semester is completed. A change of grade is not meant to substitute for an incomplete when an incomplete cannot be justified. All change of grade requests must have sufficient documentation to support the requests. All change of grade requests must be made in writing and submitted to the Academic Dean. The Academic Dean will approve or disallow the request and return the request to the Registrar. Once a grade has been submitted to the Registrar it may not be changed without the written approval of the Dean of Academic Affairs.

The Pass-No Pass Option is designed to provide the student with the option to explore course work outside their program of study. Certain courses are designated Pass/ No Pass by the Department Head of each Department. The student may take up to three courses on a Pass/No Pass basis. The credits are counted in credits earned toward graduation but may not be within the student's program of study. The student is cautioned to work closely with their academic advisor when deciding to take a course on a Pass-No Pass grading standard.

Credit Hour

A unit used in computing the amount of work required for graduation. One unit requires three hours of student work per week meaning one hour in lecture plus two hours of study time. Certain subjects may require additional class time, such as activity, internship, practicums or laboratory classes. In this catalog, credits given for a course are opposite the course number and title in the course description section.

Core Requirements

All students desiring to graduate from LBHC must complete the Core Requirements. These requirements are in addition to courses outlined in the student's Program of Study. These Core requirements are listed under the Core Requirements section of the catalog. A grade of a "D" in a Core Requirement course may be counted toward graduation; however this grade will not be acceptable in the Program of Study nor will it be acceptable at a Montana University System transfer institution. The student is encouraged to work with their academic advisor to determine how the status of a "D" affects them.

Program of Study

All students must be in a Program of Study for their declared major. All grades in the Program of Study courses must be a "C" or above. Students are encouraged to meet with their advisor and work out a plan of study to complete their coursework in an effective and efficient manner.

Elective Course

An elective is a course offering which can be the student's choice in consultation with the academic advisor.

Grade Points Average (GPA)

In order to graduate with an Associate of Arts or Associates of Science Degree a student must earn a minimum grade point average of 2.00 in **all** courses attempted at LHBC.

Grade Reports are prepared at the end of each semester, including summer session. Students who wish to have grades mailed to them must leave a self-addressed stamped envelope at the Registrars Office. A student may request an unofficial transcript at the end of the semester by completing a request for transcript at the Registrars Office.

Mid-term Grade Reports.

Instructors must submit midterm grades in a timely manner so that students can officially drop classes before the deadline. Students are strongly encouraged to check their midterm grades before the official last day to drop classes. (See College Calendar)

Calculating the Grade Point Average (GPA).

Each grade is worth a predetermined number of grade points in indicated below. Total grade points are established by multiplying the number of credits of a course times the number of grade points of the grade received. The grade point average is determined by dividing the number of grade points earned by the number of course credits attempted. In computing the number of grade points earned, each letter grade is assigned a certain grade point value per credit hour as follows:

Each credit hour of A	4 points
Each credit hour of B	3 points
Each credit hour of C	2 points
Each credit hour of D	1 points
Each credit hour of F	0 points

Example

If you took Composition and Algebra as classes, composition is a three credit course. If a grade of a B was received, multiply three credits times three grade points for a total of nine points (3 credits X 3 grade points = 9 grade points). Algebra is a four credit course. If a grade of an A is earned multiply 4 credits times four grade points for a total of 16 grade points (4 credits X 4 grade points = 16 credits). Add the 9 grade points and the 16 grade points (9+16=25). Then divide by the number of credits attempted, which in this scenario is 7 (25÷7=3.57). So the GPA would be 3.57.

Cumulative Grade Point Average

Each semester the grade point average is calculated to include the previous semester's grade point averages.



Student Union Building

Incomplete Grade

Due to an extreme situation such as hospitalization or illness, a student may be unable to complete the necessary course work by the end of the grading period. The student may initiate a request for an incomplete grade. In order to receive an incomplete, the student must have at least 80% of course work completed satisfactorily and been in attendance 80% of class time. The student must provide adequate evidence to the instructor as to the reason why he/she is unable to complete the requirements for the course. The student must sign a contract which fully explains the expectations of the instructor concerning the completion of course work. The instructor must provide the Department Head with written documentation concerning the incomplete grade as well as a copy of the contract. If the Department Head and Academic Dean approve this request, the instructor may then give a student an Incomplete. When the student has completed the work and the instructor has graded it, the instructor will fill out a Change of Grade form and submit the new grade and a copy of the contract to the Registrar. If the incomplete is not completed within **one semester** the “I” will turn into an “F” on the student’s transcript.

Individual Research/Study

Students who demonstrate the ability to work independently and have exhibited a high level of academic achievement in an area of study may undertake work in the form of individual research or study. The instructor will recommend the number of credits and this must be approved by the Department Head. Individual Research is not meant to replace course requirements but rather to enhance the knowledge of the student in a particular field of study. Individual Research course work may not be used to fulfill Core requirements.

Challenging Courses

Each department determines the courses which may be challenged. Approval of the challenge request will be made jointly by the Department Head and the instructor. The challenge shall be by a comprehensive examination and/or by some other evidence of competence in the subject matter of the course. The Instructor will determine the final grade for the challenge test .

Internships

LBHC encourages students to explore the world of work through the offering of internships. On the job internships with businesses, government and social service agencies are available through most of the LBHC departments. Students’ enrolled in internships must have the approval of the Department Head under which the internship is being offered. To be eligible for an internship a student must be currently enrolled, have satisfactorily completed at least 12 credits at LBHC within the last two semesters, have a current GPA of 2.00 or better, and have demonstrated the ability to perform in a manner that will reflect favorably on the department and LBHC. Individual internships may have more stringent requirements.

Student Evaluations

Evaluation forms will be handed out in each class two weeks before the Final Exam. The student should use these forms to adequately and objectively critique the coursework, textbook, labs or other activities, delivery of the course, as well as the instructor. These evaluations are a valuable tool to assist the college in meeting the expectations and needs of the students. Written comments are especially beneficial and helpful in the evaluation process.

Academic Progress

Academic Honors

LBHC encourages the highest level of academic success. In recognition of high scholastic achievement, LBHC makes public the Dean's List at the end of each semester. Students are listed to the Dean's List who attempted at least 12 or more credits which are not of a Pass/No Pass nature and who earn a grade point average of 3.3 or better. Graduates earning a 3.3 cumulative GPA are distinguished in the program and are awarded a gold honor cord to be worn during the graduation ceremony.

Minimal Academic Progress

All LBHC students must maintain at least a 2.00 GPA to be considered in good academic standing.

Academic Suspension

Any student who has been placed on Financial Aid Suspension will be given the opportunity to enroll for one additional semester on Academic Suspension Status. The student must be enrolled for at least 12 credits and make arrangements with the Finance Office to pay tuition and fee costs. The student may be eligible for institution work study and is encouraged to meet with the financial aid officer. The student must meet with the Dean of Academics prior to enrollment and make regular appointments with the Retention Counselor. The student who fails to be reinstated during the Academic Suspension Semester will be suspended from LBHC for a period of **one academic year**. Students who wish to be reinstated after a period of suspension must submit an application for re-admission to the Admissions/Registrars Office and meet personally with the Dean of Academics. Upon re-admission, students are placed on continued probation and must maintain a 2.00 GPA for each successive semester of course work and meet any other conditions imposed by the Dean of Academics. Students who do not meet the stipulations set by the Dean of Academics will be automatically suspended.

Academic Honesty

Little Big Horn College is committed to maintaining an environment of academic honesty. If a student has questions concerning appropriate academic behavior, it is the student's responsibility to seek appropriate information from a faculty member or advisor.

Academic misconduct includes all acts of dishonesty in any academically-related matter and any knowing or intentional help or attempt to help, or conspiracy to help, another student commit an act of academic dishonesty. Academic dishonesty includes, but is not limited to, each of the following acts when performed in any type of academic or academically-related matter, exercise, or activity:

1. **Cheating** - using or attempting to use unauthorized materials, information, study aids, or computer-related information.
2. **Plagiarism** - representing the words, data, works, ideas, computer program or output, or anything not generated in an authorized fashion as one's own.
3. **Fabrication** - presenting as genuine any invented or falsified citation or material.
4. **Misrepresentation** - falsifying, altering, or misstating the contents of documents or other materials related to academic matters, including schedules, prerequisites, and transcripts.

When academic dishonesty occurs or is alleged to have occurred in the coursework, the instructor has the right and obligation to take appropriate action which may include a verbal or written reprimand or warning, a grade of "F" (failure) for the assignment or test involved or a grade of "F" for the course.

When misconduct of a behavioral nature occurs in the classroom, the instructor has the right and obligation to take appropriate action which may include a verbal or written reprimand or warning. Furthermore, failure to comply with a request to cease the disorderly conduct may result in an additional disciplinary action.

When misrepresentation of academic documents is involved, the Academic Dean will take the matter to Academic Council where a decision will be made on the disciplinary action to be employed.

The student accused of academic dishonesty or behavioral misconduct may appeal the matter to the Dean of Academic Affairs. The Dean will take the matter under advisement and within five days notify the student in writing of the findings.

Student Records

Academic Records Official academic records of each student's scholastic achievement are kept on file in the Office Admissions and Registrar, and include the following:

1. A signed "Official Class Roll and Final Grade Report" from the instructor of each class in which the student is enrolled each semester.
2. An "Official Academic Record" for each student officially enrolled.
3. Directory information of a student currently enrolled.

Directory information is released in accordance with the Family Educational Rights and Privacy Act, Revised.

Transcripts

A transcript is a copy of the complete, unabridged educational record of a student who has been or is currently enrolled. It is issued only to the student upon the student's written request. An official transcript is distinguished from an unofficial copy of the student's record in that the official transcript carries the signature of the Registrar and bears the seal of Little Big Horn College.

Transcripts are issued within three days following receipt of the transcript request and the payment of the fee. Each student is given one free official transcript as well as a free official transcript at graduation. The cost of an official transcript is \$3. The student's signature and/ or personal request is required for the release of any transcript except when the transcript is released to those individuals who are considered to have a legitimate educational reason to have access to the student's transcript. Transcripts will not be released to family members, employers or others not authorized under FERPA.

Appeal of Academic Records. See Student Conflict Resolution Procedure

GRADUATION REQUIREMENTS

Degree Candidates

Students are subject to all academic standards and core requirements set forth in this catalog. It is recommended that the student become familiar with all the rules and regulations of Little Big Horn College. The Dean of Academic Affairs, Dean of Students, Department Heads and academic advisors are all available to provide assistance, but the responsibility of knowing and meeting all requirements for graduation rests with the student.

Graduation Requirements

1. A minimum of 60 semester hours of credit must be earned with a cumulative grade point average (GPA) of 2.00.
2. A minimum of 20 semester hours of credit must be earned at Little Big Horn College.
3. A minimum of a "C" in all course work within the designated student's Program of Study
4. All Core Requirements must be completed. No substitutions are allowed
5. Student must file their **Petition to Graduate** form before the semester of graduation. Petition to Graduate Forms are available in the Registrar's Office. The Petition to Graduate form is required in order to prepare and forward the Final Approval to graduate to the Academic Council and necessary offices for approval. Also special consideration will be given graduates in the course scheduling and registration to ensure enrollment in required course work.

6. The Approval to Graduate Form is circulated to all necessary offices.
7. Two weeks prior to finals, Advisors will circulate the **Completion Status Report** for graduates and return to the Academic Deans office. If the Completion Status Report indicates unsatisfactory progress the student may not be allowed to participate in Commencement Activities.

The Dean of Academics makes the final approval of the Petition to Graduate and notifies in writing the candidate and the candidate's academic advisor. The final approval to graduate is completed after all grades are final and recorded on the official grade reports.

Students may participate in the spring semester commencement ceremony if they are within one course of completing all course work requirements but will not receive their degree until the course is completed as agreed upon in the Program Completion Contract.

Graduation robes will be available through the Dean of Students. A deposit will be charged for the gown. The deposit will be returned with the return of the robe.

Official diplomas will be available from the Academic Dean's office within three weeks after the official graduation date.

Financial Aid and Scholarships

Types of Financial Assistance

Students and parent(s) should first apply for a pin # at via www.pin.ed.gov this pin# will be used throughout your college career; once you receive this pin# you can not share it with anyone.

To determine eligibility for all financial aid programs and scholarships available at LBHC, students should complete the Free Application for Federal Student Aid (FAFSA) annually via at www.fafsa.ed.gov and list Little Big Horn College as a school choice on the FAFSA form step six, LBHC school code is 016135.

There are two types of financial assistance available to students at Little Big Horn College:

1. grants and scholarships
2. work-study opportunities

Grants and Scholarships

Grants and scholarships are paid to students by crediting their student billing account in the Finance office first and then the remaining amount will be disbursed to the student once all bills are paid.

The majority of scholarship assistance is allocated to students working towards their first AA degree. Some scholarship programs may allow scholarship assistance to students holding an AA degree and completing coursework toward a Bachelor's Degree.

Federal Pell Grant: The Federal Pell Grant is federal program designed to provide financial aid to undergraduate students working towards their **first** degree. The U.S. Department of Education administers the Pell Grant and determines the funding amount available to the student. The purpose of the Pell Grant is to provide funding for education expenses. Pell Grants are disbursed to students in one payment within the semester after 60% of classes are completed. Students who are eligible for Pell Grant are allowed two semesters within the academic year.

Federal Supplemental Education Opportunity Grant (FSEOG): This grant is for undergraduates with exceptional financial need, priority is given to Pell Grant recipients, depending on availability of funds.

Montana Higher Education Grant (MHEG): To qualify for the MHEG, a student must be a resident of the state of Montana, be eligible for financial aid, be enrolled or accepted for enrollment as an undergraduate student for a minimum of twelve credits per semester, and have substantial financial need.

Acce\$\$ Grant: Student Assistance Foundation, a nonprofit corporation based in Helena, has awarded Little Big Horn College for the first time the Acce\$\$ Grant to help students whose unmet financial need is creating a barrier to continuing their education. Award amounts vary by individual need, and are determined by the financial aid office.

Merit-Based Scholarships: This scholarship is based on academic performance. A 3.3 minimum cumulative grade point average is required. An exception is if there are not enough students with the above cumulative GPA, then students with a 3.00 cumulative GPA will be considered. Student must have unmet need.

American Indian College Fund (A*CF): American Indian Higher Education Consortium member colleges determine student eligibility for the scholarships provided through A*CF. In some cases donors may place restrictions on scholarships (i.e. scholarship must be awarded to a female studying nursing). LBHC has the discretion to place additional restrictions the scholarships, such as number of credits or grade point average. A*CF scholarships must be awarded only to those students currently enrolled at a tribal college. In addition, Canadian citizens are not eligible to receive A*CF scholarships however, those students with dual U.S./Canadian citizenship are eligible. Two name a couple of scholarships thru A*CF is the tuition scholarship for students who

have a high Expect Family Contribution (EFC) and the first time freshman scholarship for those students who have not attended college before.

Tuition Scholarship: Tuition scholarship(s) are available to seniors (55 yrs or older), Little Big Horn College employee(s) and board of trustee's **for one class only.**

Crow Nation Education Department: The Crow Nation Education Department provides funding through Crow Higher Education Grant, Adult Vocational Training Program, and Crow Tribal Grant. Students should contact the Crow Nation Education Department for additional information at (406)638-3711.

Veterans Benefits: Department of Veterans Affairs administers several education programs. They have specific names and are also referred to by Chapter numbers. Each program provides different benefits for different groups of individuals. For VA Education Program forms come to the Financial Aid Office. The Veterans' Upward Bound Program helps out with educational expenses for this program call (406)657-2075.

Scholarships are not available during summer session.

The Little Big Horn College scholarship committee reviews all scholarship applications and approves/disapproves all scholarship allocations. The committee is comprised of the Dean of Students, Dean of Academics, Dean of Administration, Chief Finance Officer, Registrar, President, Department Heads, and Financial Aid Staff.

Work: Work opportunities are available to qualified students in the form of work study. There are two types of work study:

1. **Federal college work study (FCWS)** is a federally funded need-based program. Students who answered yes to question 28 on FAFSA form and have need may be awarded FCWS. FCWS is available in various areas on campus with off-campus community service jobs as reading and math tutors. Although every effort is made to provide students with FCWS jobs, the College cannot guarantee a student will be able to earn the amount of money initially awarded. FCWS will be as part of the student's financial aid package if they are awarded.
2. **Institutional Work Study** is for those students who do not qualify for any federal assistance.

Little Big Horn College does not participate in Loans

Verification: Some students will be required to submit tax return, W-2's and other income documentation to verify the accuracy of the information the applicant provided on the FAFSA application.

Return of Title IV Funds: When a student withdraws before 60% of the semester, the college must return to the Department of Education any unearned Federal Financial Aid funds up to the unearned percentage of institutional charges for the portion of the period the student did not complete.

If a student leaves without official withdrawing the college will attempt to determine a last day of attendance. Although, the college is not required to take attendance, many faculty members do take attendance, thus allowing the college to document an academically related activity. An academically related activity includes, but not limited to, an exam, a tutorial, academic counseling and turning in class assignments.

The calculation for the Return of Title IV Funds may result in the student owing a balance to either the college and/or the federal government.



Local Community Scholarship Presentations

What does it cost to attend Little Big Horn College?

This is an important question for all students to consider. Below is an example of an estimated cost of attendance budget. Cost of attendance budget allows students to better understand the cost to attend Little Big Horn College. This is just an estimate as actual costs depend on individual needs and resources. Little Big Horn College recognizes two categories of students in relation to financial aid, the dependent and independent student. The dependent student is a student living at home with parent(s) or adopted parents. The independent student is a self supporting student maintaining a household.

Sample Student Expense Budget

LITTLE BIG HORN COLLEGE

COST OF ATTENDENCE BUDGET 2004-05

	Per Semester (12-18 Credits)	Annual (12-18 Credits)
TUITION:	\$1,200.00	\$2,400.00
REGISTRATION FEE:	\$ 30.00	\$ 600.00
BLDG/TECH FEE:	\$ 75.00	\$ 150.00
ACTIVITY FEE:	\$ 25.00	\$ 50.00
LAB FEE:	\$ 20.00	\$ 40.00
LIBRARY FEE:	\$ 15.00	\$ 30.00
PERSONAL/MISC EXPENSES	DEPENDENT	\$ 600.00
	INDEPENDENT	\$1,200.00
TRANSPORTATION:		
CROW AGENCY		\$ 767.00
LODGE GRASS		\$3,176.00
WYOLA		\$3,176.00
HARDIN		\$ 767.00
DUNMORE		\$ 767.00
ST. XAVIER		\$ 767.00
BUSBY		\$3,176.00
FORT SMITH		\$6,734.00
BILLINGS		\$6,734.00
PRYOR		\$6,734.00
ROOM/BOARD		
Dependent		\$2,700.00
Independent Single		\$8,474.00
Married Head of Household		\$8,474.00
Single Head of Household		\$8,474.00
Married with Dependents		\$8,474.00
CHILDCARE ALLOWANCE		\$2,250.00

Student's who register above 18 credits, an additional charge of \$75 per credit will be assessed

BLDG/TECH FEE: 0-4credits=\$20 5-8credits=\$40 9-11credits=\$60

Little Big Horn College reserves the right to change the above at any time

General Eligibility Requirements

To be eligible for federal student aid, a student must

- Be enrolled/accepted for enrollment in a degree or certificate program.
- Not be enrolled in elementary or secondary school.
- Have high school diploma or GED.
- Be a citizen or eligible non citizen.
- Maintain satisfactory academic progress (see section on academic progress).
- **Not** be in **default** on Perkins, Stafford, Unsub. Stafford or PLUS at any other institution.
- Not owe the U.S. Department of Education on an overpayment.
- If required, must register with the Selective Service via www.sss.gov.

Transfer Students: Students transferring to Little Big Horn College from another institution of higher education must inform the Financial Aid Office. The Financial Aid Office is required by federal law to make adjustments to prevent or correct over awards.

Duration of Eligibility: Depending on the major a student selected will be variables in determining if a student has exceeded their duration of eligibility. All attempted credits will be calculated in determining duration of eligibility including “W” or “I” and transfer credits.

Satisfactory Academic Progress

Students are expected to maintain certain academic standards and make satisfactory progress toward a completion of their declared program of study. The Financial Aid Office determines if applicants are eligible for financial aid assistance based on their prior academic records, **whether or not they ever received financial aid.**

Satisfactory academic progress is measured in two categories:

1. A minimum grade point average (GPA) of 2.00 must be maintain each semester for Pell Grant and 2.5 for scholarships.
2. A completion of credit load as determined by enrollment status (i.e. full time, part time).

