



# Northeast Alabama Community College

2017-2018  
**CATALOG/STUDENT HANDBOOK**  
*Volume 52 | June 2017*



 Begin Your Future Here!

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# NORTHEAST ALABAMA COMMUNITY COLLEGE

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Rainsville, Alabama 35986

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Salon Institute  
256-259-1512

Website:  
[www.nacc.edu](http://www.nacc.edu)

Download the College's Free App  
from the Apple App Store or  
Google Play Store

## ACCREDITATIONS

Northeast Alabama Community College is accredited by the Southern Association of Colleges and Schools Commission on Colleges to award the Associate Degree. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097 or call 404-679-4500 for questions about the accreditation of Northeast Alabama Community College.

The Associate Degree and Practical Nursing Programs are accredited by the Accreditation Commission for Education in Nursing (ACEN) (3343 Peachtree Road NE, Suite 850, Atlanta, GA 30326; 404-975-5000, Fax 404-975-5020; [www.acenursing.org](http://www.acenursing.org)). The nursing programs are also approved by the Alabama Board of Nursing.

The EMS Community Training Center is accredited by the American Heart Association (7272 Greenville Avenue, Dallas, Texas 75231; 800-242-8721).

The Paramedic Program is accredited by the Commission on Accreditation of Allied Health Education Programs ([www.caahep.org](http://www.caahep.org)) upon the recommendation of the Committee on Accreditation of Educational Programs for the Emergency Medical Services Professions (CoAEMSP). (Commission on Accreditation of Allied Health Education Programs, 1361 Park Street, Clearwater, FL 33756, 727-210-2350, [www.caahep.org](http://www.caahep.org)).

The Medical Assistant Program is approved by the American Medical Technologists (AMT) (10700 West Higgins, Suite 150, Rosemont, IL 60018; 800-275-1268).

The Industrial Electronics program is approved by Electronics Technicians Association International (ETA International) (5 Depot Street, Greencastle, IN 46135; 800-288-3824).

## MEMBER OF

Southern Association of Colleges and Schools Commission on Colleges  
American Association of Community Colleges  
Alabama Community College Association  
National Association for Developmental Education  
National League for Nursing  
League for Innovation in the Community College  
National Institute for Staff and Organizational Development  
National Career Development Association

NOTICE: This catalog is the official announcement of the programs, requirements, and regulations of Northeast Alabama Community College. The contents of this catalog are subject to change without notice and are not to be construed as a binding contract between Northeast Alabama Community College and any student. There may be occasion when criteria in this catalog may necessarily change due to Alabama Community College System Board of Trustees action, legislative mandates, or other unavoidable events. Examples would be tuition and fee changes as well as course offerings. This catalog is available in alternate format on request. Published annually by Northeast Alabama Community College.

## *Message from the President*

*Whatever your education needs, Northeast Alabama Community College (NACC) will provide you with an opportunity to set the foundation for your future. As a comprehensive community college, NACC provides educational programs in academic transfer, career and job training, cultural activities, the fine arts, and adult basic education. College personnel strive for excellence and the result is a community college that is one of the best in the South.*

*Know that when you enroll in one of our academic transfer programs and follow the appropriate guidelines that your courses are guaranteed by state law to be accepted at any public college in Alabama. For more information on this visit the STARS website at [www.stars.troy.edu](http://www.stars.troy.edu). Know, also, that our career programs are among the best in the state. Our nursing students, for example, consistently pass National Council Licensure Examination (NCLEX) for registered nurses at a rate much higher than state and national averages. Take part, or simply enjoy our outstanding cultural arts programs at Northeast, such as those in theatre, music, art, and the humanities. NACC has steadily built a reputation as a major center for the arts in North Alabama. Perhaps you need job skills training and refresher courses in developmental studies; these opportunities are available at NACC as well.*

*As you read through this catalog, know also that financially there is a way for you to attend NACC. Our tuition is very affordable — only fifty to sixty percent of that at a four-year school. Additionally, NACC operates an outstanding financial aid and scholarship program. Our student loan program, in fact, provides anyone with the opportunity to attend Northeast. Loans are made with little or no interest in the repayment schedule. The college has never been so accessible.*