Financial Aid Probation

A student is placed on probation if he/she does not complete the attempted credits for that particular term and/or does not maintain a minimum grade point average of 2.00. A student placed on probation is still eligible for federal and state aid funding. If a student is placed on probation he/she is not eligible for Little Big Horn College scholarships and Institutional Work Study.

Financial Aid Suspension

A student is placed on suspension if he/she does not complete attempted credits and/or does not maintain a minimum grade point average of 2.00 for two consecutive terms of enrollment.

Incomplete Grade

Students placed on probation or suspension due to receiving an incomplete grade(s) will be removed from such status if the “I” is made up.

Reinstatement of Financial Aid

In order to be considered for any financial aid, the student must complete a credit load at the same enrollment status as the semester they were placed on suspension. Example: if a student was a full time student (at least 12 credits), the student must successfully complete 12 credits with grade point average of at least 2.0. The student is responsible to pay for these credits or through Institutional Work Study, if approved.

Appeal Process

Every student has the right to appeal if he/she is on probation, suspension, repeated courses or have exceeded their duration of eligibility. The Financial Aid Office has the appeal form, complete the form attach working copy transcripts and all other necessary documents and return to the Financial Aid Office. The appeals committee will make the final decision on the appeal; the committee is comprised of the Dean of Students, Dean of Academics, Dean of Administration, Chief Finance Officer, Registrar, President, Department Heads, and Financial Aid Staff.

LIBRARY AND ARCHIVES

The Little Big Horn College Library provides students and faculty with access to information resources and instruction in information skills critical to their educational programs of study and instructional needs. The Library also serves as the Crow tribal public library.

The staff consists of the Library Director, Technical Library Assistant, and Library Aide. The staff maximizes student and faculty use of information resources through selecting, organizing, describing, and maintaining resources in print, electronic, and audiovisual formats. Study and research areas are provided in the Library.

Library Objectives

1. To ensure student, faculty and public **access to appropriate information resources**, with the major focus on supporting LBHC programs of study.
2. To **enhance and refine Library resources** in all formats.
3. To develop **information literacy skills** in all library users.
4. To provide a **welcoming, comfortable and inviting atmosphere** for study and recreational reading, with a student-centered, customer service approach.
5. To especially acquire **materials** complementary to and supportive of the **Crow Studies** Associate of Arts degree course work.

The Library provides students, faculty and the public access to **21,000 print volumes**, **thousands of periodical titles** both print and electronic, general **Internet access**, and a collection of approximately **1,000 audiovisual materials**, largely video recordings related to the Crow people and Little Big Horn College.

Resource **areas of particular strength** are Crow and Native American Studies, education, science and natural resources, nursing and health, computers and information systems, and the history of the American West.

Crow materials are held in a special collection, including rare and out of print books, government documents, reports, and video recordings. More and more Crow materials have been digitized and are located on the library web page (<http://lib.lbhc.cc.mt.us>).

The LBHC Library is a part of the **OMNI consortium** (Outreach Montana: Networked Information), which consists of nine college libraries in Montana. The LBHC Library catalog gives access to the materials of both LBHC and the other eight libraries via **interlibrary loan**. The catalog can also be accessed via the library web page. The holdings of OCLC WorldCat can also be accessed for interlibrary loan, giving access to the holdings of libraries throughout the world.



Little Big Horn College Archives

Little Big Horn College Archives: Crow Indian Historical and Cultural Collections

The Little Big Horn College Archives strives to preserve the **culture and history** of the Crow Indians through the preservation of **historical manuscripts, personal papers, official reports, institutional records, photographs, and audiovisual recordings** on the historical and contemporary life of the Crow Indian people.

The Archives is a part of the College Library, though located across the street from the main College facility. It serves as a major learning resource for many fields of study at the college. A full-time archivist administers the Archives. Due to the special and unique nature of the materials, they **must be used in the Archives** and cannot be checked out. Copying is usually allowed, depending on donor restriction.

The materials now located in the Archives include **records, papers, scrapbooks, family histories and photographs** of Crow individuals and tribal historians; copies of **federal government records; external studies and reports; and research materials** from historians, anthropologists, missionaries, attorneys, and others who have studied Crow life.

One of the most important parts of the collections in the Archives is the hundreds of **recordings of Crow oral history and oral literature** which contain the vast wisdom of the elders of the Crow people.

A more complete description of the Archives and several of its collections can be found on the library web page (<http://lib.lbhc.cc.mt.us>).

STUDENT AFFAIRS and STUDENT SERVICES

Little Big Horn College is dedicated to providing a climate in which each student is challenged to set the highest possible educational goals within a caring, safe, and supportive learning environment.

Overall Ethical Statement for LBHC

LBHC is dedicated to upholding its mission statement by adhering to professional standards of conduct in our roles, obligations and behaviors. We are responsible for our behavior to the students, community, faculty, staff, administrators, Board of Trustees, funding agencies, and all other affiliations, as well as the Crow culture.

Administration Ethics

Administrators will agree to the following:

- Adhere to the highest ethical standards in the fulfillment of the position.
- Honor Board of Trustees decisions, college policies and procedures and the authority delegated to the President.
- Adhere to the mission and promote the goals and objectives of the College as stipulated by the Board of Trustees and administration.
- Exercise responsibility and self discipline in the matters of college affairs and strive to mold and maintain harmonious relations with fellow co-workers.

Administration Ethics Continued

- Maintain at all times a code of confidentiality in interactions with students, fellow workers, and college matters and always strive to maintain a professional relationship between myself and fellow co-workers, and the students at Little Big Horn College.
- Respect the confidentiality, privacy, and ethical use of information systems (e-mail, internet, voice mail, etc.) and the personal office space of others.
- Exhibit fairness and honesty when performing evaluations of fellow staff members.
- Avoid using the position held for personal advantage or gain of relations, friends, or supporters.
- Communicate and consult with those who are or may be directly affected by personal actions and decisions.



Seven Stars Learning Center Dedication Ceremonies

Academic Ethics

Instructors of LBHC will agree to:

- Encourage the free pursuit of learning for the students, providing a safe, open, respectful classroom and educational environment.
- Hold for the students the best scholarly standards of the disciplines.
- Demonstrate respect for students as individuals and adhere to the proper role as intellectual guide and counselor.
- Treat all students fairly and equally, regardless of race, sex, religious affiliation, physical ability, sexual orientation, ethnic origin, or other personal reasons.
- Make every reasonable effort to foster honest academic conduct and to assure that evaluation of students reflect their true merits.
- Respect confidentiality and privacy in all matters relating to students, whether of an academic or personal nature.
- Respect confidentiality and ethical use in the use of information systems as well as the personal office space of others.
- Avoid exploitation of students, the Crow community and the Crow culture for private advantage.
- Adhere to high standards while conducting contracted responsibilities.
- Behave professionally and courteously toward other staff, faculty, Board members, and affiliated agency representatives.
- Exhibit fairness and honesty when performing evaluations of other faculty, staff or board members.
- Uphold high standards of conduct when acting as an LBHC representative at professional events and in all discourse with the public relating to LBHC.
- NOT use the position for personal advantage/gain or for the advantage/gain of relatives, friends, or supporters.
- NOT engage in inappropriate physical or emotional relationships with students. (See sexual harassment policy).

Employee Code of Conduct

Employees of Little Big Horn College will:

- Adhere to the highest ethical standards in the fulfillment of their job.
- Honor Board of Trustees decisions, college policies and procedures and the authority delegated to the President.
- Adhere to the mission and promote the goals and objectives of the College as stipulated by the Board of Trustees and administration.
- Exercise responsibility and self discipline in the matters of college affairs and strive to mold and maintain harmonious relations with fellow co-workers.
- Maintain at all times a code of confidentiality in interactions with students, fellow workers, and college matters and always strive to maintain a professional relationship with fellow co-workers and the students at Little Big Horn College.

- Respect the confidentiality, privacy, and ethical use of information systems (e-mail, internet, voice mail, etc.) and the personal office space of others.
- Exhibit fairness and honesty when performing evaluations of fellow staff members.
- Avoid using the position held for personal advantage or gain of relations, friends, or supporters.
- Communicate and consult with those who are or may be directly affected by personal actions and decisions.

Student Conduct Code

As a student at Little Big Horn College I will:

- Respect the Scholars, Peers, Employees and the Academic Society of the college.
- Adhere to the academic and graduation requirements or regulations.
- Abide by the published roles and regulations of the college at all official events and activities and be a good representative of Little Big Horn College.
- Comply with Local, State, and Federal laws.
- Make mature decisions and be responsible for my conduct, obligations and behavior.
- I will respect the premises, property of Little Big Horn College.
- Acknowledge and adhere to the drug free policy of Little Big Horn College.
- Respect the Privacy, Confidentiality and Ethical use of information system and the personal office space of others.
- Exhibit fairness and honesty when performing evaluations of other faculty and staff.

Student Rights, Responsibilities and Conduct

Enrollment at Little Big Horn College is a voluntary entrance to the academic community. By such entrance, the student voluntarily assumes obligations of reasonable performance and behavior imposed by the College relevant to its lawful missions, processes and functions. Students are subject to federal, state, and tribal laws as well as institutional rules and regulations. A student is not entitled greater immunities or privileges before the law than those enjoyed by citizens generally.

Little Big Horn College has the responsibility to protect its property, its purpose and processes. The College will take appropriate action if a student commits an offense, which would have an adverse affect on the College.

Improper conduct on college property includes distributing, dispensing, possession or use of drugs or alcohol, willful destruction of college property or property of others, mistreating a fellow student disrupting the orderly flow of college processes, or committing an offense which violates existing Federal, State, or Tribal laws.

Disciplinary action for improper conduct includes a written warning of the specific nature of the problem and the action necessary to correct the problem. A minor infraction of rules and or regulations will result in a warning. Serious offenses or repeated infractions may result in disciplinary action leading to probation, suspension or expulsion.

Family Educational Rights and Privacy Act

The Family Educational Rights and Privacy Act of 1974, as amended, is a Federal law which states the institution must maintain the confidentiality of student education records. The College Office of Admissions/Registrar is responsible for the maintenance of accurate student academic records and for the use and release of information from these records. Only information authorized by the act will be released. No one outside the institutions shall have access to nor will the institution disclose any information from students' education records without the written consent of the student except to personnel within the institution or to individuals and agencies as exempted under the Family Rights and Privacy Act. (FERPA)

Students have the right to inspect and review information contained in their education records, to challenge the contents of their education records, to have a hearing if the outcome of the challenge is unsatisfactory, and to submit explanatory statements for inclusion in their files if the decisions of the hearing panels are unacceptable. Little Big Horn College may provide directory information in accordance with the provisions of the Act to include the following student name, address, date and place of birth, major filed of study, dates of attendance, degrees and awards received, date of completion and other such information as required by the federal government for funding purposes. Any student wanting any or all of this information to remain confidential must inform, within the first two weeks of the current academic year, the Office of Admissions/Registrar in writing. A new form for nondisclosure must be completed each year.

Alcohol and Drug Policy

The goal of LBHC is to create an environment that is free of alcohol and the illegal use of drugs. The college recognizes the use of alcohol and drugs as a major barrier to academic success and has adopted an inclusive *Alcohol and Drug-Free Policy*, which mandates that all students and all employees must sign certificates. The College supports those who choose a lifestyle free of chemicals and supports those in recovery and prohibits the use and/or possession of alcohol and other drugs on campus. Standards of conduct, as outlined below, apply to all students, employees, and visitors at LBHC.

- No student, employee or visitor shall use, manufacture, sell, give away, barter, exchange, or distribute a controlled substance or drug paraphernalia.
- No student, employee, or visitor shall possess a controlled substance or any alcoholic beverage while on campus or while involved in college activities, service projects, programs or work situations off campus (except as prescribed by a physician).

- No employee shall report to work and no student or visitor shall report to campus while under the influence of alcohol or a controlled substance (except as prescribed by a physician), which affects alertness, coordination, reaction, response, judgment, decision-making or safety.

Little Big Horn College recognizes the use and abuse of alcohol and drugs is a major barrier to academic success. Any student who violates this policy will be referred to the administrators. LBHC has adopted a zero tolerance policy related to alcohol and drugs on the campus. Students caught using, distributing, dispensing or possessing alcohol or drugs on the college campus or college related activities will be referred to the local law enforcement.

Smoking and Chewing Tobacco

Smoking (cigarettes, pipe, and cigars) and chewing of tobacco is not allowed in any Little Big Horn College facility. Following Federal regulation, smoking is prohibited within twenty feet of an entrance. The exception to the preceding is the appropriate use of tobacco, and bona fide incense commonly used in Crow cultural activities.

Sexual Harassment

Little Big Horn College desires to promote a safe and nurturing work and study environment. Sexual harassment may occur in a variety of relationships, including faculty and student, supervisor and employee, student to student, employee to employee, and other persons having business with or visiting the College. Sexual harassment may occur when it is directed at members of the opposite gender or when it is directed at members of the same gender. Sexual harassment is defined in Title VII of the Civil Rights Act of 1964 and the Montana Human Rights Act as: unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment or academic advancement, or submission to or rejection of such conduct by an individual is used as the basis for employment or academic decision affecting such individual.

Should any of the above occur, the recipient of the unwanted action will follow the Complaint Resolution Procedure.

Student Complaint Resolution Procedure

If a student has a grievance regarding college policies, student billing, personnel, fellow students, discrimination, etc. they must pursue the matter in writing with the Dean of Students. If the issue concerns a disciplinary action, the student must pursue the matter in writing with the Dean of Students. If the matter is not resolved at this level, the Dean of Students will take the matter to the Academic Council.

If the matter is academic, the student must try to resolve it first with the instructor, if this is unsatisfactory, then they can pursue the matter with the department head. If the matter is not resolved at this level, the student must submit in writing a formal grievance to the Academic Dean. If the matter is not resolved at this level, the Academic Dean will take the matter to the Academic Council.

STUDENT ORGANIZATIONS

Student Government

The Student Council is the governing organization of the student body of LBHC. The council is elected before the fourth week of fall semester and members serve for one academic year. Five students are elected from the student body at large. The remainder of the Student Council is comprised of representatives from each of the charger clubs on campus. It is the responsibility of each chartered club to designate their representative. The Student Council selects their own officers; however no member of the Council has more rights or privileges than other members. The LBHC Student Council allocates funds intended for activities and charger club use for the academic year. The council also plans and organizes the activities available to students. The Council holds weekly meetings, which are open to all interested students. Students wishing to be placed on the weekly agenda must inform the Dean of Students in writing one day prior to the meeting. The Dean of Students acts as advisor to the Student Council.

Biiluuka Alaaxuuche LBHC Indian Club

Indian Club provides and encourages native cultural activities at LBHC. Its purpose is to promote and foster pride in the cultural heritage of the Native American. All LBHC students are encouraged to become members. The Indian Club hosts the LBHC Annual Pow-Wow and co sponsors the Halloween Masquerade. Indian Club members are expected to participate in fund raising activities and cultural events as scheduled by the Club. Advisors are chosen each year and serve on a volunteer basis.

American Indian Science and Engineering Society (AISES)

The Apsaalooke AISES Chapter is committed to encouraging Native American students in the area of science and engineering. The chapter participates in national and regional professional conferences, provides mentoring support and leadership training to further prepare American Indian students for success. Membership is open to any full or part time student. However, only American Indian students are eligible for scholarships and other awards through AISES. Advisor to AISES are chosen each year and serve on a volunteer basis. Prior advisor will attend in an ad hoc status at the first meeting of the year.

American Indian Business Leaders (AIBL)

The LBHC AIBL Chapter encourages all students interested in business careers to become members. The purpose of AIBL is to acquaint the business student with internships, career options and scholarship opportunities. AIBL promotes interest among Native American students in the areas of tribal economic development and entrepreneurial expertise.

Akbaachimme' Alaxxua'hche

Those That Learn Society is a student organization, exclusively for charitable, education, cultural, religious and scientific purposes. The Society primarily, assists low-income, first generation and disabled students to reach a high level of academic achievement.

Rodeo Club

The Rodeo Club is an extracurricular student activity that allows current and interested students to participate in activities that support the sport of rodeo. The students can participate in events that are sanctioned by the National Intercollegiate Rodeo Association as a member of the Big Sky Region (NICRA); which may qualify them to participate in the NICRA Finals.

American Indian Higher Education Consortium (AIHEC)

The annual AIHEC conference is held each spring. This conference provides students with the opportunity to develop leadership skills and participate in educational and cultural competitions. Students are responsible for raising their own funds to attend AIHEC. Campus organizations assist with fund raising for the AIHEC Conference.

Athletics

A men's and women's basketball team is organized at the beginning of the spring semester. The teams practice on a regular basis and participate in the American Indian Higher Education Consortium (AIHEC) tournament. Some opportunity is available for teams to play in other regional competitions. The mascot for the teams is the Ram. The colors are royal blue and Crow blue and gold.

Eligibility to Represent LBHC

Students represent LBHC in many diverse activities including athletics, competitions, and national and regional conferences or other events as authorized by the College. To be deemed eligible to represent LBHC, the student must be full time and have a "C" in all courses enrolled in at the time of the request to participate is made. The advisor of the activity or club must inform the Dean of Students in writing one week before the activity identifying the names of the student(s) and the exact days they will be absent. The Dean of Students will notify instructors of the event and request grade status for all of the participants. The Dean of Students will notify the advisor of the grade status three days prior to the event. The students' absence may affect the students' final grades.

Students representing LBHC must adhere to all LBHC policies this includes the Alcohol and Drug Policy. . Students will sign a Contract for Participation which clearly states the regulations and the penalties for violations. Students who violate any LHBC policies while representing the College will return home immediately at their own expense

STUDENT SERVICES

Academic Advisement

Each newly enrolled student is assigned an academic advisor. The advisor assignment is based on the student's declared major. The academic advisor/student relationship is a partnership which is of great benefit to the student. The student is expected to initiate and maintain this relationship through regularly scheduled meetings with the advisor. The advisor's responsibility is to assist the student with course selection that will most effectively and efficiently accomplish the student's educational and career goals. It is the student's responsibility to take an active role in the development of his/her education and career goals.

Transfer Assistance

LBHC students are encouraged to transfer to four-year colleges and universities. The Dean of Students' office maintains a large selection of college catalogs, applications and scholarship information. Students planning to transfer are encouraged to work with their academic advisor to develop paths that are compatible with the institutions to which they plan to attend.

Placement Testing

All new and some transfer students are required to take a Placement test prior to registration. These tests are given the last week of July and before registration for each semester. The test is designed to ensure appropriate level placement in the areas of math, composition and keyboarding. Developmental math and composition courses are designed to enhance student abilities. Credits earned in development courses may be used toward graduation but are not transferable and do not meet Core requirements.

Counseling and Student Development

The Office of the Dean of Students is the center for Student Services. The Dean of Students is available to assist in the development of educational and career plans. Specific services offered through the student services include personal counseling, general assistance in the area of education advising and career planning. Students experiencing problems that affect academic progress but are not directly related to academic deficiencies can seek assistance through the retention counselor. A retention counselor is available to assist the student with areas related to school attendance.

Short term crisis assistance is available on campus. However, personal problems requiring counseling need to be referred to local agencies providing these services.

Tutors

Tutors are available to assist students in many areas. Tutors are located in Lecture Room 2 of the old building and are on duty between the hours of 9:00 to 5:00 each instructional day. The computer lab in the old building also has tutors. These tutors are trained to assist students in the use of the computer equipment, software and with math, science, writing, computer and other assignment. Student may contact instructors for additional information concerning tutors. Students may request a tutor in other areas of course work through the Retention Counselor or the course instructor. Every effort is made to provide students with assistance in order to experience academic success.

Career Development

Students interested in career selection and developments are encouraged to visit the LBHC career center on campus. The Career Center has extensive career related materials including computer based career interest inventories. The TRIO and other Programs provide work site placement to eligible students. LBHC has resume programs on computers located in the Computer lab. Ask computer tutors for assistance. LBHC provides opportunities for on-campus employment interviews throughout the year.

Internships

LBHC promotes internships to provide the student with on the job experience. A number of internships are available each summer in various career areas including but not limited to science, computer science, and business. The student is encouraged to work with academic advisors and instructors concerning internship opportunities. Students may earn academic credit for many of the internships. Internships are available in locally, regionally and nationally.

Disability Support Services

Students with disabilities have the responsibility of identifying themselves and must request appropriate accommodations. Students are encouraged to visit with the Dean Students if they have questions regarding special services. Students should arrange for accommodations at least four weeks prior to the beginning of classes.

Rural Systemic Initiative (RSI)

RSI program is federally funded by the National Science Foundation. The program is designed to assist rurally disadvantaged students and their teachers in Math, Science and Technology based programs. Our grant runs for five years and has been with the Little Big Horn College since 1999. Therefore, this will be our last school year with the College. Beverly Snell, director, is responsible for the overall activities of the Rural Systemic Initiative program. Ardith Hogan, School Site Coordinator, is responsible for the trainings for area teachers. Collena R. Brown, Data/Office Manger is responsible for the in school and LBHC tutors and budget.

Our program offers in school tutoring at the 2 main school districts of the Crow Reservation. We also provide tutors here at the college in subjects of Math, Science and Technology. In addition, offer tutors nights in conjunction with STEM and Trio programs. Office hours are from 8 am to 5pm. We are located in room 113 in the Student Union Building, a set up of table, chairs and three computer stations for research and typing of papers. Please stop by.

TRiO Student Support Service Department

The TRiO Student Support Service provides college students with the support and skills needed to remain in college and complete a degree.

The goal of the TRiO SSS is to increase the college retention and graduate rates for its participants and facilitate the process of transition from one level of higher education to the next. Target Area of Eligibility is College students who are from low-income families, first time students, first generation, and/or with physical or learning disabilities.

Service includes: Crisis intervention and assistance with personal problems and decisions; Assisting students in making educational plan, selecting appropriate course, meeting academic requirement, and planning for Graduation and further education; Assisting students individually or in small groups in completing financial aids

applications or in working with the institution's financial aid office to develop aid packages that will meet the student financial needs for attendance at the institution; Assisting student interested in four-year programs in meeting the academic requirements of those programs. Choosing four year institutions, and applying for admissions and financial aid at those institutions; professionals, other than project staff, working with project students to expose them to the career and other opportunities available to them; A variety of support, personal or academic, provided by other student designed to help project participants adjust to the institution; Any project sponsored activities, such as field trips, Special Lectures, and Symposiums, that have as their purpose the improvement of the project participants' academic progress and personal development. Project sponsored trips to other post-secondary institution for the purpose of acquiring students with institutions that the project participants may wish to attend to further their education (i.e. two-year to four-year transfers or graduate and professional schools); Include a variety of short workshops or seminars (usually a half day or less) on topics that range from stress management and test taking to drug and alcohol abuse; Individual or small group tutoring provided by other students, graduate student or professional staff person; Academic support provided via computers instead of peer or professional tutors; Activities designed to help students gain the skills needed to succeed in the academic programs of the institution.

TCUP-STEM

The Little Big Horn College STEM Project, funded by the National Science Foundation (NSF) has been helping students on the LBHC campus since October, 2003. This program provides support for students who are seeking help in Science, Math and Technology classes and promotes careers in these fields. Opportunities available for students include Tutoring Services, Paid Internships, a Six-Week Summer Academic-Career-Cultural Program, and Career Counseling. All students are encouraged to come by the STEM office in the SUB to find out about tutoring, summer internships around the U.S. and school year employment opportunities.

Title III

The Title III Program of the Little Big Horn College supports institutional capacity development in the following major areas: Academic Improvement, Administrative Management, Student Services, Library Information Resources Development and Faculty Development. One of the critical areas of the Title III Program is to improve student retention rates. The Title III Program provides the following student services: compass testing for student placement, tutoring, transportation and Counseling. Our goal is help student success by providing services to help achieve educational goals.

Services Include:

Retention Counselor – The role of the Retention Counselor is to make contact with every incoming freshman. Students are encouraged to make contact with Retention Counselor with any concerns with financial aid, scholarship applications, daycare needs, transportation needs, tutor requests, and other concerns with college procedures. The Retention Counselor will make contact with any student that has two consecutive absences to identify the nature of the absence and to develop a plan to resume and continue class attendance.

Compass Testing – The Title III Office staff provide administration of the Compass Placement Testing. Check with the Title III Office to find out available times to take the test.

Tutoring Services – Students can request for tutoring by completing a tutor request form available at the appropriate offices. Tutoring is available in all subject areas. Students can also request through the Retention Counselor.

Tutors – There is a demand for student tutors. The Title III, TRIO, RSI and STEM offices can employ qualified students as tutors. We encourage students to share their academic skills by assisting other student to be successful in all subject areas. Students interested in becoming tutors need to complete the Tutor Employment Packet available at the appropriate office. All tutors will need to complete the 16 hour Tutor Training Class available at the beginning of each semester.

Transportation – Transportation is available to students needing transportation to and from the Little Big Horn College campus. Look for posted time schedules for van transportation from outlying areas of Crow Agency. The transportation is free of charge to enrolled students both full time and part time.

Mentor Program – The mentor program is in the developmental stages. For more information on the mentor program, contact the Title III Office or the Retention Counselor.

Apsaalooke Tours

Project Title: Apsaalooke Tours - Tours given by American Indian guides in “Historical Interpretation of the Battle of the Little Bighorn”

Situation Statement: The Little Big Horn College has been on a concession contract since 1967 with the National Park Service to conduct one-hour tours of the Little Big Horn Battle. Visitors want to hear interpretations from the “real” Indians point of view.

Project Description: Provide informational tours of the Little Bighorn Battlefield utilizing Little Big Horn College Crow Indian students and Crow Indian community members to assist visitors with information and guide services.

Project Goals: Increase public understanding and appreciation of the Little Bighorn Battle through American Indian historical interpretation and education with our tour program referred to as Apsaalooke Tours. Provide visitors with an overall positive impression of Crow Indian guide’s hospitality, knowledge, and presentation of the Little Big Horn Battlefield. Provide young Crow entrepreneurs the experience of operating a tourism business in order to obtain knowledge and better business ethics.

Project Outcomes: There have been many doors of opportunity opened for permanent employment with the National Park Service for tours guides by the training and experience they gained from Apsaalooke Tours. We have also had an increase in the number of people taking tours over the years thus bringing in more revenue and creating more jobs for the community. Visitors gain a better understanding of what the Indians point of view is on the Little Bighorn Battle, westward expansion and Crow Culture. Many misconceptions have been made clear to non-Indian people creating public understanding.

Student Tuition and Fees

Tuition Costs

Tuition per Credit	1-11 Credits	\$ 75 per credit
Tuition Package	12-18 Credits	\$1200 total
Tuition over 18	19+ Credits	\$ 1200 + \$75 each additional credit

Fees

Registration Fee		\$30
Late Registration Fee (including Reg. Fee)		\$55
Student Activity Fee		\$25
Building/Technology	1-4 Credits	\$25
Building/Technology	5-8 Credits	\$45
Building/Technology	9-11 Credits	\$70
Building/Technology	12+ Credits	\$90
Computer Lab Fee		\$15
Lab Fee for Science		\$20
Lab Fee for Art		\$30
Library Fee	1-6 Credits	\$ 5
Library Fee	7-11 Credits	\$10
Library Fee	12+ Credits	\$15

Tuition Refund Policy

A portion of the tuition charges maybe refunded to students who officially withdrawals before the fifteenth instructional day. To be eligible for a tuition refund, the student must complete the Little Big Horn College Withdrawal Form and return the completed form to the Registrar’s Office before 5:00 p.m. on the 15th day. **No refund for student fees will**

be made unless they have copy of an official withdrawal form. Refund on books is credited to the student's account based on the condition of the book and a copy of an official withdrawal form. No refund will be made to students who do not officially withdraw or whose misconduct results in suspension or dismissal from the College.

Refund Schedule

The refund schedule is based on instructional days, not including weekends and holidays. Day 1 is the first day of classes as published in the catalog.

	Refund	Charged
Prior to first day of classes	100%	0%
1-5 instructional days	90%	10%
6-10 instructional days	75%	25%
11-15 instructional days	50%	50%
After the 15 th day of classes	No Refund Made to Student	

Outstanding Bills

Students with outstanding bills must make payment arrangements with approval from the Student Billing, Chief Finance Officer, and Dean of Student Services. **Students with outstanding bills will not be permitted to register and will be inputted in the system as HOLD, until arrangements are made in writing.** Arrangements may include deferred payment plan, withholding from scholarships, and institutional work study. Diplomas and official transcripts will be held pending the payment of outstanding bills.

Tuition Scholarships

The Little Big Horn College has authorized tuition scholarships to elders 55 years of age and older. Faculty and staff of Little Big Horn College may be granted tuition scholarship as approved by the immediate supervisor or department head. **The tuition scholarship applies only to either senior or employee discounts not both.** Members of the Board of Trustees are granted tuition scholarships for one class per term while serving on the Board. **The tuition scholarship does not relieve the obligation of fees or the cost of books.**

Transcript Fee

Each student will receive one free official transcript from the Registrar. Each official transcript thereafter costs \$3.00 that is paid to the Accounts Receivable personnel in the Finance Office. Graduates will receive one free official transcript at the time of degree completion and if they have no outstanding bills at the college

Computer Usage Policy

Use of Little Big Horn College lab computers and network is a privilege. It is not a right. Abuse of computer equipment and the network can lead to having your computer user privileges revoked.

Little Big Horn College has computer access available to its students, faculty, and staff. There are several labs on the campus of Little Big Horn College. Each computer lab will be wired to connect to the Internet for research and other academic related purposes. Access to these labs will be on a per basis determination. The computer labs are not a public access point for the general public to use.

Excessive and wasteful printing will not be allowed. Users who wish to print will be given an account username and password which will allow printing access. Users will be allowed to print up to 500 sheets of paper during a semester. If a user has exhausted his/her allowance then the user will need to make a request to the Chief Information Officer to reset printing privileges. There will be an additional cost to the student that must be paid before additional printing privileges are added to his/her account.

All computers are connected to the Internet and have unrestricted access to worldwide electronic resources. It is required that users act responsibly when using the Internet from the college. You must respect the rights of others so that they may use the computers with confidence that the system will be free of malfunctions. Downloading and installing unauthorized software is prohibited. Much of the freeware and shareware downloaded from the Internet contain malicious code that could cause the computer to crash or compromise the integrity and security of the campus network. This software is also used as a means to introduce viruses.

Students will not be issued email accounts. There are several free email Internet sites available to sign up with and use. Examples; yahoo.com, hotmail.com, netscape.com.

All software must be installed on the college's computers by the Technical Support staff. This is to prevent unauthorized and unlicensed software from being loaded onto the computers. This will also insure proper installation and functionality of the software program.

Visiting pornographic and related sites is strictly prohibited.

Chatting over the Internet is also prohibited.

Downloading streaming media to listen to online radio stations and music using software such as but not limited to Real Player and Windows Media player is prohibited.

Misuse and abuse of computer equipment and the network is not allowed and could consequentially lead to the revoke of your computer use privilege.

Examples of misuse and abuse are as follows but not limited to:

1. downloading and uploading reproducing and distributing licensed and copy righted material such as software, music files, pictures, books, documents etc without proper documented authorization is strictly prohibited.
2. installing or attempting to install unauthorized software.
3. changing installed software settings, such as, but not limited to, desktop settings, default setting of software, attempting to disable anti-virus protection software etc...
4. using email inappropriately, such as but not limited to, stalking, sending threats, unsolicited and bulk messages, etc...
5. using the college's network to gain unauthorized access to other networks or computer systems located on the Internet.
6. using the college's computer and network resources for commercial activities , including but not limited to offering services, desktop publishing, software development and advertising for personal financial gain not related to the college.
7. Wasting of college resources including but not limited to excessive printing, Excessive Internet use not related to academics (ie chatting, downloading surfing playing online games ...)
8. Attaching unauthorized hardware to the computers or network systems.
9. unauthorized use of computers and user IDs for purposes other than the purpose they were specifically issued.
10. users must leave the computer labs when a class begins in which he or she is not a registered member of that class.
11. disrupting and prohibiting others access to computer and network resources by using large amounts of network bandwidth (eg downloading large amount of unnecessary data or playing internet games causing network access to slow down, chatting.)
12. excessive use of computer and network resources for personal use and not allowing others' access for their academic related purposes.

Student Advising Policy

Advising Procedures

During Orientation each student will be assigned an advisor. If the student is an undeclared major he/she will be assigned to the general academic advisor. Once the student has declared a major, the student will be assigned to an advisor (faculty member) in his/her major. The student's advisor is responsible for providing guidance to the student in course and major selection as well as informing students of internship opportunities and other school related information. The student's first meeting with the advisor will occur during registration. Students should then schedule a meeting with their advisor to complete a plan of study within the first two weeks of classes. The plan of study is completed in order for the student to have a clear idea of which classes they will be taking over the next two years. However, the plan of study is not a substitute for the student continuing to meet with the advisor for class registration in following semesters. Students are required to meet with their advisor to add/drop classes, to withdraw from a class or to withdraw from school completely. Students are also required to meet with

their advisor at mid-term time in order to discuss their mid-term progress and problems or issues that may have arisen. This meeting is required in order for students to receive their Pell grants. As well students are asked to meet with their advisor at the end of each semester in order to discuss their status, their advancement toward completion of their degree and classes to register for the next semester.

Advising check list for Advisors and Students:

CHECKLIST FOR *NEW STUDENT ADVISEE*

- ____ 1. **See Adviser.**
- ____ 2. **Make appointment with adviser to design Plan of Study.**
- ____ 3. **Get copy of the Plan of Study.**
- ____ 4. **Review Plan of Study with Adviser.**
- ____ 5. **Make follow-up appointment with Adviser before Add/Drop deadline.**
- ____ 6. **Contact adviser if you: add or drop a class, withdraw from school, have problems or need assistance.**
- ____ 7. **Do a Mid-term grade check and follow-up appointment with adviser.**

CHECKLIST FOR *RETURNING STUDENT ADVISEE*

- ____ 1. **Review Plan of Study before registration with Adviser.**
- ____ 2. **Revise Plan of Study as necessary.**
- ____ 3. **Get copy of new Plan of Study.**
- ____ 4. **Review Plan of Study with Adviser.**
- ____ 5. **Evaluate for possibility of graduating**
- ____ 6. **If you can graduate, fill out the Petition to Graduate which is due in November for Spring Graduation.**
- ____ 7. **Do a Mid-term grade check and a follow-up appointment with adviser.**

PLAN OF STUDY

Student Name _____
Catalog Year _____
Major _____
Today's date _____
Advisor's name _____

Semester _____		
<i>Number</i>	<i>Name</i>	<i>Credits</i>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
Total.....		

Semester _____		
<i>Number</i>	<i>Name</i>	<i>Credits</i>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
Total.....		

Semester _____		
<i>Number</i>	<i>Name</i>	<i>Credits</i>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
Total.....		

Semester _____		
<i>Number</i>	<i>Name</i>	<i>Credits</i>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
Total.....		

Semester _____		
<i>Number</i>	<i>Name</i>	<i>Credits</i>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
Total.....		

Semester _____		
<i>Number</i>	<i>Name</i>	<i>Credits</i>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
Total.....		

DEGREES

All students seeking Associate of Arts or Science Degrees are required to complete thirty-five or thirty-six (35-36) Core Requirement credits as well as the Program of Study's required credits. All students must declare a Program of Study or Major at the time of admission. Students will then be assigned an advisor. The student should meet with their advisor on a regular basis for additional information and assistance. See Student Services section for information concerning changing a Program of Study.

Associate of Arts in Business Administration

AA in Business Administration: Small Business Management Option

Associate of Arts in Crow Studies

AA in Crow Studies: Native American Studies Option

Associates of Arts in Education: Elementary Education Option

Associates of Arts in Education: Early Childhood Education Option

Associate of Arts in Human Services

AA in Human Services: Psychology Option

Associate of Science in Information Systems

AS in Information Systems: Office Systems Management Option

AS in Information Systems: Multi-Media Option

One Year Certificate: Information Technology Assistant

Associate of Arts in Liberal Arts

Associates of Science in Mathematics

Associate of Science in Science: Community Health Option

Associate of Science in Science: Environmental Health Option

AS in Science: Natural Resources/Environmental Science Option

AS in Science: Tribal Natural Resources/Environmental Science Option

Associate of Science in Science: Pre-Engineering Option

Associate of Science in Science: Biology/Pre-Medical Option

Associate of Science in Science: Life Science/Pre-Nursing Option

Pilot Programs:

Associate of Arts in Directed Individualized Studies

Associate of Arts in Tribal Legal Studies

CORE REQUIREMENTS

Students will need to complete 35-36 credits from these categories of Core Requirements. Choose one course from each category. These courses + the Program of Study courses complete a degree. Other courses may not be substituted for Core requirements courses. Courses that are in the Program of Study may not be taken as a Core course. Students should be aware that a grade of "D" in a Core course will not transfer to the Montana University System.

Students must take **one course** from each of the following categories.

Crow Language, (CL)3 credits

CS 101, Crow Language 1 F/S/SU

CS 102, Crow Language 2 S

CS 103, Conversational Crow F

CS 104, Intermediate Crow S06

College Writing (W), 3 credits

CA 101, Composition 1 F/S/SU

Quantitative Reasoning (Q), 4 credits

MA 105, College Algebra F/S

MA 165, Pre-Calculus F/S

College Seminar (S), 3 credits

CA 112, Public Speaking F/S/SU

CA 211/HS 231, Interpersonal Communication F

CA 203, Research Writing F/S

CA 235/BU 235, Business Communication F

Diversity (D), 3 credits

AN 111, Cultural Anthropology S

AN 120, Environment & Culture S

BU 230, Intro. To Organizational Behavior S

CS 210, Plains Indian Sign Language S

CS 230, Contemp Issues of American Indians F05

HI 105, World Civilization S/SU

HU 136, World Religions F

SS 202, Intro. To Comparative Government S

Crow Studies (CS), 3 credits

CS 135, Crow Oral Literature S07

CS 136, Crow Socio-Familial Kinship S/SU

CS 224, Crow History F06

CS 138, History of Crow Chiefs F06

AG 135/CS 137, Horse in Crow Culture S07

Students must take **one course** from each of the science categories, **one of which must have a lab.**

Natural Science (N), 3-4 credits

SC 101, Mysteries of the Sky F

SC 104/105, Intro. To Geology/Lab S

SC 110/111, Principles of Cell Biology/Lab F

SC 112/113, Diversity of Life/Lab S

SC 116/117, Physical World Around Us/Lab S

SC 120/119, Botany/Lab S

SC 121/125, Intro. To General Chemistry/Lab F

SC 201, Soils S

Contemporary Issues in Science (CIS), 3-4 credits

HE 202, Core Health Concepts SU

HE 214/SC 214, Nutrition S

SC 102/103, Ecology/Lab F

SC 203/204, Range Land Resources/Lab F

SC 244, Environmental Science S

Students must take one course from each of the remaining 3 categories. **One of these courses must be a Crow Studies course.**

Arts (A), 3 credits

CA 206, Creative Writing S

CS 133, Crow Art S

CS 134, Music & Dance of the Crow Indians F

HU 102, Music Appreciation F

HU 103, Foundations of Art S

HU 227, American Indian Representation in Film F

IS 211, HTML and Web Page Design F

Humanities (H), 3 credits

CA 106, Introduction to Literature S

CS 108, Literature of the American Indian F

CS 211, American Indian Thought & Phil. F

HI 201, U.S. History 1 F/SU

HI 202, U.S. History 2 S06

HU 101, Survey of Humanities S

Social Science (SS), 3 credits

BU 105, Economic Way of Thinking F

BU 211, Intro. To Business F

BU 228, Macroeconomics F

BU 229, Microeconomics S

CS 131, Intro. To Native Amer. Studies F/SU

CS 231, Amer. Indian Political Science S

CS 233, Anthropology of Amer. Indians S07

ED 250, Educational Psychology F

PY 101, General Psychology F

PY 203, Abnormal Psychology F

PY 204, Social Psychology F05

SS 101, Intro. To Sociology F/SU

HE 201, Personal Health, Wellness, & Safety F

HS 111, Chemical Dependency F

BUSINESS DEPARTMENT

ASSOCIATES OF ARTS IN BUSINESS ADMINISTRATION:

This program of study is designed to prepare students with the practice business skills, knowledge, information and research to continue into various disciplines in a four-year business program. Another facet of this degree is to prepare students with the knowledge and practice for applying their skills in agricultural operations, corporations, entry level governmental and non-profit management or administration, service industry, small businesses, tourism, and other business areas in the community. Majors will have discipline option to focus on specific careers

Program of Study		Credits	Term	Date taken...Grade
BU 210	Business Law	3	S	_____
BU 211	Introduction to Business	3	F	_____
BU 221	Principles of Accounting I	3	F	_____
BU 222	Principles of Accounting II	3	S	_____
BU 228	Macroeconomics	3	F	_____
BU 229	Microeconomics	3	S	_____
BU 230	Intro to Organizational Behavior	3	S	_____
BU 243	Contemporary Business Math	3	F	_____
MA 216	Elementary Statistics	3	F/S/Su	_____

Choose 2 elective courses from the following:

BU 224	Computerized Accounting	3	F	_____
BU 241	Small Business Management	3	S	_____
BU 276	Internship – Options: Governmental organizations, educational institutions, and service industry or by design	3	OD	_____
IS 203	Information Systems II	3	F/S	_____
IS 212	Multi-media Technology Troubleshooting	3	F/S	_____

Total Program of Study Credits: 36

Students must take the following Core Requirements & must earn a “C” or better:

BU 105	Economic Way of Thinking (SS)	3	F	_____
BU 235	Business Communication (S)	3	F	_____

35-36 Core requirements + 36 Program of Study Credits = 68-69 Total Credits

BUSINESS DEPARTMENT

ASSOCIATES OF ARTS IN BUSINESS ADMINISTRATION:

SMALL BUSINESS MANAGEMENT OPTION

This two-year program is designed to give learners the skills and necessary knowledge for employment in business areas such as governmental organizations and small businesses. The focus of this discipline is to introduce and provide training, skills, research, and practices for entry-level supervisory positions and the administrative fundamentals in the small business, corporate, and governmental employment sectors.