*While at Northeast, students may take part in a diverse range of activities, such as intramural sports, physical activities, academic honoraries, professional and career groups, student government, clubs, and organizations. We want our students to enjoy their experiences here at Northeast and our campus is lined with courtyards, flower gardens, sidewalk tables, and benches. The college has a walking/nature trail around a four-acre lake on the north end of campus. We know that at a college much learning takes place in the interaction of fellow students, faculty, and staff. Our college is designed toward providing that interaction.*

*We at Northeast are proud of the national recognition that we have received in recent years. The prestigious Aspen Institute, for example, has named NACC as one of the top community colleges in America. Also, CNNMoney ranked the college the fifteenth best among the approximately 1,000 American community colleges, and BestSchools.org named Northeast the twentieth best in the nation. The college has doubled its enrollment over the past decade and added new programs and buildings. Our state-of-the-art Mathematics, Science, and Engineering Technology Center is our newest facility. As one of the first completely WiFi access locations in Alabama, we take special pride in the educational technology that we have on campus. This technology includes twenty-two computer labs that serve students.*

*Attend Northeast and find out why our Instructors are so often described as the “best teachers I ever had” by so many people who attend the college. Come join us at Northeast and feel the energy and pride of an institution that is on the move. You will forever be a part of the Northeast family! Begin your future here!*

*Dr David Campbell, President  
Northeast Alabama Community College*



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# 2017

# 2018

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## 2017-2018

### QUICK REFERENCE CALENDAR

SEMESTER	FALL 2017	SPRING 2018	SUMMER 2018
Registration Begins By Appointment	June 12	October 2	April 2
Registration (Regular)	August 23	January 5	May 30
First Day of Classes	August 24	January 8	May 31
Registration Ends—Last Day to Drop/Add Classes	August 25	January 9	June 1
Last Day to Drop Classes/Withdraw	December 7	April 30	August 1
Last Day of Classes	December 13	May 4	August 7
Final Examinations	December 14-15-18-19-20	May 7-8-9-10-11	August 8-9
Holidays/College Closed	September 4 November 10 November 23-24 December 22 December 25-26 December 29	January 1-2 January 15 February 19 March 30 May 28	July 4
Graduation		May 17	

\*Academic Calendar subject to change. Please check each semester's Schedule of Classes for registration information.

# COLLEGE CALENDAR 2017-2018

## FALL SEMESTER 2017

(Composite: 78 Instructional Days; 85 Duty Days)

**Registration for all students begins by appointment: Monday, June 12, 2017**

August 21-22	Monday-Tuesday	Local Professional Development Faculty Duty Day
August 23	Wednesday	Registration – Faculty Duty Day
August 24	Thursday	First Day of Class
August 25	Friday	Registration Ends – Last Day to Drop/Add Classes
September 4	Monday	Labor Day Holiday/College Closed
November 10	Friday	Veterans' Day/College Closed
November 20-21-22	Monday-Wednesday	Faculty Duty Days (no classes)
November 23-24	Thursday-Friday	Thanksgiving Holidays/College Closed
November 27	Monday	Classes Resume
December 7	Thursday	Last Day to Drop Class/Withdraw
December 13	Wednesday	Last Day of Class
December 14-20	Thursday-Wednesday	Final Exams
December 21	Thursday	Faculty Duty Day
December 22	Friday	Local Holiday/College Closed
December 25-26	Monday-Tuesday	Christmas Holidays/College Closed
December 27-28	Wednesday-Thursday	Staff Duty Days/Non-Instructional
December 29	Friday	Local Holiday/College Closed

## SPRING SEMESTER 2018

(Composite: 83 Instructional Days; 90 Duty Days)

**Registration for all students begins by appointment: Monday, October 2, 2017**

January 1	Monday	New Year's Day/College Closed
January 2	Tuesday	Local Holiday/College Closed
January 3	Wednesday	Local Professional Development Faculty Duty Day
January 4	Thursday	Faculty Duty Day
January 5	Friday	Registration – Faculty Duty Day
January 8	Monday	First Day of Class
January 9	Tuesday	Registration Ends – Last Day to Drop/Add Classes
January 15	Monday	Dr. M.L. King Birthday Observance/College Closed
February 19	Monday	Local Holiday/College Closed
March 26-30	Monday-Friday	Spring Break – No Classes
March 26-29	Monday-Thursday	Staff Duty Days/Non-Instructional
March 30	Friday	Local Holiday/College Closed
April 2	Monday	Classes Resume
April 30	Monday	Last Day to Drop Class/Withdraw
May 4	Friday	Last Day of Class
May 7-11	Monday-Friday	Final Exams
May 14-16	Monday-Wednesday	Faculty Duty Days
May 17	Thursday	Graduation – Faculty Duty Day

## SUMMER SEMESTER 2018

(Composite: 50 Instructional Days; 54 Duty Days)

**Registration for all students begins by appointment: Monday, April 2, 2018**

May 28	Monday	Memorial Day/College Closed
May 29	Tuesday	Faculty Duty Day
May 30	Wednesday	Registration
May 31	Thursday	First Day of Class
June 1	Friday	Registration Ends – Last Day to Drop/Add Classes
July 4	Wednesday	Independence Day Holiday/College Closed
July 5	Thursday	Classes Resume
August 1	Wednesday	Last Day to Drop Class/Withdraw
August 7	Tuesday	Last Day of Class
August 8-9	Wednesday-Thursday	Final Exams
August 10-13	Friday-Monday	Faculty Duty Days

## HOLIDAYS 2017-2018

The following days are designated as official holidays, and all twelve-month non-instructional personnel will not be required to work. There are ten prominent and common holidays plus five institutional holidays throughout the twelve-month period. The college will be officially closed on these days; however, a security force will be on duty at all times.

September 4	Monday	Labor Day (State Holiday)
November 10	Friday	Veterans' Day (State Holiday)
November 23-24	Thursday-Friday	Thanksgiving (State Holidays)
December 22	Friday	Local Holiday
December 25-26	Monday-Tuesday	Christmas (State Holidays) Observed
December 29	Friday	Local Holiday
January 1	Monday	New Year's Day (State Holiday) Observed
January 2	Tuesday	Local Holiday
January 15	Monday	Dr. M.L. King Day (State Holiday)
February 19	Monday	Local Holiday
March 30	Friday	Local Holiday
May 28	Monday	Memorial Day (State Holiday)
July 4	Wednesday	Independence Day Holiday (State Holiday)



## Mission Statement

The mission of Northeast Alabama Community College is to provide accessible quality educational opportunities, promote economic growth, and enhance the quality of life for the people of Alabama.

## Goals

To accomplish the mission, Northeast Alabama Community College has established the following goals or intended results:

1. An “open door” admission policy which insures nondiscriminatory educational opportunities for individuals regardless of race, color, disability, sex, religion, creed, national origin, or age.
2. Available, accessible, and affordable courses that provide quality instruction in general education at the freshman and sophomore levels that lead to the attainment of specified learning outcomes, associate degrees, and transfer to senior institutions.
3. Available, accessible, and affordable courses that provide quality instruction in career and technical programs that lead to the attainment of specified learning outcomes, certificates, associate degrees, or institutional awards, and employment in the field of study.
4. Developmental and adult basic education which assists individuals who need to improve their basic learning skills and supports individuals lacking college preparatory backgrounds.
5. Student services which assist individuals to formulate and achieve career, educational and personal goals through counseling and academic advisement services and provide opportunities to participate in social and cultural activities.
6. Recruitment and retention of qualified personnel who are afforded professional development opportunities and institutional support needed to provide quality postsecondary education.
7. Services and training specifically designed and delivered to meet the needs of local business, industry, community organizations, and governmental agencies.
8. Community services which support personal growth, cultural enrichment, and societal activities; provide access to college facilities for community activities; and promote community, social, and economic improvement.
9. Procurement and administration of financial resources in an effective manner.
10. Provision for and maintenance of a physical plant with instructional facilities and technology which provide a safe learning environment and are suitable for all the institution’s programs and services.





Northeast Alabama Community College

# GENERAL INFORMATION

## HISTORY

Northeast is one of the twelve junior colleges created by the State Legislature during the administration of Governor George C. Wallace. Act No. 93, approved May 3, 1963, authorized the College. Act No. 94 approved May 3, 1963, vested in the State Board of Education the authority and responsibility for the operation and maintenance of the community colleges. On May 7, Act No. 2015-125 changed the governance to the Alabama Community College System Board of Trustees.

Many individuals and organizations were instrumental in locating the College on the Jackson-DeKalb County line. The Jackson County Board of Revenue and the DeKalb County Board of Commissioners donated a sixty-acre site for the College. The original site consisted of thirty acres in Jackson County and thirty acres in DeKalb County. An additional 35 acres were purchased in February of 1969, 5.54 acres purchased in 1982, 2.7 acres purchased in 1991, 10 acres purchased and 1-7/10 acres donated in 1996, and approximately 3 acres added in 2009.