Program of Study		Credits	Term	Date taken	Grade
BU 210	Business Law	3	S	_____	
BU 211	Introduction to Business	3	F	_____	
BU 221	Principles of Accounting I	3	F	_____	
BU 222	Principles of Accounting II	3	S	_____	
BU 224	Computerized Accounting	3	F	_____	
BU 228	Macroeconomics	3	F	_____	
BU 229	Microeconomics	3	S	_____	
BU 230	Intro to Organizational Behavior	3	S	_____	
BU 241	Small Business Management	3	S	_____	
MA 216	Elementary Statistics	3	F/S/Su	_____	

Choose 1 elective course from the following:

BU 243	Contemporary Business Math	3	F	_____	
BU 276	Internship – Options: Governmental organizations, educational institutions, and service industry or by design	3	OD	_____	

Total Program of Study Credits: 33

Students must take the following Core Requirements & must earn a “C” or better:

BU 105	Economic Way of Thinking (SS)	3	F	_____	
BU 235	Business Communication (S)	3	F	_____	

35-36 Core requirements + 33 Program of Study Credits = 68-69 Total Credits

CROW STUDIES DEPARTMENT

ASSOCIATE OF ARTS DEGREE IN CROW STUDIES

This program of study is designed for students to examine the historical, political, economic, artistic, linguistic and social components of Crow Indian culture. This major will fulfill requirements in American Indian culture and language, and teacher certification.

Program of Study		Credits	Term	Date taken	Grade
CS 102	Crow Language II	3	S	_____	
CS 104	Intermediate Crow Lang.	3	S06	_____	
CS 131	Intro to Native American Studies	3	F/Su	_____	
CS 133	Crow Indian Art	2	S	_____	
CS 134	Music and Dance of the Crow Indians	3	F	_____	
CS 135	Crow Oral Literature	3	S07	_____	
CS 210	Plains Indian Sign Language	3	S	_____	
CS 224	Crow History	3	F06	_____	
CS 231	American Indian Political Science	3	S	_____	
CS 233	Economics in Indian Country	3	S07	_____	
CS 240	American Indian Ed. History & Issues	3	F	_____	

Select one course from the following:

AG 135	Horse in Crow Culture	3	S07	_____	
CS 108	Literature of the American Indian	3	F	_____	
CS 225	Montana Indians	3	S06	_____	
CS 232	American Indian Law	3	F	_____	

Total Program of Study Credits: 35

Students must take the following Core Requirements & must earn a “C” or better:

CS 136	Crow Socio-familial Kinship (CS)	3	S/Su	_____	
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35-36 Core Req. Credits + 35 Program of Study Credits: 70-71 Total Credits

CROW STUDIES DEPARTMENT

ASSOCIATE OF ARTS DEGREE IN CROW STUDIES:

NATIVE AMERICAN STUDIES OPTION

This program of study is designed for students planning to transfer to a four year college. In addition to the study of Native American culture, the major is intended to prepare graduates to work with Indian people, transfer to a four year program in Native American Studies or related field, and/or fulfill the requirements of endorsement of teachers instructing Native American Studies on or near Indian reservations.

The Core Requirement courses are required in addition to the following courses in the program of study:

Program of Study	Credits	Term	Date taken	Grade
CS 131 Introduction to Native American Studies	3	F/Su	_____	_____
CS 223 Anthropology of American Indian	3	F05	_____	_____
CS 225 Montana Indians	3	S06	_____	_____

Select seven courses from the following:

AN 231 Indigenous World Views	3	S	_____	_____
CS 102 Crow Language I	3	S	_____	_____
CS 103 Conversational Crow	3	F	_____	_____
CS 104 Int. Crow Language	3	S06	_____	_____
CS 137 The Horse in Crow History & Culture	3	S07	_____	_____
CS 138 The History of Crow Chiefs	3	F06	_____	_____
CS 211 American Indian Thought & Philosophy	3	F	_____	_____
CS 230 Contemporary Issues of American Indians	3	F05	_____	_____
CS 231 American Indian Political Science	3	S	_____	_____
CS 232 American Indian Law	3	F	_____	_____
CS 233 Economics in Indian Country	3	S07	_____	_____
CS 240 American Indian Ed. History & Issue	3	F	_____	_____
CS 210 Plains Indian Sign Language	3	S	_____	_____

Total Program of Study Credits: 30

Students must take the following Core Requirements & must earn a “C” or better:

CS 108 Literature of the American Indian (H)	3	F	_____	_____
CS 136 Crow Socio-familial Kinship (CS)	3	S/Su	_____	_____
CA 203 Research Writing (S)	3	F/S	_____	_____

35-36 Core Req. Credits + 30 Program of Study Credits = 65-66 Total Credits

EDUCATION DEPARTMENT

ASSOCIATE OF ARTS DEGREE IN EDUCATION:

ELEMENTARY EDUCATION OPTION

This program of study is primarily designed to prepare students for transfer to a four-year institution in order to continue course work in elementary Education and/or Special Education. The program of study may also be transferred to Montana State University Billings to fulfill the first two years of the BS/LS Degree in Early Childhood.

Program of Study		Credits	Term	Date taken	Grade
AN 120	Environment and Culture	3	S	_____	
CS 131	Native American Studies	3	F/Su	_____	
CS 240	Indian Education Issues	3	F	_____	
ED 102	Art for Elem. Teachers	2	S	_____	
ED 120	Schools, Society and Family	3	F	_____	
ED 205	Exceptional Learner/lab	3	S	_____	
ED 210	Educational Technology	2	Su	_____	
ED 250	Educational Psychology/Lab	3	F	_____	
HE 202	Health Core Issues	3	Su	_____	
HI 105	World Civilization since 1500	3	S/Su	_____	
PY 201	Lifespan Development/lab	3	S	_____	
Total Program of Study Credits		31			

Students must take the following Core Requirements & must earn a “C” or better:

CA 203	Research Writing (S)	3	F/S	_____	
HU 101	Survey of Humanities (H)	3	S	_____	
HU 102	Music Appreciation (A)	3	F	_____	
PY 101	General Psychology (SS)	3	F	_____	
SC 110/111	Principles of Cell Biology/Lab	4	F	_____	
SC 116/117	Phys. World Around Us/Lab (N)	4	S	_____	
HI 201 or 202	U.S. History	3	F/Su S06	_____	

35-36 Core Req. Credits + Program of Study 31 Credits: 66 - 67 Total Credits

HUMAN SERVICES DEPARTMENT

ASSOCIATE OF ARTS DEGREE IN HUMAN SERVICES

Human services is a broad field of study that will help students develop into professionals who are capable of assisting individuals, families, and communities in culturally significant life situations. These courses will educationally prepare students in their efforts to help people grow in ability, health, and responsibility. Students will be able to transfer to a four year institution where they can become more specialized in areas of interest related to human service or they will be able to gain experience in the local human services organizations through employment.

Program of Study		Credits	Term	Date taken...Grade
HS 111	Chemical Dependency	3	F	_____
HS 130	Introduction to HS / MH	2	F	_____
HS 132	Fundamentals of Counseling	3	S	_____
HS 231	Elements of Human Relations	3	F	_____
HS 226	Drugs and Society	3	S	_____
HS 233	Legal Ethical and Prof. issues	3	S	_____
HS 244	Clinical Orientation	1	OD	_____
HS 276	Clinical Practicum	4	OD	_____
PY 201	Lifespan Development	3	S	_____
PY 102	American Indian Psychology	3	S	_____
PY 101	General Psychology	3	F	_____
Total Program of Study Credits:		31		

Students must take the following Core Requirements & must earn a "C" or better:

CA 203	Research Writing	(S)	3	F/S	_____
CS136	Crow Social Familial Kinship (CS)		3	S/Su	_____
SC 110/111	Principles of Biology/lab	(N)	4	F	_____

Recommended Courses:

MA 216	Elementary Statistics		3	F/S/Su	_____
SS 101	Introduction to Sociology		3	F/Su	_____

35-36 Core Requirement Credits + 31 Program of Study Credits = 66-67 Total Credits

HUMAN SERVICES DEPARTMENT

ASSOCIATE OF ARTS DEGREE IN HUMAN SERVICES

PSYCHOLOGY OPTION

Psychology is the science of behavior and mental processes. Behavior is anything an organism does and mental processes are the internal subjective experiences we infer from behavior – sensations, perceptions, dreams, thoughts, beliefs, and feelings. Students will achieve the knowledge of Psychology through scientific methods and through Indian cultural learning styles. This knowledge will transfer to four-year institutions to concentrate on specialized areas of study in the field of psychology and it will also enable employment in local organizations for assisting social growth within the community.

Program of Study	Credits	Term	Date taken...Grade
HS 111 Chemical Dependency	3	F	_____
HS 233 Legal, Ethical and Prof. issues	3	S	_____
PY 101 General Psychology	3	F	_____
PY 102 American Indian Psychology	3	S	_____
PY 130 Introduction to HS / MH	2	F	_____
PY 201 Lifespan Development	3	S	_____
PY 203 Abnormal Psychology	3	S	_____
PY 204 Social Psychology	3	F05	_____
PY 205 Theories of Personality	3	F06	_____
PY 244 Clinical Orientation	1	OD	_____
PY 276 Clinical Practicum	4	OD	_____
Total Program of Study Credits:	31		

Students must take the following Core Requirements & must earn a “C” or better:

CA 203 Research Writing (S)	3	F/S	_____
CS 136 Crow Social Familial Kinship (CS)	3	S/Su	_____
SC 110/111 Principles of Biology/lab (N)	4	F	_____

Recommended Courses:

SS 101 Introduction to Sociology	3	F/Su	_____
MA 216 Elementary Statistics	3	F/S/Su	_____

35-36 Core Requirement Credits + 31 Program of Study Credits = 66-67 Total Credits

INFORMATION SYSTEMS DEPARTMENT

ASSOCIATES OF SCIENCE DEGREE IN INFORMATION SYSTEMS:

Multi-Media Option

The Information Systems (IS) program of study is designed to provide students with a background in Multi-Media systems, applications, theories, current practices, and future trends. Majors will conceptualize, design and implement multi-media solutions and build bridges between technical realities, organizational functions, problem-solving and decision-making. This degree will prepare a student to transfer to a senior institution in business, humanities, computer science or information programs of study or for entry-level positions such as video and graphic production.

Program of Study		Credits	Term	Date taken...Grade
BU 243	Contemporary Business			
	Mathematics	3	F	_____
CA 107	Introduction to Journalism	3	OD	_____
CA 235	Business Communications	3	F	_____
CP 101	Foundations of Computer Science	3	F	_____
CP 102	Introduction to Programming	3	S	_____
IS 101	Foundations of Information Systems	3	F/S	_____
IS 102	Information Systems I	3	F/S	_____
IS 212	Multi-Media Technology/ Troubleshooting	3	F	_____
IS 260	Geographic Information Systems	3	F	_____
MA 216	Elementary Statistics	3	F/S/Su	_____

Students must take the following Core Requirements & must earn a “C” or better:

BU 211	Introduction to Business (SS)	3	F	_____
CA112	Public Speaking (S)	3	F/S/Su	_____
IS 211	HTML & Web Page Design (A)	3	F/S	_____

35-36 Core requirements + 30 Program of Study = 65-66 Total Credits

*** Students completing all or certain portions of this program of study may apply for the Microsoft Office User Specialist Program for certifying proficiency in Microsoft Office desktop applications and Microsoft Project. This certification can be a valuable asset in any job search or career advancement.**

INFORMATION SYSTEMS DEPARTMENT

ONE YEAR CERTIFICATE: INFORMATION TECHNOLOGY ASSISTANT

The Information Systems Department offers a one-year certificate program for students interested in immediate job preparation and placement. Students are required to successfully complete the entire course listed in the Certificate Program but are not required to complete the Core Requirements. The course work in the Certificate Program may be used to complete course work in the Information Systems Program of Study.

Certificate Requirements		Credits	Term	Date taken...Grade
BU 105	Economic Way of Thinking	3	F	_____
BU 121	Introduction To Accounting	3	S	_____
BU 243	Contemporary Business Math	3	F	_____
CA 112	Public Speaking	3	F/S/Su	_____
IS 102	Information Systems I	3	F/S	_____
IS 203	Information Systems II	3	F/S	_____
IS 204	Information Systems III	3	F/S	_____
IS 212	Multi-Media Tech/Troubleshooting	3	S	_____
IS 230	Integration	3	S	_____

Total credits required for Certificate **27**

Suggested Plan of Study

Fall	Year 1	Spring	Year 1
BU 105	3cr	BU 121	3cr
BU 243	3cr	IS 203	3cr
CA 112	3cr	IS 204	3cr
IS 102	3cr	IS 212	3cr
		IS 230	3cr
Total	12cr	Total	15cr

This also qualifies students to certify proficiency in Microsoft Office desktop applications and Microsoft Project (MOUS). This certification can be a valuable asset in any job search or career advancement.

LIBERAL ARTS DEPARTMENT

ASSOCIATE OF ARTS DEGREE IN LIBERAL ARTS

The Liberal Arts curriculum is designed for the student who wants a liberal education with emphasis on the humanities and social sciences. It is not intended for the student who is undecided about a major. It includes courses in literature, art, culture, history and the social sciences. The program of study provides a sound educational background that leads to senior level success. The program also strengthens understanding and knowledge of skills and issues pertinent to full participation in the Crow Indian community. The Liberal Arts program of study effectively transfers to the Liberal Studies programs at the University of Montana--Missoula and MSU Billings.

Program of Study	Credits	Term	Date taken...Grade
AN 111 Cultural Anthropology	3	S	_____
CA 106 Introduction to Literature	3	S	_____
CS 131 Intro Native American Studies	3	F/Su	_____
HI 105 World Civilization since 1500	3	S/Su	_____
HI 201 U.S. History I	3	F/Su	_____
HS 231 Elements of Human Relations	3	F	_____
HU 101 Survey of Humanities	3	S	_____
HU 103 Foundations of Art	3	S	_____
HU 136 Intro to World Religions	3	F	_____
HU 227 American Indian Representations In Film	3	F	_____
PY 101 Intro to Psychology	3	F	_____
Total Program of Study Credits:	33		

Students must take the following Core Requirements & must earn a “C” or better:

CA 203 Research Writing (S)	3	F/S/Su	_____
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It is strongly recommended that students planning on transferring to the University of Montana complete either CS 102 or CS 103.

35-36 Core Req. Credits + Program of Study 33 Credits: 68-69 Total Credits

MATHEMATICS DEPARTMENT

ASSOCIATE OF SCIENCE DEGREE IN MATHEMATICS

The Mathematics Program of Study is designed as a transfer program to prepare a student for entry level studies in math, science, computer science, engineering and teaching mathematics at the secondary level. Completing a higher level degree in this area may qualify the student for employment in research areas of government, education, business, and industry. The courses are corresponding to meet the needs of the student who will transfer at entry level to a four-year degree program.

Program of Study	Credits	Term	Date taken...Grade
CA 203 Research Writing	3	F/S/Su	_____
CP 101 Foundations of Programming	3	F	_____
CP 102 Intro to Computer Science	3	S	_____
IS 102 Information Systems I	3	F/S	_____
IS 203 Information Systems II	3	F/S	_____
IS 204 Info Sys Integration	3	F/S	_____
MA 216 Elementary Stats	3	F/S/Su	_____
SC 224 /225 Intro to Biochemistry/lab	4	Su	_____
Total Program of Study Credits	25		

Students must take the following Core Requirements & must earn a “C” or better:

CA 112 Public Speaking (S)	3	F/S/Su	_____
IS 211 HTML & Webpage Design (A)	3	S	_____
MA 165 Pre-Calculus (Q)	4	F/S	_____
SC121/125 Intro to Gen Chemistry /Lab (N)	4	F	_____
Either			
BU 228 Macroeconomics (SS)	3	F	_____
Or			
BU 229 Microeconomics (SS)	3	S	_____

35-36 Core Req. Credits + 25 Program of Study Credits: 60-61 Total Credits

SCIENCE DEPARTMENT

ASSOCIATE OF SCIENCE DEGREE IN SCIENCE:

COMMUNITY HEALTH OPTION

The Community Health option is concerned with improving health and well-being for the promotion of healthful lifestyles, community actions for health, and conditions that make it possible to live healthy lives. This option is designed to transfer to a four year degree program in community health, which prepares students for entry-level positions conducting planning, administration, evaluation, research and teaching in community health settings. These settings include nonprofit agencies, family planning agencies, state and federal health agencies, schools and community health centers.

Program of Study		Credits	Term	Date taken...Grade
HE 201	Personal Health/Wellness	3	F	_____
HS 111	Chemical Dependency	3	F	_____
HS 226	Drugs & Society	3	S	_____
MA 216	Elementary Statistics	3	F/S/Su	_____
PY 201	Lifespan Human Development	3	S	_____
SC121/125	Intro to Chemistry/lab	4	F	_____
SC 210	Anatomy & Physiology I	4	F	_____
SC 211	Anatomy & Physiology II	4	S	_____
SC 214	Nutrition	3	S	_____
SS 101	Intro to Sociology	3	F/Su	_____

Total program of Study Credits: 33

Students must take the following Core Requirements & must earn a "C" or better:

PY 101	Intro to Psychology (SS)	3	F	_____
SC 110	Principles of Cell Biology & Lab (N)	4	F	_____
SC 244	Environmental Science (CIS)	3	S	_____

35-36 Core Req. Credits + Program of Study 33 Credits: 68-69 Total Credits

SCIENCE DEPARTMENT

ASSOCIATE OF SCIENCE DEGREE IN SCIENCE:

ENVIRONMENTAL HEALTH OPTION

The environmental health option offers students a broad understanding of the biological, chemical and physical factors in our environment that interact with human health. This option is designed to transfer to a four year degree program in environmental health, which includes as subject areas epidemiology of human diseases, control of hazardous substances in water, air and food, and environmental control in medical care facilities. Students can go on to pursue careers with federal, state and local health and protection agencies, environmental health with the Indian Health Service, or industry, or pursue graduate work in environmental health or environmental engineering.

Program of Study		Credits	Term	Date taken...Grade
MA 216	Statistics	3	F/S/Su	_____
PY 101	Intro to Psychology	3	F	_____
SC 110/111	Principles of Cell Biology & Lab	4	F	_____
SC 210	Anatomy & Physiology I & Lab	4	F	_____
SC 211	Anatomy & Physiology II & Lab	4	S	_____
SC 212/213	Microbes & Disease & Lab	3	S	_____
SC 222/223	Intro to Organic Chemistry & Lab	4	S	_____

Total program of Study Credits: 25

Students must take the following Core Requirements & must earn a "C" or better:

CA 203	Research Writing	(S)	3	F/S	_____
MA 165	Pre-Calculus	(Q)	4	F/S	_____
SC 121/125	Intro to General Chemistry/Lab	(N)	4	F	_____
SC 244	Environmental Science	(CIS)	3	S	_____
SS 101	Intro to Sociology	(SS)	3	F/Su	_____

Recommended: CA 112 Public Speaking; AN 120 Environment & Culture

35-36 Core Req. Credits + 25 Program of Study Credits: 60-61 Total Credits

SCIENCE DEPARTMENT

ASSOCIATE OF SCIENCE DEGREE IN SCIENCE:

NATURAL RESOURCES/ ENVIRONMENTAL SCIENCE OPTION

This degree program is for students wanting to become natural resource managers or environmental science professionals, and who intend to go on to earn a bachelor's degree.

Natural resource management is a broad field where professionals work to preserve, conserve and manage natural resources. Careers may be in wildlife, forestry, range management, agriculture, outdoor recreation, fisheries or many other areas. Environmental science careers focus on environmental protection and rehabilitation from harmful human impacts, such as overgrazing, mining and pollution. Careers may be in protection or clean up of land, water or air resources.