The College began operation on the quarter system (fall, winter, spring, and summer). The first classes began September 30, 1965, with 380 freshmen. In the Fall of 1998, Northeast changed to the semester system (fall, spring and summer).

In May, 1992, the Alabama State Board of Education renamed the College Northeast Alabama State Community College. The Chancellor of the Alabama Community College System approved the change in the name of the College to Northeast Alabama Community College in 1996.

## CAMPUS

The campus of Northeast consists of 117 acres and eighteen buildings. Two large, lighted directional signs, each with a campus map, are placed in strategic locations for the assistance of students and visitors. One of these signs is located just off the front parking lot, between the Pendley Administration Building and the quadrangle. The other is near the east entrance to the Student Center, between the Learning Resources Center and the Business Education Building. Additionally, a sign at the entrance to each building displays the building name and the corresponding two-letter code used to identify class location in the schedule of classes each term. A feature of special interest is the .7-mile Nature and Walking Trail, a paved, fully accessible pathway circling a four-acre lake on the north side of campus. This trail is open to students and to the community during daylight hours.

The George C. Wallace Administration Building accommodates faculty, professional and administrative support staff members, a photocopying facility, general classrooms, Financial Aid, College and Career Planning Center, and Career Planning Center, and Dean of Administrative Services.

The Social Sciences Building provides the laboratories and classrooms for social sciences and criminal justice. It also has faculty offices and a tiered lecture room.

The Annex contains classrooms and the college bookstore.

The English Building accommodates classrooms, faculty offices, the yearbook staff, and the Student Government Association.

The Student Center provides a cafeteria, a large dining or lounging area for students, a guest dining room, Kahva Cafe, first aid facilities, Dean of Student Services and admissions offices, campus security office, and the Center for Student Success.

The W. M. Beck Health and Fine Arts Building houses English, art, music, laboratories for mathematics, Music Auditorium, the Adult Basic Education program and Child Development classes.

The Maintenance Building provides facilities for the care and upkeep of the buildings and grounds.

The Harry Campbell Business Education Building contains faculty offices, business and office administration classrooms.

The Cecil B. Word Learning Resources Center features an audiovisual room and resources, a distance learning facility, online resources, classrooms, and faculty offices, as well as the college library.

The E. R. Knox Science Laboratory Building houses chemistry and biology laboratories, along with faculty offices.

The Tom Bevell Lyceum houses the theatre and drama classrooms. It features a 730 seat auditorium.

The Charles M. Pendley Administration Building provides offices for the President, the Vice President/Dean of Instruction, the Director of Workforce Development, the Dean of Extended Day, Director of Development, Director of Educational Technology, High School Relations/Recruiting, Event Planning and Alumni Relations, and the Director of Promotions and Marketing. The Management Information Services and Registrar's Offices are also in this building, along with classrooms and computer laboratories.

The Technology Center houses the Industrial Electronics and Computer Aided Drafting programs, with laboratories and faculty offices.

The Health Education/Workforce Technology Building houses all health-related programs as well as the Alabama Technology Network Center.

The Industry Training Center provides classrooms and faculty offices for the workforce development division.

The Industrial Systems Technology Center houses workforce development programs with classrooms, laboratories, and faculty offices.

The Math, Science and Engineering Technology Center houses classrooms, anatomy, biology, chemistry, mathematics, and physics/engineering tech laboratories, faculty offices, and student study areas, as well as a storm shelter.

<b>Building</b>	<b>Year of Construction</b>
George C. Wallace Administration Building	1965
Social Sciences Building	1966
English Building	1966
Student Center	1966
Annex	1968
W. M. Beck Health and Fine Arts Building	1970
Maintenance Building	1974
Student Center Addition	1975
Harry Campbell Business Education Building	1977
Cecil B. Word Learning Resources Center	1979
E. R. Knox Science Laboratory Building	1984
Tom Bevell Lyceum	1994
Charles M. Pendley Administration Building	1994
Technology Center	2002
Health Education/Workforce Technology Center	2007
Industry Training Center	1975
Industrial Systems Technology Center	2009
Math, Science, and Engineering Technology Center	2014