Program of Study		Credits	Term	Date taken...Grade
MA 165	PreCalculus	4	F/S	_____
MA 216	Statistics	3	F/S/Su	_____
SC 102/103	Ecology/Lab	4	F	_____
SC 110/111	Principles of Cell Biology/Lab	4	F	_____
SC 112/113	Diversity of Life/Lab	4	S	_____
SC 222/223	Intro to Organic Chem/Lab	4	S	_____
7 or more additional credits selected from:				
IS 260	GIS	3	F	_____
SC 104/105	Geology/Lab	4	S	_____
SC 120/119	Botany/Lab	4	S	_____
SC 201	Soils	3	S	_____
SC 203/204	Rangeland Resources/Lab	4	F	_____
SC 205	Natural Resources Camp I	2	Su07	_____
SC 206	Natural Resources Camp II	2	Su06	_____
SC 224/225	Intro to Biochemistry/Lab	4	Su	_____
SC 230	Forest Fire Management	2	S	_____
SC 240	Tree Biology	3	S07	_____
SC 276	Science Internship	1 – 4	OD	_____

Or, other science courses relevant to career plans, with prior approval of NR/ES advisor.

Total Program of Study Credits: 30

Students must take the following Core Requirements & must earn a “C” or better:

CA 203	Research Writing (S)	3	F/S	_____
SC 121/125	Intro to General Chemistry/Lab (N)	4	F	_____
SC 244	Environmental Science (CIS)	3	S	_____

Take one of the following for Social Science (SS) core:

BU 229	Microeconomics	3	S	_____
BU 105	Economic Way of Thinking	3	F	_____
CS 131	Intro to NAS	3	F/Su	_____

These two classes are strongly recommended: SC 122/126 Biochemistry/lab; CA 112 Public Speaking

The following core classes are recommended as most useful to NR/ES careers, but are not required: AN 120, CS 224, CS 137, HI 202, or IS 211.

35-36 Core Req. Credits + 30 Program of Study Credits = 65-66 Total Credits

SCIENCE DEPARTMENT

ASSOCIATE OF SCIENCE DEGREE IN SCIENCE:

TRIBAL NATURAL RESOURCES/ENVIRONMENTAL SCIENCE OPTION

This degree is designed for students who want to work for their Tribe in an entry level or technician position upon completing an Associates Degree. Students who later decide to go on to a Bachelor's degree are strongly encouraged to take an additional semester of chemistry, cell biology and math prior to transferring.

Natural resource management is a broad field where professionals work to preserve, conserve and manage natural resources. Careers may be in wildlife, forestry, range management, agriculture, outdoor recreation, fisheries or many other areas. Environmental science careers focus on environmental protection and rehabilitation from harmful human impacts, such as overgrazing, mining and pollution. Careers may be in protection or clean up of land, water or air resources.

Program of Study		Credits	Term	Date taken...Grade
CA 112	Public Speaking	3	F/S/Su	_____
CS 131	Intro to NAS	3	F/Su	_____
IS 260	GIS	3	F	_____
SC 112/113	Diversity of Life/Lab	4	S	_____
SC 102/103	Ecology/Lab	4	F	_____
SC 201	Soils	3	S	_____
SC 203/204	Rangeland Management	4	F05	_____
7 or more additional credits selected from:				
MA 165	Pre-Calculus	4	F/S	_____
MA 216	Statistics	3	F/S/Su	_____
SC 119/120	Botany/Lab	4	S06	_____
SC 205	Natural Resources Camp I	2	Su07	_____
SC 206	Natural Resources Camp II	2	Su06	_____
SC 222/223	Intro to Organic Chemistry/Lab	4	S	_____
SC 224/225	Intro to Biochemistry/Lab	4	Su	_____
SC 230	Forest Fire Management	2	S	_____
SC 240	Tree Biology	3	S07	_____
SC 276	Science Internship	1 – 4	OD	_____

Or, other science courses relevant to career plans, with prior approval of NR/ES advisor.

Total Program of Study Credits: 31

Students must take the following Core Requirements & must earn a "C" or better:

CA 203	Research Writing (S)	3	F/S	_____
CS 224	Crow History (CS)	3	F06	_____
SC 121/125	Intro to General Chemistry/Lab (N)	4	F	_____
SC 244	Environmental Science (CIS)	3	S	_____

Take one of the following for Social Science (SS) core:

BU 105	Economic Way of Thinking	3	F	_____
BU 229	Microeconomics	3	S	_____

The following core classes are recommended as most useful to Tribal NR/ES careers, but are not required. Arts IS 211, Humanities: HI 202, Diversity: AN 120, BU 230, CS 230, or SS 102

35-36 Core Req. Credits + 31 Program of Study Credits = 65-66 Total Credit

SCIENCE DEPARTMENT

ASSOCIATE OF SCIENCE DEGREE IN SCIENCE:

PRE-ENGINEERING OPTION

The Pre-Engineering degree is designed to prepare students to pursue a career in engineering. There are numerous fields in engineering a few of them are: bio-resources, chemical, civil, computer, construction technology, electrical, environmental, geological, geophysical, industrial, mechanical, mining, and petroleum engineering. Each field is unique and offers many challenges and opportunities for the student. The general educational background necessary for all engineering fields is very similar. This program is designed to meet the needs of the student who will transfer to entry into a four-year university engineering degree program.

Program of Study		Credits	Term	Date taken...Grade
CA 203	Research Writing	3	F/S	_____
CP 102	Introduction to Programming	3	F	_____
IS 101	Foundations of Information Systems	3	F/S	_____
IS 102	Information Systems I	3	F/S	_____
IS 203	Information Systems II	3	F/S	_____
MA 216	Elementary Stats	3	F/S/Su	_____
SC 121/125	Intro to Gen Chemistry /Lab	4	F	_____
SC 224/225	Intro to Biochemistry /Lab	4	Su	_____

8 or more additional credits selected from:

CP 102	Introduction to Computer Science	3	S	_____
CP 254	Programming Language	3	S	_____
IS 260	GIS	3	F	_____
SC 102/103	Ecology/Lab	4	F	_____
SC 104/105	Intro to Geology/Lab	4	S	_____
SC 112/113	Diversity of Life/Lab	3	S	_____
SC 119/120	Botany/lab	4	S06	_____
SC 201	Soils	3	S	_____
SC 203	Rangeland Management	4	F05	_____
SC 205	Natural Resources Camp I	2	Su07	_____
SC 206	Natural Resources Camp II	2	Su06	_____
SC 210	Anatomy and Physiology I	4	F	_____
SC 211	Anatomy and Physiology II	4	S	_____
SC 212	Microbes and Disease	4	S	_____
SC 222/223	Intro to Organic Chemistry/Lab	4	S	_____
SC 240	Tree Biology	3	S07	_____
SC 276	Science Internship	1 – 4	OD	_____

Or, other courses relevant to career plans, with prior approval of advisor.

Total Program of Study Credits: 34

Students must take the following Core Requirements & must earn a “C” or better:

CA 112	Public Speaking	(S)	3	F/S/Su	_____
IS 211	HTML & Webpage Design	(A)	3	S	_____
MA 165	Pre-Calculus	(Q)	4	F/S	_____
SC 110/111	Principles of Cell Biology/Lab	(N)	4	F	_____

35-36 Core Req. Credits + 34 Program of Study Credits: 69-70 Total Credits

SCIENCE DEPARTMENT

ASSOCIATE OF SCIENCE DEGREE IN SCIENCE:

LIFE SCIENCE/PRE-NURSING OPTION

This program of study is for those students who are pursuing a degree as a Registered Nurse and wish to earn an Associate of Arts Degree prior to receiving a two-year or four-year degree at another institution. Fulfilling LBHC requirements will allow a student to acquire many of the courses offered in two-year RN programs, or prepare for transfer to a four-year institution at the junior level.

To earn a degree in Science: Pre Nursing Option, a student must complete the core Requirements as well as the courses listed below:

Program of Study		Credits	Term	Date taken...Grade
MA 216	Statistics	3	F/S/Su	_____
PY 201	Lifespan Development	3	S	_____
SC 110/111	Principles of Cell Biology/lab	4	F	_____
SC 210	Anatomy and Physiology/Lab	4	F	_____
SC 211	Anatomy and Physiology/Lab	4	S	_____
SC 212/213	Microbiology and Disease/Lab	4	S	_____
SC 218	Medical Terminology	3	F	_____
SC 222/223	Intro to Organic Chemistry/Lab	4	S	_____
SC 224/225	Intro to Biochemistry/Lab	4	Su	_____
SS 101	Intro to Sociology	3	F/Su	_____
Total Program of Study Credits		36		

Students must take the following Core Requirements & must earn a "C" or better:

CA 203	Research Writing	(S)	3	F/S	_____
PY 101	Psychology	(SS)	3	F	_____
SC 121/125	Intro to Gen Chemistry /Lab	(N)	4	F	_____
SC 214	Nutrition	(CIS)	3	S	_____

35-36 Credits Core Req. +36 Program of Study Credits: 71-72 Total Credits

PILOT PROGRAMS

Pilot programs are offered on a trial basis. If there is not enough interest or due to budget constraints, they may be eliminated

Directed Individualized Studies Program (DIS) Pilot Program for 2005-2007 Catalog

This program allows for the student to take initiative and ownership of their course of study. Working with their chosen faculty advisor, students will be able to create their own major by choosing from the variety of courses offered by LBHC and adding independent study work and internships. This program will assist students who are interested in a variety of topics such as Forestry, Chemical Dependency, Human Rights, Tribal Management etc.

To declare an Individualized Major, students must:

1. Decide upon a major, a title for their major, and have some idea of the courses they feel will help them complete their major.
2. Meet with a faculty member whom they will ask to direct them in this major. The faculty member should specialize in the field in which the student is interested. This meeting must occur no later than two semesters before the student plans to graduate; ideally, the student should meet with a potential advisor during the first semester of enrollment.
3. If the faculty member agrees to be the director of this individualized program, this faculty member will help the student finalize the selection of courses to be taken by the student and will agree to lead an independent study course in the student's final semester before graduation.
4. In order to submit a proposal to academic council students will define and title their major. They will explain the focus of their major.
5. Once the design of the individualized major has been completed, the student's director will submit it to the LBHC academic council for approval.

Course Requirements for Individualized Majors

Core Requirements	35 credits
Courses supporting the focus of their major These courses should be taken within two or more of the departments at LBHC. 12 of these credits should be 200 level courses.	24 credits
DI 280—Special Topics This class will be an independent study course with their director/advisor that will address the particular topic/focus of their major. This independent study should result in a major research paper or project that will be submitted to the director at the end of the semester.	3 credits
DI 276—Internship	3 credits

Total Credits: 65

**Tribal Legal Studies
Pilot Program for 2005-2007 Catalog**

The Tribal Legal Studies program is a two-year Associate of Arts program that is designed to prepare students for entry level careers in tribal government, tribal courts, social services, and law enforcement. Students will study historical events, the major U.S. Indian policies, federal case law, and the congressional acts that have shaped and developed contemporary tribal governments and Indian self-determination. Students will study the political and legal systems of both the U.S. and Tribal governments, including judicial structures and processes. Contemporary issues facing tribal governments including jurisdictional issues and tribal sovereignty will also be explored. The Crow tribal government will serve as the primary paradigm for student learning and development in all curriculum coursework.

Program of Study		Credits	Term	Date Taken...Grade
LS 101	Introduction to Tribal Legal Studies	3	F05	_____
SS 104	American Government	3	F05	_____
LS 223	US Legal System	3	S06	_____
LS 224	Federal Indian Policy	3	S06	_____
LS 235	Tribal Constitution and Code Development	3	F06	_____
LS 236	Tribal Civil Law and Procedure	3	F06	_____
LS 247	Tribal Crimninal Law	3	S07	_____
LS 248	Legal Research and Writing	3	S07	_____
SS 203	Family and Juvenile Justice Systems	3	S07	_____
LS 250	Special Topics	3	OD	_____
One of the following:				
CS 136	Crow Socio-Familial Kinship	3	S/Su	_____
CS 224	Crow History	3	F06	_____
CS 225	Montana Indians	3	S06	_____

Total Program of Study Credits: 33

35-36 Core requirement credits + 33 Program of Study = 68-69 Total credits

COURSE DESCRIPTIONS

Semester Designations: **F = Fall semester,**
 S = Spring semester,
 SU = Summer session

Core Designations: Courses that fulfill a Core requirement are marked.

(A) = Art,	(CIS) = Contemporary Issues in Science,
(CL) = Crow Language,	(CS) = Crow Studies,
(D) = Diversity,	(H) = Humanities,
(N) = Natural Science,	(Q) = Quantitative Reasoning,
(S) = College Seminar,	(SS) = Social Science.
(W) = Writing	

Courses designated “pilot” are offered on a trial basis. If there is not enough interest or due to budget constraints they may be eliminated.

AGRICULTURE

AG 135 The Horse in Crow Indian History and Culture (CS) 3cr S07
Cross-listed CS 137

This course examines major events and themes of horse use in the Crow socio-cultural history and in contemporary Crow society. The focus is on the place and impact of the horse in Crow culture through time.

AG 180 Special topics OD

AG 280 Special topics OD

ANTHROPOLOGY

AN 111 Cultural Anthropology (D) 3cr S

This course examines the development of the sub-discipline of cultural anthropology and the importance and definition of culture. The course will discuss world culture areas, the organization and function of society, human behavior and expression and the dynamics of cultural interaction and culture change.

AN 120 Environment and Culture (D) 3cr S

Focuses on the interaction between culture and the environment from a geographic perspective. Course topics include the following: an introduction to the concept of culture, the shaping of cultural landscapes in the United States and around the world, population and human migration, the global mosaic of languages, religions worldwide, patterns of rural and urban land use, international development and environment, political geography, global patterns of health & disease, and coping with a rapidly changing world.

AN 180 Special Topics

AN 231 Indigenous World Views (Pilot) 3cr S

This course examines indigenous belief systems, with regard to world views, religious ceremonies, cultural ways and the impact that Anglo-European culture has had on these systems. Focus will be on indigenous people of North and South America, but other world views from Africa, Asia, Europe and Australia will be examined. Discussions will revolve around concepts of ideology, religion, spirituality, colonialism and post-colonialism. Oral traditions and contemporary literature of and by indigenous people will also be analyzed.

AN 280 Special Topics

BUSINESS

BU 105 The Economic Way of Thinking (SS) 3cr F

Prerequisite: MA 104

This course gives a general introduction to the economic way of thinking. It is designed to help students make sense out of complex economic and social issues such as inflation, unemployment, economic growth, price stability, differing economies, the market system, government interaction and the role of the economics in the development of public policies. This course is designed for the student without an economic background. The course will introduce the use of economic models and graphing.

BU 121 Introduction to Accounting 3cr S

This course is designed for students interested in understanding practical accounting as a beginner. The purpose of this course is to introduce learners to the accounting cycle and career and job applications in business or information systems. Students will become familiar with the “matching principle” and effectively follow transactions as they relate to the “accounting equation”. Other applications will include introduction to computer software and spreadsheets.

BU 180 Special topics

BU 210 Business Law 3cr S

Covers the nature, origin and philosophy of law and civil procedure. Introduces the law of sales and provides a comprehensive treatment of contracts. Where time permits wills and trusts will be introduced as complimentary material to real and personal property.

BU 211 Introduction to Business (SS) **3cr** **F**
An overview of the business world and its environment, which includes economic, regulatory and social aspects. Topics covered include business systems, business structures including forms of business ownership, entrepreneurship and franchising. The management process will be used to develop the students' understanding of the organization and workings of a firm. The students will be introduced to the major areas of business study: human resource management, marketing, finance, organizational theory and management. Where applicable, case studies will be used

BU 221 Principles of Accounting I **3cr** **F**
An introduction to the principles of financial accounting for students of all business curricula. Specific topics include accounting concepts, recording transactions, worksheet and financial statement preparation, accounting systems, cash, receivables, inventory, long-term assets, liabilities, corporations, and analysis of financial statements.

BU 222 Principles of Accounting II **3cr** **S**
Prerequisite: BU 221
Introduces the concepts and terminology of accounting and managerial reporting for modern business enterprises. The course will focus on the selection and analysis of accounting information for internal use by management. Problem solving, critical thinking, communication skills and group activities that are necessary to use accounting information, to form conclusions about businesses and to communicate these conclusions to others will be emphasized.

BU 224 Computerized Accounting **3cr** **F**
Prerequisites: BU 221
Introductory course to computerized accounting covering areas of the general ledger, accounts receivable, accounts payable, financial statements and payroll. Covers a variety of software applications utilized by accounting practitioners. Hands on use of accounting packages including general accounting, payroll and tax.

BU 228 Macroeconomics (SS) **3cr** **F**
Introduces the student to the behavior of markets and the national economy, emphasizes macroeconomic theory, theory of national income and employment, economic growth and stabilization.

BU 229 Microeconomics (SS) **3cr** **S**
This is the beginning course designed to introduce the tools of the economist as they pertain to microeconomic theory. An introduction to market exchange, pricing policies and resource allocation. This course emphasizes price theory, production theory, theory of economic organizations, and factor markets.

BU 230 Introduction to Organizational Behavior (D) 3cr S
Introduces various concepts and tools that will assist the student in understanding the individual and group behavior, the structure and design of organizations and in improving organization effectiveness. The topics include: roles of the manager, goals, environment/structure/design, motivation and leadership, individual and group decision making and group dynamics and conflict.

BU 235 Business Communication (S) 3cr F
Cross listed as CA235
Provides instruction in the preparation of non-verbal communication, business memos, letters, reports, oral presentations, and computer assisted writing in business contexts.

BU 241 Small Business Management 3cr S
An advanced course focusing on the owner-management firm, its differentiating characteristics, strengths and weaknesses, relationship to the environment, and the strategic problems it faces. Accounting and inventory systems, financial analysis, means of raising capital, management and marketing techniques and guidelines for writing a business plan are presented.

BU 243 Contemporary Business Mathematics 3cr F
Prerequisite: MA 081
Recommended: BU 221
Contemporary Business Mathematics for colleges prepares mathematical skill building and career applications for students interested in business careers or for practical consumers interested in understanding mathematical concepts in the business world. Students will become familiar with mathematical applications in accounting, banking, practical corporate applications, budgeting, investing, and small business math fundamentals.

BU 276 Internship OD
Prerequisite: BU 221 & BU 222
Business students will have the opportunity to exercise an extensive study into specific career experiences. The focus of the internship options will be Governmental organizations and program management, educational institutions, and the service industry. Students will have an opportunity to understand and examine practical planning creating budgets, meeting reporting requirements, personnel issues, and sustainability. Business students will also have to the option to design an individualized plan address local economic needs and businesses on approval of instructor.

BU 280 Special topics

COMMUNICATION ARTS

CA 051 Reading for College

3cr

F

This course is designed to improve students' reading and study skills. Specific emphasis will be placed on improving vocabulary, critical thinking, reading comprehension and time management. Students will also be exposed to library skills and computer-based research skills. Student placement based on placement exam reading score. Must have a "C" or better to pass this course.

CA 100 Introduction to Composition

3cr

F/S

Co-requisite Skills for Success ED 100

This is a preparatory course designed to help students develop the writing, reading and critical thinking skills necessary to succeed in college-level coursework. Special emphasis will be placed on techniques for developing sentences and paragraphs, and the multiple-paragraph essay will be introduced. Students are introduced to the steps in writing, including pre-writing, organizing, drafting, and revising, and to computer-based composition. Students are placed based on placement exam scores. Must have a "C" or better to pass this course.

CA 101 Composition I (W)

3cr

F/S/SU

This is an introductory college writing course emphasizing writing personal, informative, and persuasive essays, and incorporating research into essays. Students are encouraged to view writing as a process involving prewriting, organizing, peer review, editing, and revision.

CA 106 Introduction To Literature (H)

3cr

S

This course introduces students to the process of analyzing a variety of literary genres including short fiction, drama, poetry, and the novel. Emphasis is placed on the development of critical thinking skills and the understanding of terms and concepts necessary for the study of literature. Students will learn to write essays analyzing works of literature. Students will be exposed to literature from a variety of cultures.

CA 107 Introduction to Journalism

3cr

OD

Students in this course will learn the basics of working in a newsroom including hard news reporting such as feature and sports writing, column and editorial work. Top students in this class have the opportunity to attend a journalism conference and/or a summer program.

CA 112 Fundamentals of Public Speaking (S)

3cr

F/S/SU

The Fundamentals of Public Speaking course is designed to develop the student's public speaking abilities. The student acquires an understanding of basic rhetorical theory and its application by preparing formal speeches and readings, and learning how to present ideas both in small and large group settings. The course addresses the following public speaking styles: informative, persuasive, inspirational and impromptu. Students will also complete a multi-media presentation.

CA 180 Special Topics

CA 203 Research Writing (S) 3cr F/S

Prerequisite: Must have passed CA 101 with a grade of “C” or above.

This course is designed to further develop the research and writing skills learned in CA 101. Emphasis is placed on advanced research skills including multiple-library searches, advanced internet searching, interviews and surveys, and government documents. Students will learn to work under press of deadline, will develop advanced editing skills and will begin to refine style and voice. Both MLA and APA formats will be covered.

CA 206 Fundamentals of Creative Writing (A) 3cr S

Prerequisite: CA 101

This course is designed to help students understand and utilize the basic forms of creative writing such as creative memoir, poetry, and short fiction. This course is presented in a workshop format focusing on the stages of free writing, drafting, presenting to the class community, and revising. Students will read extensively among the genres in order to develop an understanding of elements such as tone, voice, image, metaphor, setting, character development, dialogue, plot, and conflict.

CA 211 Fundamentals of Interpersonal Communication (S) 3cr F

Cross listed as HS 231 Elements of Human Relations

Fundamentals of Interpersonal Communication is a course designed to help students understand the theories involved in the communication process and to improve their ability to utilize communication techniques. It offers a theoretical and practical understanding of the interpersonal communication process in particular.

CA 235 Business Communication (S) 3cr F

Prerequisite: CA 101 Cross listed as BU 235

Provides instruction in the preparation of non-verbal communication, business memos, letters, reports, oral presentations, and computer assisted writing in business contexts.

CA 276 Internship OD

Provides student with the opportunity to apply theoretical knowledge in a work placement experience. Academic Advisor will assist student with work place placement and development of course objectives. Registration in this course is restricted.

CA 280 Special Topics

COMPUTER SCIENCE

CP 101 Foundations of Computer Science 3cr F

This course is designed to provide the student with an overview of the many disciplines within computer science and information technology. Although many students are familiar with computers, they are often unaware of the broad field of computer science and information technology. Topics include: computer terminology, systems architect, the fundamental issues of algorithms, hardware design, computer organization, system software, language models, theory of computation, and social and ethical issues of computing. The student will have a broad perspective of the field and will be better prepared for future courses.

CP 102 Introduction to Programming 3cr S

This course is designed for students with no programming background. The course will provide an overview of software development process in addition to introducing important programming constructs and methodologies. Students will learn the fundamental concepts and terminology of software application development and develop skills in designing and writing simple computer programs. The course covers such topics as programming language characteristics, integrated development environments, flowcharts, algorithms and pseudocode, looping statements, procedures, and error-handling and debugging.

CP 254 Programming Language 3cr S

This course covers the implementation of structured programming designs in a procedural language. Emphasis on problem-solving and algorithm development using the control structure abstraction of sequence, selection, and repetition. Other topics include: structured program design, coding, error-handling and debugging, testing and documentation, as well as development of sound programming style.

Prerequisite: CP 101, IS 250 maybe taken concurrently

CP 280 Special Topics

CROW STUDIES

CS 101 Crow Language I (CL) 3cr F/S/SU

This course is designed to introduce the Crow writing system, the orthography, the grammatical system, and the phonemic and phonetic rules of the Crow language. The students will be exposed to principles of speaking Crow through examination of the Crow value system as it is expressed through oral language. The course utilizes oral, aural, and visual techniques.

- CS 102 Crow Language II** **3cr** **S**
Prerequisite: CS 101 (CL)
 This course is designed to introduce the Crow writing system, the orthography, the grammatical system, phonemic and the phonetic rules of the Crow language. The students will be exposed to principles of speaking Crow through examination of the Crow value system as it is expressed through oral language. The course utilizes oral, aural, and visual techniques.
- CS 103 Conversational Crow (CL)** **3cr** **F**
 This elementary level course is designed to help students acquire basic skills while communicating within culturally significant contexts. An integrated approach to teaching language skills with emphasis on vocabulary acquisition and basic grammatical structures is utilized.
- CS 104 Intermediate Crow Language (Pilot) (CL)** **3cr** **S06**
 This course is designed to continue the learning of the speaking of the Crow Language. The student will have the opportunity to increase the language corpus that they have compiled in the Conversational Crow course. The learning experience will include dialogue, discourse and vocabulary skills building.
- CS 108 Literature of the American Indian (H)** **3cr** **F**
Prerequisite: CA 101
 This course is designed to review the vast literature by American Indian people. The course will discuss perspectives expressed in the writings as they concern history, anthropology, contemporary and romantic viewpoints. Students will be exposed to both traditional (oral) and contemporary (written) forms of American Indian literature. The course will utilize visual media, guest presenters, and will present literature by Crow authors.
- CS 131 Introduction to Native American Studies (SS)** **3cr** **F/SU**
 This survey course examines various aspects of the cultures and histories of Native Peoples of North America. Major topics covered include cultural diversity of Native Peoples, origins and migrations, social and political structure, contemporary issues, language, governmental and social relations.
- CS 133 Crow Indian Art (A)** **2cr** **S**
 This course investigates the artistic and aesthetic applications of visual arts of the Crow Indians. The study will commence in prehistory and conclude with contemporary non-traditional Crow Indian artists and their work. The course focuses on several topics including environmental and economic resources that determine the mediums used and the physical and spiritual needs that dictate the forms produced. The renaissance of Crow Indian Art is discussed.

CS 134 Music and Dance of the Crow Indians (A) 3cr F
This course is designed to give students an opportunity to survey Crow Indian Music and Dance. The cultural relevance and history is presented in order to convey knowledge of the origin, social value, musicology and general appreciation of Crow Indian Music. The art expression of Crow Indian Dance is presented with the knowledge of the ideology and its use in the social structure of the Crow Indian culture. The student is given the opportunity to experience the aesthetic qualities of the native dance expression. The historical, philosophical and social aspects of Crow Music and Dance is presented.

CS 135 Crow Oral Literature (CS) 3cr S07
This course examines the style and performance of Crow oral tradition with an emphasis on the morality, value system, and cultural and societal expectations of Crow People as expressed through this medium. Historic events and personalities are included in the course.

CS 136 Crow Socio-familial Kinship (CS) 3cr S/SU
This course is designed to describe the basic kinship in the nuclear, extended, clan and religious familial relationships of the Crow Indian culture. This course will also present the histories and the utility of the relationships. It will also compare the contemporary and the historical applications of these systems.

CS 137 The Horse in Crow Indian History and Culture (CS) 3cr S07
Cross-listed AG 135
This course examines major events and themes of horse use in the Crow socio-cultural history and in contemporary Crow society. The focus is on the place and impact of the horse in Crow culture through time.

CS 138 History of Crow Chiefs (CS) 3cr F06
This course examines the importance and influence of chiefs through the pre-contact and historic periods (approximately 1450-1935). The leadership of various chiefs is explored through analysis of their personalities and the impact of their decisions. Major topics covered include characteristics and traits of chieftaincy, responsibilities of leaders, warrior ethic and inter-tribal and federal political relationships.

CS 180 Special Topics

CS 210 Plains Indian Sign Language (D) 3cr S
This course is designed to review and learn the aboriginal sign language of the Plains Indians. The Plains Indian Sign Language is primarily based on the Siouan language phylum although tribes of different phyla also utilized it. Through instruction and practice the student will learn sign vocabulary and how to converse in Plains Indian Sign Language.

CS 211 American Indian Thought and Philosophy (H) 3cr F
This course is designed to give the student the opportunity to study the perceptual and concept development of the American Indians in the morality, beliefs, belief systems, and religiosity of American Indian culture. It will examine the integration of ideology and thought with the viewpoints of the supernatural.

CS 223: Anthropology of American Indians 3cr F05
In this course students will be introduced to the scientific study of the origin, migration patterns and the social structure of American Indians. A comparative discussion of anthropology is presented to give students an understanding of the history and methods of this discipline

CS 224 Crow History (CS) 3cr F06
This course examines the history of the Crow People from their origins and migrations up to 1860. The course will discuss how Crow society and culture operated throughout this time period. Major topics include, Crow political and family structure, Crow participation in Native trade networks, the environment, the effect of European explorers, the fur trade, and Western Expansion.

CS 225 Montana Indians 3cr S06
This course examines the various prehistoric, historic and present Montana Indian groups. The topics of social, economic and religious organization will be reviewed. Historic and continuing relations with State and Federal government including, establishment of reservations, treaties and agreements will be discussed. Contemporary issues of Aboriginal rights, sovereignty and self-government and socioeconomic issues will also be considered.

CS 230 Contemporary Issues of American Indians (D) 3cr F05
An examination of major issues affecting contemporary experiences of American Indians. Discussions will include, but not be limited to, sovereignty, economic development, law, government, education, health and identity.

CS 231 American Indian Political Science (SS) 3cr S
This course is designed to study the systems that American Indian governments have established. The process of leadership selection and the roles of these leaders will be examined. Studies of different tribal governmental structures are presented.

CS 232 American Indian Law 3cr F
This course is designed to give the students an opportunity to study the unique legal status, problems and issues of the American Indians in the United States. Basic legal concepts and the historical review of Federal Indian Policy including statutes, case law and practice will be examined. Tribal law and governmental processes in the promulgation of tribal policy will be presented. The legal rights of American Indians as tribes and individuals will be discussed.

CS 233 Economics in Indian Country (SS) **3cr** **S07**
This Course is designed to study the economic potential of American Indians in their individual and tribal state. Topics such as natural resource development, agriculture, retailing and economic advantages of cultural events will be discussed.

CS 240 Indian Education History and Issues **3cr** **F**
This course is designed to review historical and present issues in Indian education. Topics covered include, culture, bilingualism, values and ethics, lifestyles and expectations of Native communities in academic and extracurricular activities.

CS 276 Internships **OD**
Provides student with the opportunity to apply theoretical knowledge in a work placement experience. Academic Advisor will assist student with work place placement and development of course objectives. Registration in this course is restricted.

CA 280 Special Topics

DIRECTED INDIVIDUALIZED STUDIES (Pilot)

DI 276 Directed Studies Internship (pilot) **3cr** **OD**

This course can only be taken by Directed Studies majors, with consent of their advisor.

DI 280 Special Topics (pilot) **3cr** **OD**

This class can only be taken by Directed Studies majors with consent of the advisor. The course will address the particular topic/focus of the individual Directed Studies student. This independent study will result in a major research paper or project that will be submitted to the director at the end of the semester.

EDUCATION

ED 050 Skills for Success **2cr** **F/S**

This course provides students the framework for success in their college courses by covering fundamentals such as note-taking, test-taking, time management, motivation, as well as college, community and family resources. Students also study the catalog and develop a plan of study.

ED 102 Art for Elementary Teachers **2cr** **S**

This course provides the student with a foundation to teach art in the elementary school setting. The student will be exposed to techniques appropriate for elementary teachers. The class will include working with a variety of media.

ED 120 Schools, Society and Family **3cr** **F**
This course gives a historical and social overview of education. It also examines education within its contemporary and comparative context, focusing on breadth of social and family diversity as it affects education. Addresses continuing professional topics and issues.

ED 180 Special Topics

ED 205 Exceptional Learners/Lab **3cr** **S**
Prerequisite: PY 101

This course considers the characteristics of children with exceptional learning needs and examines the services required to assist these children in their total development. Special emphasis will be given to providing appropriate services in the least restrictive environment. Students must also complete a lab of forty-five (45) hours of observation in a pre-school or school setting.

ED 210 Educational Technology **2cr** **SU**

This course prepares students to use computer applications in the classroom, including adaptive technology, databases, multimedia, telecommunications, and word processing.

ED 232 Creative Expression in the Pre School **2cr** **SU**

This course emphasizes the important of the development and enhancement of the pre school child's creative expression involving the whole self and the manipulation of the things in their environment. This course will incorporate music, art dance and movement to enhance the development of coordination of loco motor and fine motor skills in the pre school child.

ED 233 Math and Science for Pre School **2cr** **SU**

This course provides experiences to enhance development of mathematical and science concepts in the pre school setting. The student will learn strategies to encourage the pre-schooler to problem solve. The course will emphasize methods of helping parents understand the development of cognitive skills in the pre-school child.

ED 235 Reading and Writing Across the Curriculum **3cr** **SU**

This course will focus on emergent literacy and developmentally appropriate strategies to enhance children's attempts at early reading and writing, early intervention strategies, developing curricula to best meet the needs of learners whose first language is not English.

ED 250 Educational Psychology/Lab (SS) **3cr** **F**

This course provides the basis for instruction and classroom management through comprehensive coverage of the principles, concepts and implications of human learning from the classical, operant, social learning and cognitive paradigms. It also covers measurement, evaluation, similarities and differences in learners, management and discipline strategies, and related corollaries of human learning as applied to instructional Students must observe 45 hours in a preschool or elementary classroom setting. Students will design a research project and carry out the testing in the classroom

ED 276 Internships**3cr****OD**

This course will provide the student with an internship in an early childhood setting such as Head Start, Child Day Care, Kindergarten or Family Child Care Homes serving children age's birth to five (5) years. Other education majors will use school settings for their internships. Forty-five (45) lab hours contact with children and five (5) contact hours with an instructor are required for each one (1) credit hour.

ED 280 Special Topics**HEALTH and WELLNESS****HE 106 Physical Fitness****1cr****F/S**

This course teaches the student the proper exercise techniques. The course gives the student the opportunity to use a variety of exercise equipment. Student learns the value of a daily exercise program.

HE 108 Men's Basketball**1cr****S**

This course is designed to provide participants with the opportunity to play on a basketball team. The culmination of the course is the participation in the American Indian Higher Education Consortium Basketball Tournament.

HE 109 Women's Basketball**1cr****S**

This course is designed to provide participants with the opportunity to play on a basketball team. The culmination of the course is the participation in the American Indian Higher Education Consortium Basketball Tournament.

HE 110 Eating Healthy**1cr****F/S**

This is a nutrition education course designed for low-income families with children. This course will explore the uses of commodity foods (IRNE) in planning and cooking low-cost, great tasting meals, as well as emphasizing the food guide pyramid, food safety, and shopping.

HE 180 Special Topics**HE 201 Personal Health, Wellness, and Safety (SS)****3cr****F**

This course is designed to teach students to live healthier lives in the physical, emotional, mental, social, environmental and spiritual realms by promoting a comprehensive understanding of the issues involved. Students will learn that optimal wellness proposes that one alone is the artisan of one's life. Wellness should be one's mission in one's life, and the secret to growing into optimal wellness lies in knowing "how". This course will give the "how", covering within a multicultural perspective topics such as: healthy behaviors and relationships, the use and abuse of drugs, managing weight and stress, personal fitness, aging and death, consumerism and environmental health etc.

HE 202 Core Health Concepts (CIS) 3cr SU

This course provides pre-service educators with an introductory overview of the contemporary health issues and the importance of individual responsibility for personal health care. It reviews the health and safety issues of children and adolescents and provides an introduction to the role of the teacher as it applies to the eight component model of the comprehensive school health program.

HE 214 Nutrition 3cr S

Prerequisites: SC110; SC 121 Cross referenced as SC214

This course covers the basic concepts of human nutrition as they relate to health and food consumption at the different stages of the life cycle. In addition, nutritional assessment and dietary modifications used in health and disease are also studied.

HE 276 Internships OD

Provides students with the opportunity to apply theoretical knowledge in a work placement experience. Academic Advisor will assist student with work place placement and development of course objectives. Registration in this course is restricted.

HE 280 Special Topics

HISTORY

HI 105 World Civilization Since 1500 (D) 3cr S/SU

This course covers the rise of absolute monarchy, the Scientific Revolution and Enlightenment, the Revolutionary and Napoleonic areas, the Industrial Revolution, European liberalism, socialism and imperialism, the age of World Wars, and the post-war period of Cold War and détente, and the rise of the Third World.

HI 180 Special Topics

HI 201 US History I (H) 3cr F/SU

This course examines major themes and events in American history from the Colonial Period to Reconstruction. This includes the English heritage of the Colonies, independence, the development of the national political structure, manifest destiny, slavery, sectionalism, war and reconstruction.

HI 202 US History II (H) 3cr S 06

This course examines major themes and events in American history from the period of Reconstruction to the present. This includes the era of industrialization, the wars of the 20th Century, the Great Depression, the New Deal era, the Cold War, and other political and social developments of the late 20th Century.

HI 276 Internships OD

Provides students with the opportunity to apply theoretical knowledge in a work placement experience. Academic Advisor will assist student with work place placement and development of course objectives. *Registration in this course is restricted.*

HI 280 Special Topics

HUMANITIES

HU 101 Survey Of Humanities (H) 3cr S
Survey of Humanities is a general survey course that introduces the student to the art, literature, music, and architecture of the world. Emphasis is placed on the basic beliefs systems in the western and non-western worlds.

HU 102 Music Appreciation (A) 3cr F
Introduces methods of music understanding and perceptive listening. Explores the styles and periods of music including Classical, Romantic and Contemporary periods. The understanding of written and oral music and its vocabulary are emphasized. Native American music will be included.

HU 103 Foundations of Art (A) 3cr S
This course introduces the principles of design. The course content includes information on how design is integrated into various professional fields. Students are introduced to art history.

HU 227 American Indian Representations in Film (A) 3cr F
This course explores representations of American Indians through film, including feature, independent and made for television movies. This class explores the ways in which U.S. history and American ideologies influence American Indian representations in film and mainstream interpretations of these images. This exploration then forces us to ask how these images and representations affect American Indian communities and American Indian peoples' identities. This class also discusses ways in which American Indian people can counteract mainstream stereotypes and work to create a more accurate representation of American Indians in mainstream and popular culture.

HU 136 Introduction To World Religions (D) 3cr F
This course is a survey of different selected major religions of the world. Students will have the opportunity to learn about the philosophical and theological dimensions of each religion including their symbolic, cultural and social identities.

HU 180 Special Topics

HU 276 Internship OD
Provides student with the opportunity to apply theoretical knowledge in a work placement experience. Academic Advisor will assist student with work place placement and development of course objectives. *Registration in this course is restricted.*

HU 280 Special Topics

HUMAN SERVICES

HS 111 Chemical Dependency (SS)

3cr

F

This course provides extensive information about the effects of alcohol on the society, tribe, community, family, and individual. It will examine the medical model of alcoholism as well as the latest theories concerning the individual dynamics of use, abuse, dependency, and addiction. The course will provide knowledge of alcohol's affect on others when a person uses, abuses, or is addicted to it. Information will be given and discussed concerning tolerance, withdrawal, FAS, interventions, preventions, treatments, and physiological and psychological implications. Cultural aspects of alcohol's impact on the American Indian individual and family will also be covered in this course.

HS 180 Special Topics

HS 130 Introduction to Human Services / Mental Health

2cr

F

This course is cross listed as PY 130.

This course presents a general orientation to the field of Human Services and Mental Health. It will give the student information about the helping professional as they participate in education, employment, and research. This course also provides the student with historical and contemporary developmental information concerning the human services and mental health fields.

HS 132 Fundamentals of Counseling

3cr

S

This course provides knowledge of a variety of theories, techniques, and bibliographies of the people who started the different models of counseling and therapy. An introduction to legal, ethical, and professional issues is also provided. Other issues covered are group therapy, group characteristics and multicultural issues. Discussions of the various theories will help the student become familiar with a preferred counseling model they may want to develop for their own style. It will also provide ability to build an eclectic base of a number of models the student can work with. This class will also address the cultural issues involved with counseling the American Indian.

HS 226 Drugs and Society

3cr

S

This course is designed to teach the student about the current information relating to the use, abuse, dependency, and addiction of drugs in our society. Information about society's reaction to drug use and addiction is covered historically and contemporarily. This course is designed for the student interested in increased knowledge about drug aspects. It offers a good pharmaceutical base in understanding illegal and legal drugs. Biological, cultural, and social perspectives are examined for drug issues. Social aspects and perspectives for the American Indian are also covered for drug related issues.

HS 231 Elements of Human Relations (S) 3cr F
Cross listed with CA 211 Fundamentals of Interpersonal Communication

This course is an introductory course for interpersonal communications from the counseling perspective. It includes verbal and non-verbal communications, and American Indian cultural methods of communication. The course also covers anger management, assessment, interviewing, listening skills, conflict resolution and the use of paraphrasing and empathy. Crisis intervention techniques are practiced and uses of cross-cultural methods of positive communication are developed. This course will provide information for the fields of health care, human services and education and these topics will be discussed in class.

HS 233 Legal, Ethical, and Professional Issues 3cr S

This course presents a review of the current and historical legal decisions which effect client rights and service provisions. Discussions will be based on legal and ethical issues of due process as well as appropriate treatment in the least restrictive settings. The course is also based on the right to treatment and other significant legal ramifications relative to client advocacy and professional responsibility. Students will be exposed to various professional standards in chemical dependency counseling. Discussions will focus on legal and professional issues such as confidentiality and privileged communication.

HS 244 Clinical Orientation 1cr OD
Prerequisite: HS 130 Co-requisite: HS 276

This course is an introduction to case management. Treatment plan development and documentation will be taught with use of tools developed for these purposes and agency systems plans and documentation programs. The course will have a heavy emphasis on American Indian issues. Assessment and evaluation tools will be examined and students will practice with these tools. Students will develop one presentation or written report that could be used within the community concerning some aspect of treatment or treatment issue.

HS 276 Clinical Practicum 4-9 credits OD
Prerequisite: HS 130 Co-requisite: HS 244

This course is an internship for the following fields of study: mental health, chemical dependency treatment, school counseling, social work, rehabilitation, and adolescent counseling. The objective of this field experience will be to integrate the academic learning with practical experience. The intern will complete a minimum of 120 hours of work with a certified counselor or licensed therapist. Cross-cultural perspectives will be emphasized in all aspects of the experience. Students will keep a journal of their experience in terms of emotions, learning, and old concepts vs new concepts.

HS 280 Special Topics

INFORMATION SYSTEMS

IS 100 Keyboarding

3cr

F/S

This Developmental course is designed for students with no background in typing or 10 key systems. The course introduces the student to basic computer keyboarding, 10-key, and Function key technique with the intent of bringing the student to a level of proficiency in data entry- with attention to computer data entry. The course objective will be accomplished through extensive hands on “*learning by doing*” approach. Students scoring less than 70% on Keyboarding placement exam must enroll in the course.

IS 101 Foundations of Information Systems

3cr

F/S

This course is designed for students needing background in computer information systems. The course will introduce the student to basic concepts of computer hardware and office software. Topics include history, basic functions, security, careers, and future trends. This course covers the foundations of the operating system, use of programs including word processing, spreadsheets, database management, presentation managers, and the Internet. The course objective will be accomplished through extensive hands on “*learning by doing*” approach.

IS 102 Information Systems I

3cr

F/S

Prerequisites: IS 101 or successful score on Keyboarding placement exam.

This Core course provides introductory contemporary theories and practices of computer information systems, operating systems, and future trends using the application software program Microsoft Office Suite. Topics include file management, use of Microsoft Office Suite programs. This course prepares the student for further college life, small business, or office management. The course objective will be accomplished through extensive hands on “*learning by doing*” approach.

IS 203 Information Systems II (pilot)

3cr

F/S

Prerequisites: IS 101 or successful score on Keyboarding placement exam and IS 102

This course provides contemporary theories and practices of computer information systems and future trends using the application software program Microsoft Office Suite. Topics include file management, use of Microsoft Office Suite programs including Word-word processing, Excel-spreadsheets, and an introduction to Publisher. This course prepares the student for further college life, small business, or office management. The course objective will be accomplished through extensive hands on “*learning by doing*” approach.

IS 204 Information Systems Integration III (pilot)

3cr

F/S

Prerequisites IS 100 or IS 101, IS 203 (may be taken concurrently with IS 203)

Topics include use of Microsoft Office Suite programs including Access database management, Power Point presentation management, and an introduction to Front Page web authoring tools. This course prepares the student for further college life, small business, or office management. The course objective will be accomplished through extensive hands on “*learning by doing*” approach.

IS 180 Special Topics

IS 211 HTML & Web Page Design (A) 3cr S

Prerequisite: IS 102

This course introduces the student to web page design fundamentals using a *top-down* approach. Emphasis is on understanding and application of sound design rules, use of white spaces, graphics, site maps, two-way data entry/retrieval, and links. This course involves extensive use of file management in the areas of designing tree structures, file deletion, saving and retrieval, and importing files using the Windows operating system environment. Hands-on begins with understanding, programming and debugging HTML codes using a text editor. Advance topics include designing web pages using Page development tools such as MS Publisher, MS Front Page, or Dreamweaver.

IS 212 Multi-Media Technology/Troubleshooting 3cr S

Prerequisite: IS 101 or IS 102

This course explores the world of LCD units, smart boards, laptop computers, upgrades, digital cameras, video production and hardware trouble-shooting. It will prepare the student to set-up, use, and work successfully with modern technology. The course objective will be accomplished through extensive hands on "*learning by doing*" approach.

IS 230 Integration (pilot) 3cr S

Prerequisite: IS 203, IS 204

This course provides contemporary theories and practices of computer information systems and trends using Microsoft Office Suite and common office integration methods. It prepares students to be a Microsoft Office Use Specialist. The Microsoft Office User Specialist Program is the only Microsoft approved program in the world for certifying proficiency in Microsoft Office desktop applications and Microsoft Project. This certification can be a valuable asset in any job search or career advancement. Upon completion of this course students may test for the MOUS certificate.

IS 250 Introduction to Networking 3cr S

Prerequisites: IS 104

This course covers topics on multi-user operating systems with emphasis on computer local area networks (LAN). Emphasis is placed on LAN architectures, network administration tools, communication protocols, elements of networks and network administration considerations.

IS 260 Geographic Information Systems 3 cr F

Prerequisite: IS 102, MA 105, IS 104 may be taken concurrently

Introduction to a PC based geographical information systems that include aspects of mapping, GIS databases, coordinate systems, scaling, resolution, 3D or 2D conversions, data collection, and information retrieval. Students gain *hands on* experience with PC based GIS systems such as MapInfo, ScanUS, or ArcView. This course will also cover application and use of GIS concepts in business, cultural and scientific application and is intended to fulfill one of the optional elective courses in IS.

IS 276 Information Systems Internship

The internship provides the student with the opportunity to apply theoretical knowledge in a work placement experience. The student's academic advisor will assist

IS 280 Special Topics

TRIBAL LEGAL STUDIES (PILOT)

LS 101 Introduction to Tribal Legal Studies (pilot) 3cr F05

This course provides the introductory course to the Tribal Legal Studies major and should be taken concurrently with other 100 level courses within the major. This course will focus on the development, authority, and practices of tribal courts and tribal legal systems that will include a comparative analysis of these tribal legal systems to that of the Anglo-American systems. The scope of the criminal and civil jurisdictions will be reviewed, as well as an overview of child welfare and civil rights, traditional dispute resolution mechanism in contemporary tribal law, models of peacemaking, and means for assuring the integrity of tribal courts.

LS 223 U. S. Legal Systems (pilot) 3cr S06

Prerequisites: None, but SS 104 is recommended.

This course will focus on citizen entry into the legal system until exit or incarceration from the legal system. Focus will be on procedural due process, court protocol and procedures, jury selection, discovery, cross-examination, and rebuttal. The appeal process and an overview of administrative law will also be examined. Comparisons and similarities to tribal judicial systems will be reviewed. This course will be helpful to the tribal lay advocate for trial skills development.

LS 224 Federal Indian Policy (pilot) 3cr S06

Prerequisites: None, but SS 104 recommended

This course will study the development of Federal Indian Policy through chronological federal "eras" beginning from the colonial period. Students will study the historical events that led to the development of the federal relationship with Indian tribes, which gradually progresses to include congressional legislation and federal case law. This chronological study will enable students to critically assess and understand both the political, social, and economic injuries inflicted on Indian tribes, to the affirmation of tribal sovereignty and the era of Indian self-determination.

LS 235 Tribal Constitution and Code Development (pilot) 3cr F06

Prerequisites: LS 101, SS 104

Students will study the political and legal structures of tribal governments, and the role that tribal history and tribal culture play in the development of tribal constitutions and tribal codes. Both traditional and white-Anglo influences in contemporary tribal government and judicial practices will be explored. Tribal sovereignty will be an underlying theme in this course.

LS 236 Tribal Civil Law and Procedure (pilot) 3cr F06

Prerequisites: LS 101, SS 104, LS 223

This course will focus on the laws concerned with civil or private rights and remedies, and will look at subject matter jurisdiction in tribal courts, and tribal jurisdiction over both non-Indian and non-tribal members (tribal members of different tribes) who commit civil crimes on Indian reservations.

LS 247 Tribal Criminal Law and Procedure (pilot) 3cr S07

Prerequisites: LS 101, SS 104, LS 223

This course will focus on elements of criminal law and procedure with an emphasis from a tribal perspective based on tribal statutory law, federal and tribal case law, and the norms and values of tribal societies. Comparisons of tribal justice systems with that of Anglo-American law and jurisdictions will be studied, as well as alternative sentencing and traditional sanctions.

LS 248 Legal Research and Writing (pilot) 3cr S07

Pre-requisite: CA 101

This class will focus on how to recognize and research a legal question or problem, analyze judicial opinions, interpret a statute, and how to write a memorandum of law. Focus on cases and statues involving Native American issues will be studied. Students will develop legal memoranda, briefs, and other legal documents.

LS 250 Special Topics 3cr OD

MATHEMATICS

MA 061 Basic Mathematics **3cr** **F/S**

Prerequisite: Math placement test score on Compass Prealgebra test of 0-32.

Co-requisite: MA 062 Basics Mathematics Lab.

This developmental math course emphasizes basic mathematical concepts. Topics include: mathematical operations, fractions, decimals, percents, ratio and proportion, and measurement and conversion. Class includes lecture, applications, and homework to reinforce learning. This course is designed to prepare students for business math and elementary algebra. A *mandatory* one hour per week lab experience is included as part of this course.

MA 062 Basic Math Lab: Co-requisite MA 061 **1cr Lab** **F/S**

MA 071 Pre-Algebra **3cr** **F/S**

Prerequisite: Successful completion of Math 061/062 with a grade of C or better or math placement test score on Compass Pre-Algebra test of 33 - 80.

Co-requisite MA 072 Pre-Algebra Lab.

This developmental math course is designed to teach students the fundamental mathematical concepts needed to be successful in college level mathematics courses. Topics covered include: a review of basic operations of arithmetic, with emphasis of properties basic to algebra, integers, and rational expressions – multiplying, dividing, adding, subtracting and factoring. Also covered are exponents, and linear equations, inequalities and graphing, polynomials and rational expressions will also be covered. A *mandatory* one hour/week lab experience is included as part of this course.

MA 072 Pre-Algebra Lab: Co-requisite MA 071 **1cr Lab** **F/S**

MA 075 Pre-Algebra II **3cr** **S**

Prerequisite: Consent of Instructor

This developmental math course is designed to give students the opportunity to learn the fundamental mathematical concepts of exponents, and linear equations, inequalities and graphing, polynomials and rational expressions necessary to be successful in college level mathematics over an extended period of time. This is the second half of MA 071, stretched over a whole semester. It is designed for the students who completed the first half of pre-algebra, but did not finish the second half. Students will need consent of the instructor to take this course.

MA 081 Algebra **3cr** **F/S/SU**
Prerequisite: Successful completion of Math 071/072 with a grade of C or better or math placement test score of 81+ on compass Pre-Algebra test.

Co-requisite MA 082 Algebra Lab.

This developmental math class covers the topics of graphs of linear equations and inequalities, systems of linear equations, square roots and properties of real numbers: linear equations and inequalities in one variable, graphing linear equations and inequalities, systems of linear equations and inequalities in two or three variables: exponents, roots and radicals; polynomials and algebraic functions: quadratic equations and inequalities in one variable and graphing quadratic equations and inequalities. A *mandatory* one hour/week lab experience is included as part of this course.

MA 082 Algebra: Co-requisite MA 081 **1cr Lab** **F/S**

MA 105 Algebra for College Students (Q) **4cr** **F/S**
Prerequisite: Successful completion of Math 081/082 with a grade of C or better or consent of instructor based on Compass Math Placement test score.

This class covers the topics of functions and their graphs, including polynomial and rational functions, radical functions, exponential and logarithmic functions. Absolute value equations and inequalities, compound inequalities, systems of second degree equations and inequalities, conic sections. This is the equivalent of an intermediate algebra class.

MA 165 Pre-Calculus (Q) **4cr** **F/S**
Prerequisite: Successful completion of MA 105 or equivalent.

The topics covered in this class include functions, graphs, and the use of symbols for expressing mathematical thoughts, polynomials, rational, exponential, logarithmic, and trigonometric functions. Required only of students who want to take MA 181 and whose placement test shows a need for further study of this material.

MA 180 Special Topics

MA 216 Elementary Statistics **3cr** **F/S/SU**
Prerequisite: Successful completion of MA 105

This course is an introduction to the main ideas of statistical inference, with emphasis on statistical reasoning and uses of statistics. Conventional notation and equations are used to explain traditional and robust estimates of location and variability, fundamentals of probability theory, confidence intervals and tests of hypothesis for normal distributions.

MA 276 Math Internship **OD**

Provides student with the opportunity to apply theoretical knowledge in a work placement experience. Academic Advisor will assist student with work place placement and development of course objectives. Registration in this course is restricted.

MA 280 Special Topics

PSYCHOLOGY

PY 101 General Psychology (SS) 3cr F

This course is designed to give students the latest information in the field of Psychology. Psychology is the science of behavior and mental processes. Behavior is anything an organism does and mental processes are the internal subjective experiences we infer from behavior – sensations, perceptions, dreams, thoughts, beliefs, and feelings. Students will achieve the knowledge of Psychology through scientific methods and through American Indian cultural learning styles that are based on student interest and an open minded approach to all understanding. The course will present an overview of the psychological functioning of the individual, including the topics of biological basis of behavior, learning, cognition, motivation, developmental and social processes, psychological disorders and their treatment.

PY 102 American Indian Psychology (pilot) 3cr S

This course considers the values, feelings, and behavior of American Indians today with an emphasis on becoming aware of the many psychological factors influencing their reactions to themselves and society. The course will examine the issues of colonialism and de-colonialism with special emphasis on self determination. The issues of education and learning models concerning the collectivist culture of Indians and the individualist culture of non-Indians will be studied.

PY 130 Introduction to Human Services / Mental Health 2cr F
This course is cross listed as HS 130.

This course presents a general orientation to the field of Human Services and Mental Health. It will give the student information about the helping professional as they participate in education, employment, and research. This course also provides the student with historical and contemporary developmental information concerning the human services and mental health fields.

PY 201 Lifespan Development 3cr S

This course introduces a study of the human lifespan development. It includes the developmental capabilities and needs of humans at different ages with respect to the physical, psychomotor, cognitive, social, emotional and psychological domains. The various models of development are studied for a comprehensive understanding of values, attitudes and beliefs concerning the lifespan. American Indian concepts are also discussed for comparing and contrasting the development of humans through the lifespan.

PY 203 Abnormal Psychology (SS) 3cr S

This is a survey course exploring the etiology, organization, and treatment of maladaptive behavior. This will include neurosis, psychosis, addictions, child behavior problems, and sexual problems. The course will also look at the cross-cultural concepts of abnormal psychology as it pertains to the American Indian.

PY 204 Social Psychology (SS) 3cr F05
This course will study the thought, feeling, and behavior of the individual as they are influenced by other individuals, family, community, and culturally similar and dissimilar people. It will examine the influences of the actual, implied, or imagined presence of others. Group processes and influences along with the relationships between culture and cognitive processes will be studied.

PY 205 Theories of Personality 3cr F06
This course provides ideas, insights, and research regarding the prominent theories of personality. Several different perspectives are used to examine what we are, how we think, and how we react. The course will compare and analyze personality constructs with an emphasis on etiology of and treatment of psychological problems.

PY 250 Educational Psychology 3 cr S
This course is cross listed with ED 250.
This course will provide the basis for instruction and classroom management through comprehensive coverage of the principles, concepts, and implications of human learning from the classical, operant, social learning and cognitive paradigms. The course will also cover measurement, similarities and differences in learners, management and discipline strategies and related corollaries of human learning as applied to instruction. American Indian models of teaching and learning will be examined as they compare and contrast with the contemporary educational programs in use today.

PY 244 Clinical Orientation 1 credit OD
Prerequisite: PY 101 Co-requisite PY 276
This course is introductory and supplemental to PY 276. The use of treatment plan development, documentation, assessments, and evaluations will be taught with hands on application and discussion of processes and issues. American Indian cultural issues concerning these tools and methods will be discussed with possible cultural modifications being applied.

PY 276 Clinical Practicum 4-9 credits OD
Prerequisite: PY 101 Co-requisite PY 276
This course will serve as an internship for the human services and mental health fields. The educational objective will be to allow the student opportunity to integrate academic learning with practice. The intern will complete the work with a counselor, therapist, or professional in a local human services institution or program. The practicum's application will be for multicultural and cross-cultural perspective as much as possible. The student will be required to keep a journal of activities, thoughts, feelings, concerns, positive impressions and ideas for improvements for their places of internship.

PY 280 Special Topics

SCIENCE

SC 101 Mysteries of the Sky (N) 3cr F
A non-mathematical survey of the Universe, from our planet Earth, our neighboring planets and the sun, outward to the constellations, our galaxy and the Universe beyond. Includes sun spots, comets, black holes, quasars and cosmology. Recent discoveries will be presented. Students will learn how to handle a telescope and one mandatory night laboratory is included.

SC 102 Ecology (CIS) 3cr F
Co-requisite: SC 103 Ecology Lab.
Students will develop an understanding of how the natural world works by studying the relationships among plants, animals and other living things and between living things and their environments. Local plants, animals and ecosystems, such as the sagebrush prairie and the Pryor Mountains, will be explored and emphasized. The course will address how species have adapted to their environments, and the composition, function and distribution of populations, communities and ecosystems. A *mandatory* lab experience is included as part of this course.

SC 103 Ecology Lab (CIS) 1cr F
Co-requisite SC 102
Accompanies SC 102 Ecology. Students learn primarily outdoor field skills in ecology, and field trips are included.

SC 104 Introduction to Geology (N) 3cr S
Co-requisite: SC 105 Intro to Geology Lab.
This course covers minerals, rocks, geologic time, heat, volcanism, earthquakes, magnetism, gravity and mountain building processes as related to plate tectonics and land forms. Weathering, glaciers, rivers, oceans and beaches are introduced. A *mandatory* lab experience is included as part of this course.

SC 105 Introduction To Geology Lab (N) 1cr S
Co-requisite SC 104
Laboratory to accompany SC 104. Includes field trips.

SC 110 Principles of Cell Biology (N) 3cr F
Co-requisite: SC 111 Principles of Cell Biology Lab.
This course addresses biological principles common to living things. The course content includes cell structure, function, metabolism and reproduction. Energy pathways and basic genetics are included in the course. The lab is a required co-requisite. A *mandatory* lab experience is included as part of this course.

SC 111 Principles of Cell Biology Lab	(N)	1cr	F
Co-requisite SC 110			
Laboratory to accompany SC 110. Includes laboratory experiments related to course work in SC 110 Principles of Cell Biology.			
SC 112 Diversity of Life	(N)	3cr	S
Co-requisite: SC 113 Diversity of Life Lab.			
Biodiversity is an overview of the diversity of life, examining bacteria, microbes, fungi, plants and animals, with an emphasis on animals and plants. How organisms get food, oxygen and water, digest food, move, sense their environment and reproduce are some of the topics covered. We also discuss their importance in the web of life, and how we classify them. A <i>mandatory</i> lab experience is included as part of this course.			
SC 113 Diversity of Life Lab	(N)	1cr	S
Co-requisite SC 112			
In this lab, students examine microbes, plants, fungi and animals covered in SC 112 Diversity of Life. Dissected animals including clams, worms and fish are examined, but doing the dissections is optional.			
SC 116 Physical World Around Us	(N)	3cr	S
Co-requisite: SC 117 Physical World Around us Lab.			
This course is intended for education majors and non-science majors. Students will be introduced to the fundamentals of chemistry, physics, and earth sciences, and will gain an understanding of the role of scientific concepts in human understanding of the world and its impacts on our society. A <i>mandatory</i> lab experience is included as part of this course.			
SC 117 Physical World Around Us Lab	(N)	1cr	S
Co-requisite: SC 116			
This course represents the laboratory work corresponding to SC 116 Physical World Around Us.			
SC119 Botany Lab	(N)	1cr	S06
Co-requisite SC 120			
Laboratory to accompany SC120, Botany. Algae, fungi and plants are examined, including the anatomy of leaves, stems, roots and woody plants. Students learn to key out and identify local tree species.			
SC 120 Botany	(N)	3cr	S06
Co-requisite: SC 119 Botany Lab.			
Introduction to the Plant Kingdom, including anatomy, physiology and ecology. A <i>mandatory</i> lab experience is included as part of this course.			

SC 121 Introduction to General Chemistry (N) 3cr F
Co-requisite: SC 125 Introduction to General Chemistry Lab.

This is an introductory chemistry course designed for pre-nursing students and students lacking a strong background in chemistry. This course will cover general chemistry including: atomic structure, periodicity, chemical bonding, chemical reactions, acid-base systems, thermodynamics, and the behavior of gasses, liquids, solids, and solutions. This course will also cover selected topics in organic chemistry including: nomenclature, functional groups, organic synthesis, and the structure and role of organic molecules. A *mandatory* lab experience is included as part of this course.

SC 125N Introduction to General Chemistry Lab (N) 1cr F
Co-requisite SC 121

Lab that corresponds with SC 121

SC 201 Soils (N) 3cr S

The course acquaints students with soil properties as components of ecosystems and landscapes. The course addresses how soils knowledge is applied to problems in environmental science, and in management of wildland, agricultural and urban landscapes. Lecture/lab format.

SC 203 Rangeland Resources (CIS) 3cr F05
Co-requisite: SC 204 Rangeland Resources Lab.

This course describes the world's range lands as related to their historic, present and potential use. The course will include Plains grasslands. Special attention will be given to how range land uses affect the nutrient, biological and hydrological cycles around the world and how the ecosystems respond to change. Concepts related to ecological conditions, land potential and ecological trends are introduced in the course material. A *mandatory* lab experience is included as part of this course.

SC 204 Rangeland Resources Lab (CIS) 1cr F05
Co-requisite SC 203

Lab accompanying SC 203 Rangeland Resources

SC 205 Natural Resources Measurement Camp I 2cr Su07

Introduction to common skills and measurements used in identifying, quantifying and understanding natural resources. One week residential summer camp, usually held at Black Canyon Youth Camp in early June.

SC 206 Natural Resources Measurement Camp II 2cr Su06

Additional skills and measurements used in identifying, quantifying and understanding natural resources. (Complements SC205, but SC205 is not a pre-requisite.) One week residential summer camp, usually held at Black Canyon Youth Camp in early June.

SC 210 Anatomy & Physiology I **4cr** **F**
This course is the first in the A&P sequence. SC 110, Principles of Biology is a prerequisite. In this course the student will examine cellular structure, the integumentary system, the muscular system, the skeletal system, and nervous system, and the endocrine system if time allows. Lectures is three times per week focusing on physiology. One period per week is reserved for discussions related to anatomy. Field trips and lab experience incorporated into coursework.

SC 211 Anatomy & Physiology II **4cr** **S**
This course is a continuation of SC 210. In this course the student will examine the endocrine, blood and lymph, cardiovascular, respiratory, urinary, digestive and reproductive systems. Lecture is three times per week focusing on physiology. One period per week is reserved for discussions related to anatomy. Field trips and lab experience incorporated into coursework.

SC 212 Microbes & Disease **3cr** **S**
Co-requisite: SC 213 Microbes and Disease Lab.
The prerequisite for this course is SC 110 Principles of Biology, as knowledge of cells is essential to the study of microbes. The course begins with a general history of microbiology and microscopes. An overview of the anatomy and physiology of bacteria, viruses, protozoan, and fungi is part of the course content. The remainder of the course is devoted to studying organ/organ system diseases, and the type of microbes that cause them. Also included are concepts of immunity, and general laboratory procedures. Upon completing the course, the student should have a general knowledge of disease causing antigens, and how these organisms are handled in a lab setting. A *mandatory* lab experience is included as part of this course.

SC 213 Microbes & Disease Lab **1cr** **S**
Co-requisite: SC 212

Lab accompanying SC 212

SC 214 Nutrition (CIS) **3cr** **S**
Prerequisites: SC110; SC 121 or 131 Cross listed as HE 214
This course covers the basic concepts of human nutrition as related to health and food consumption at the different stages of the life cycle. In addition, nutritional assessment and dietary modifications used in health and disease are also studied.

SC 218 Medical Terminology **3cr.** **F**
Prerequisite and/or a co-requisite of SC 210, SC 211. 218
This course is designed to cover the basic medical terminology information that students need in their preparation for different health professions. Students will learn that medical terms have a structural design, that medical terms can be divided into component word parts and, once learned, the word parts can be utilized to define the meaning of many other medical words.

SC 222 Introduction to Organic Chemistry 3cr S

Prerequisite: SC 121/ SC 122

Co-requisite: SC 223

This one-semester course covers selected areas of organic chemistry: the unique character of the carbon element, chemical bonding, common functional groups and their reactions, structure, nomenclature, properties and reactivity of aliphatic and aromatic hydrocarbons, of their derivatives (halogenated derivatives, alcohols, phenols, ethers, amines, aldehydes and ketones, carboxylic acids, organic and inorganic esters, amides, anhydrides, acyl halides) and the importance of each class of organic molecules in the living world. A *mandatory* lab experience is included as part of this course.

SC 223 Introduction to Organic Chemistry Lab. 1cr S

Co-requisite: SC 222

Introduction to Organic Chemistry and includes the laboratory experiments and procedures related to course

SC 224 Introduction to Biochemistry 3cr SU

Prerequisite: SC 222/SC 223,**Co-requisite:**SC 225

This class focuses on the fundamental topics in biochemistry: structure, synthesis, functions and roles of the biological molecules (carbohydrates, lipids, proteins, enzymes, nucleic acids). Lectures will discuss the roles of bio-molecules as bricks of life (cellular structure), metabolic processes such as cellular respiration, photosynthesis, DNA replication and cell cycles, RNA processing, protein synthesis, enzyme kinetics and control of biochemical reactions

SC 225 Introduction to Biochemistry Lab 1cr SU

This course is a **co-requisite of SC 224**, Introduction to Biochemistry and includes the laboratory experiments and procedures related to course work in SC 222.

230 Forest Fire Management 2cr S

Presuppression and suppression of fire and the uses of fire in management practices. Fire weather, the measurement of fire weather, the factors that influence fire behavior and fire management decisions will all be addressed.

SC240 Tree Biology 3cr S07

The physical and biological requirements for the growth and development of trees. Examines factors that affect tree growth, including chemical and physical properties of soils, water availability, nutrient cycling and climate.

SC 244 Environmental Science (CIS) **3cr** **S**
Environmental Science acquaints the student with the relationship between people and the environment and how human activities affect the earth's natural ecosystems. The course addresses environmental issues such as range and farmland practices, soil ecology, pests and pesticides and alternative methods of pest control, the water cycle and water pollution, air quality and air pollution, hazardous and solid waste management. The student will learn ways to reduce and prevent pollution, population management, protection of wild species, and how to sustain the earth's natural ecosystem upon which life depends.

SC 276 Science Internship **OD**
Provides student with the opportunity to apply theoretical knowledge in a work placement experience. Academic Advisor will assist student with work place placement and development of course objectives. Registration in this course is restricted.

SC 280 Special Topics

Social Science

SS 101 Introduction to Sociology (SS) **3cr** **F/SU**
This course is a survey of Sociology and designed to cover the study of society, organizations, social interactions, socialization, institutions, deviance and social control stratification, ethnic and racial minorities, gender and the family, education, religion and other topics from a sociological perspective.

SS 104 American Government (Pilot) **3cr** **F**
This course is designed to provide the student with a basic knowledge of the theory, principles, and structure of the United States government, including the functions and processes of the fundamental institutions and their interrelationship with one another. Emphasis will be placed on a working understanding of the student's role within the political process, and the similarities and differences of tribal government. An overview of the Montana state government will also be explored.

SS 202 Introduction to Comparative Government (D) **3cr** **S**
This course provides an analysis of the basic political concepts, themes, values and dilemmas as they apply to the world's diverse societies and cultures. Various attempts to explain and justify the distribution of political power within society will be explored.

SS 203 Family and Juvenile Justice Systems (Pilot) 3cr S

This course will compliment course work taken by a student interested in sociology, psychology, or social work. This course will focus on the development of the juvenile courts; juvenile court practices and procedures; neglect; dependency and delinquency; the Indian Child Welfare Act; the roles of the police officer, the juvenile correctional officer, the social service worker and the role of the tribe itself. Traditional tribal court programs as an alternative will also be explored. Prerequisites: none, but Introduction to Sociology is recommended.

SS 176 Internships OD

The primary educational objective of the field experience is to allow the student the opportunity to integrate academic learning with practice. Advisor will assist student with work place placement and development of course objectives. Registration in this course is restricted

SS 180 Special Topics



Little Big Horn College Graduating Class 2005

Little Big Horn College Administration

Yarlott, David. Jr. President

B.S. Montana State University-Bozeman
Business Education
M.S. Montana State University-Bozeman
Business Education
Ed.D. Montana State University-Bozeman
Adult and Higher Education



Blacksmith, Larry Dean of Administration

A.A. Little Big Horn College
General Studies
B.S. Montana State University-Billings
Elementary Education
M.Ed. Grand Canyon University in progress



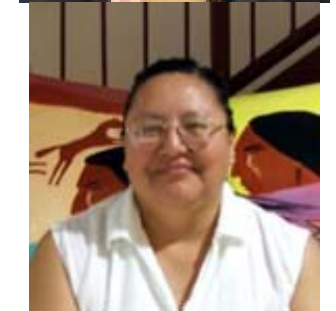
Moccasin-Plainfeather, Mandy Dean of Student Services

A.A. Little Big Horn College
General Studies
B.A. Montana State University-Billings
Sociology
M.Ed. Montana State University-Billings
Interdisciplinary Studies in progress



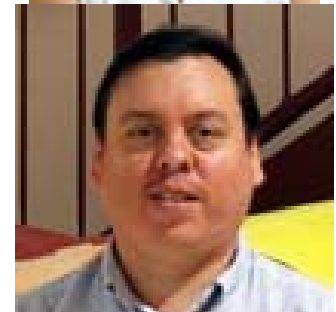
Smith, Lynna Chief Finance Officer

A.A. Little Big Horn College
Business Administration
B.S. Rocky Mountain College
Business Management/Economics



Cooper, Frank Chief Information Officer

B.S. Montana State University-Billings
Business Administration-Information Systems Option
M.B.A. Gonzaga University in progress



Little Big Horn College Faculty

Hooker, Dianna Math Instructor, Department Head of Business, Information Systems, Math and Science

B.S. Montana State University
Mathematics
M.S. Montana State University
Mathematics/Earth Science
Ed. D Math Curriculum and Instruction in progress



Plaggemeyer, Jack Science Instructor

B.S. Montana State University-Bozeman
Range Science
M.S. Montana State University-Bozeman
Biological Sciences
Ph.D. Montana State University-Bozeman
Biological Sciences



Brown, Linda Computer Science Instructor

B.S. Elementary Education, University of Colorado
M.Ed. Computers, Lesley College, Cambridge, Massachusetts
Specialist Degree in Educational Leadership, Chadron State College
Chadron, Nebraska
Ed. D Educational Leadership, MSU-Bozeman



Goodenough, Dan Humanities Instructor

B.A. History Princeton University
M. Div. Theology, Academy of the New Church, Bryn Athyn, PA
S.T.M. Patristics, Lutheran Theology Seminary, Philadelphia, PA



Dillon, John ‘Frenchy’ Human Services Instructor

B.S. Eastern Montana College
Rehabilitation and Related Services
M.S. Montana State University-Billings
Rehabilitation Counseling



Devitt, Steve Communications Instructor

B.A. Montana State University-Billings
English
Masters in Journalism-University of Montana



Stewart, Roy Education Instructor

A.A. American College
Social Work
B.A. American College
Ministerial Studies
M.S. Montana State University-Billings
Rehabilitation Counseling



Benjamin, Carolyn Math Instructor

B.A. Dickinson State
Mathematics



Godelock, Cliff Information Systems Instructor

B.S. Delta State University Cleveland, MS
Education
M. Ed. Delta State University Cleveland, MS
Ed. D. Montana State University-Bozeman



Istrate, Laurentiu ‘Larry’ Science Instructor

M.D. University of Medicine and Pharmacology
‘Grigore T. Popa’ Iasi, Romania
Montana State University-Billings
Master of Health Administration



McCleary, Tim Liberal Arts Instructor

B.A. Montclair State College
Anthropology
M.A. University of Montana
Anthropology
Doctoral Candidate-University of Illinois: Urbana-Champaign
Anthropology



Real Bird, Lanny Business Instructor

B.S. Eastern Montana College
Business Administration. Management Option
M.Ed. Montana State University-Bozeman
Adult and Higher Education
Ed. D. Montana State University-Bozeman
Adult and Higher Education



**Koepplin, Laurie General Studies Department Head,
Communication Arts Instructor**

B.S. Western Montana College
Education/English
M.A. Fresno State University
Linguistics/Teaching English as Second Language



Eggers, Margaret Science Instructor

B.A. Stanford University
Anthropology/Biology
M.A. Stanford University
Cultural Anthropology
M.S. Montana State University-Bozeman
Biology



Little Big Horn College Support Staff

Rides At The Door, Faye Sponsored Programs Director

B.S. Montana State University-Billings
Business Administration-Management Option



Plainfeather, Teatta Book Store Manager

A.A. Little Big Horn College
Business Administration/Data Processing
B.S. Rocky Mountain College
Business



Passes, Marlon Financial Accounting Assistant

Accounting Certification-Southwestern Indian Polytechnic
Institution-Albuquerque, New Mexico



Good Luck, Aldean Accounts Payable Officer

B.S. Rocky Mountain College
Applied Management in progress



Big Man, Phylene Payroll Officer

Haskell Indian Nations University



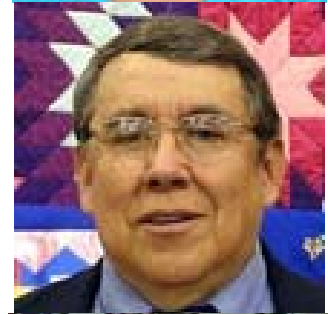
Reed, Melodee Receptionist/Administrative Assistant

A.A Little Big Horn College
Business Administration in progress



Howe, Robert Registrar

B.A. University of Montana
Sociology



Pretty On Top, Tina Admissions Officer

A.A. Little Big Horn College
General Studies/Data Processing



Pretty on Top, Rachel Financial Aid Director

A.A. Little Big Horn College
Business Administration
B.S. Rocky Mountain College
Applied Management in progress



Old Crow, Bill Financial Aid Assistant

A.A. Little Big Horn College
Business Administration



Falls Down, Donna Human Resources Director/Adjunct Faculty

B.A. University of Oklahoma
Political Science
Master of Justice Administration
Norwich University Northfield, Vermont



Russell, Jay Network Specialist

A.A. Little Big Horn College
Information Systems/Data Processing



Good Luck, Alda TCUP/STEM Student Advisor

B.S. College of St. Theresa, Winona, MN
Human Services



Holds the Enemy, Jane TCUP/STEM Technology Coordinator

A.A. Little Big Horn College
Business Administration/Data Processing



Old Elk, Latonna Extension Project Director

B.S. Montana State University-Billings
Administrative Management in progress



Howe, Angela Extension Administrative Assistant

A.A. Health and Human Services
Little Big Horn College in progress



Not Afraid, Lorri Outreach Farm Service Agency Director

A.A. Little Big Horn College
General Studies/Business Administration
B.S. University of Wyoming
Business Administration



Mc Cartney, Heather Garden Project/Horticulture Coordinator

B.S. Montana State University-Bozeman
Agricultural Education



Horn, Sam Crow Farmers/Ranchers Program Director

A.A. Little Big Horn College
Science/Math
B.S. Montana State University-Bozeman
Animal Science/Range Management



Yarlott, Deborah TRiO Director

A.A. Little Big Horn College
General Studies
B.S. Montana State University-Bozeman
Home Economics/Family Science



Colliflower, Natalie TRiO Data Technician

A.A. Little Big Horn College
Information Systems, Business Administration
B.S. Rocky Mountain College
Business Management



Realbird, Gordon, Sr. TRiO Academic Coordinator

B.S. Eastern Montana College
Education



Hill-Chavis, Jonella TRiO Administrative Assistant

A.A. Little Big Horn College
Business Management in progress



Kindness, Larry Construction Liaison

OSHA Certification Standards 1910 Level 1
General Industry Occupational Safety & Health Standards American
Safety Training, Inc, Albuquerque, New Mexico
Building Inspection /Field Inspection Session Certification
University of Wisconsin-Madison College of Engineering
Fire Alarm and Detection Systems Certification
Oklahoma State University College of Engineering



Snell, Beverly Rural Systemic Initiative (RSI) Director

B.A. Eastern Montana College
Elementary Education



Hogan, Ardith RSI School Outreach Coordinator

A.A. Little Big Horn College
General Studies
B.S. Rocky Mountain College
Business Management in progress



Brown, Collena RSI Data/Office Manager

A.A. Little Big Horn College
Business Administration
B.S. Rocky Mountain College
Business Management



Big Hair, Lauren President's Assistant

A.A. Little Big Horn College
Elementary Education



Little Big Horn College Library Staff

Bernardis, Tim Librarian

B.A. University of California Berkeley
History/Native American Studies
M.Ed. Montana State University-Bozeman
Adult and Higher Education



Hill, Christine Library Technical Assistant

A.A. Little Big Horn College
Business Administration/Data Processing



Springfield, Edwin Library Assistant

OCLC-Rocky Mountain College
Cat Express Certification
ILL Web Searching Certification
ILL Web Basics Certification



Bartlett, Faith Archivist

B.S. Montana State University-Billings
Art Education



Nomee, Carlton Jr. Maintenance/Custodial Supervisor



Don't Mix, Sarah Maintenance/Custodial Assistant



Bull Chief, Lionel Maintenance/Custodial Assistant



Whiteclay, Harold Maintenance/Custodial Assistant



Nomee, Loretta Snack Bar/Gift Shop Attendant



Little Big Horn College Board of Trustees

Old Elk, Walter Sr.

Center Lodge District Board of Trustees

A.A. Little Big Horn College
A.A. Heald College San Francisco, CA
Jr. Accounting
B.A. Montana State University-Billings
Elementary Education
Profession: Crow Tribal Administration



Pretty On Top, Kenneth

Center Lodge District Board of Trustees

Haskell Indian Nations University
Sergeant, U.S. Army-Vietnam Veteran 67-70
General Superintendent, Sarpy Mines, Retired (24 yrs)
Profession: Pastor, Spirit of Life Four Square Church, Crow Agency, Montana



Bad Horse, Fatima

Wyola District Board of Trustees

Member of the Wyola School District for 20 years
Secretary/Assistant clerk for Wyola School District 17 years
Former BIA employee-3 years
Little Big Horn College Board of Trustee member 5 terms
A.A. Little Big Horn College
Business Administration in progress



Shane, Beverly White Clay

Wyola District Board of Trustees

Secretary Board of LBHC Trustees
Member of the Health Board for Crow Tribal Administration for 17 years
Attended MSU-Billings and Little Big Horn College as CDA student
Employed 10 years as Head Start Health Coordinator



Dawes, Marvin

Black Lodge District Board of Trustees

A.A. Little Big Horn College
Liberal Arts
Former coordinator for LBHC Tourism Program with National Park Service
Profession: Lead Park Ranger Supervisor Little Big Horn Battlefield National Monument



White Clay, Hugo

Black Lodge District Board of Trustees

A.A. SIPI Southwestern Indian Polytechnic Institute-Albuquerque,
NM
Graphic Communication



Goes Ahead, Marlan

Pryor District Board of Trustees

CDL Certification Sage Trucking-Billings
Teacher Aide-St. Charles School
Board of Trustees Member St. Charles School, 6 years
Pryor Public Schools 8 years
Profession: Bus driver, Cement Finisher, Truck driver w/CDL



Stands, Sharon

Pryor District Board of Trustees

M.S. Montana State University-Bozeman
School Administration
M.S. University of Montana-Missoula
Administration K thru 12
Retired



Nomee, Berthina

Lodge Grass District Board of Trustees

A.A. Little Big Horn College
Business Administration
B.S. Montana State University-Billings
Business Administration
M.A. University of Montana in progress
Profession: Crow Tribal Grants Coordinator



Old Bear, Loren

Lodge Grass District Board of Trustees

A.A. Eastern Montana College
General Education
B.S. Eastern Montana College
Business Administration
Profession: Minerals Office Manager-Crow Tribe
Land Resources Committee-Crow Tribe



Not Afraid, Reva

Big Horn District Board of Trustees

B.S. Eastern Montana College
Elementary Education
M.A. Walden University
Reading and Literacy in progress
Profession: Elementary teacher for Crow Agency Public Schools 15 years



Deputee, Kenneth

Big Horn District Board of Trustees

Chairman Board of Trustees
B.S. Montana State University-Billings
Education
M.A. Montana State University-Bozeman
Business Administration
Profession: Principle for Lodge Grass Public Schools



Stewart, Roy

LBHC Faculty Representative Board of Trustees

A.A. American Indian College
Social Work
B.A. American Indian College
Ministerial Studies
M.S. Montana State University-Billings
Rehabilitation Counseling



Old Crow, Bill

LBHC Staff Representative Board of Trustees

A.A. Little Big Horn College
Business Administration



Whiteman, Kyle

LBHC Student Representative Board of Trustees



Little Big Horn College Crow Agency, MT





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