Agenda Item III

Meeting Minutes

April 2, 2026

APPRAISER CERTIFICATION BOARD
MEETING MINUTES

April 2, 2026, 9:00 a.m.

Nevada Department of Taxation9850 Double R Blvd, Ste. 101
Reno NV 89521

And Zoom

Members Present:
Jana Seddon, Chair
Lorna Quisenberry, Vice Chair
Jayme Jacobs
Sorin Popa
Chris Sarman
Catherine Starks

I. Call the meeting to order and establish a quorum.

Chair Popa called the meeting to order at 9:00 a.m. Matthew Stelmaszczyk, Program Officer I with the Department of Taxation (Department) took roll call. All Members were present.

II. Public Comment

There was no public comment.

III. **Election of Chair and Vice Chair (for possible action).**

Discussion was held regarding the Board's historical rotation of the Chair position.

Member Quisenberry nominated Member Seddon as Chair. The motion was seconded by Member Sarman and carried unanimously. Chair Seddon assumed the role of Chair.

Chair Seddon nominated Member Quisenberry as Vice Chair. The motion was seconded by Member Jacobs and carried unanimously.

IV. Consideration for Approval of the October 21, 2025, Appraiser Certification Board Meeting Minutes

A motion was made by Member Sarman and seconded by Member Popa to approve the October 21, 2025, meeting minutes. The motion carried unanimously.

The board recessed at approximately 9:06 a.m. and reconvened at approximately 9:09 a.m.

Chair Seddon announced the following changes to the agenda:
Item V- 23 pertaining to TMCC – Business Calculations & Methods was removed from the Consent Calendar as a duplicate and retained for consideration under Item VI-5.
Item VII was moved for consideration prior to Item V.

VII. Discussion and direction from Appraiser Certification Board to Department Staff pertaining to processing continuing education credit requests for courses provided annually. (for possible action).

Deputy Director Mitchell presented the discussion item regarding the handling of recurring continuing education courses that do not substantially change year to year.

The Members noted that while course formats may remain consistent, the content, particularly for Market Symposiums and USPAP, changes annually and remains relevant. The Board directed staff to continue the annual submission of these courses for the Board's consideration.

V. **Consent Calendar**

A. Consideration for Approval of Continuing Education Credit Hours Reviewed by the Department of Taxation (for possible action).

1) UNM – Calculus I, 36 Hours
2) UNM – Calculus II, 36 Hours
3) IAAO – 91st Annual Conference, 12 Hours
4) MCKISS – The Fundamentals of Appraising Luxury Homes, 4 Hours
5) TMCC – Excel for Accounting, 36 Hours
6) GBC – Labor Economics, 3 Hours
7) GBC – Professional Ethics, 3 Hours
8) GBC – Applied Accounting & Finance, 3 Hours
9) GBC – Precalculus I, 3 Hours
10) IAAO – Interpreting Legal Documents, 14 Hours
11) UNR – Intermediate Microeconomics, 36 Hours
12) TMCC – Principles of Macroeconomics, 36 Hours
13) TMCC – Principles of Microeconomics, 36 Hours
14) UNR – Economic Impact Analysis, 36 Hours
15) UNR – Law & Economics, 36 Hours
16) UNR – Intermediate Macroeconomics, 36 Hours
17) UNR – Probability & Statistics, 36 Hours
18) CCE – FHA Site Inspection, 7 Hours
19) AI – Small Hotel/Motel Valuation, 7 Hours
20) UNR – Introduction to Econometrics, 36 Hours
21) MCKISS – 2025 National USPAP Course, 7 Hours
22) AI – 2026 Las Vegas Market Symposium, 8 Hours
23) TMCC – Business Calculations & Methods, 36 Hours

The Board reviewed the Consent Calendar and identified several items for removal or modification. Items V- 4, 19, and 21 were removed as these courses were previously approved by the Board. Items V- 3, 15, and 18 were pulled for further discussion under Item VI.

A motion was made by Member Sarman to take the following actions on the Consent Calendar:
Approve items V- 1, 2, 5, 10, 11, 12, 13, 14, 16, 17, 20, and 22

1) UNM – Calculus I, 36 Hours
2) UNM – Calculus II, 36 Hours
5) TMCC – Excel for Accounting, 36 Hours
10) IAAO – Interpreting Legal Documents, 14 Hours
11) UNR – Intermediate Microeconomics, 36 Hours
12) TMCC – Principles of Macroeconomics, 36 Hours
13) TMCC – Principles of Microeconomics, 36 Hours
14) UNR – Economic Impact Analysis, 36 Hours
16) UNR – Intermediate Macroeconomics, 36 Hours
17) UNR – Probability & Statistics, 36 Hours
20) UNR – Introduction to Econometrics, 36 Hours
22) AI – 2026 Las Vegas Market Symposium, 8 Hours;

Approve items V- 6, 7, 8, and 9 with corrected hours of 36 each

6) GBC – Labor Economics, 36 Hours
7) GBC – Professional Ethics, 36 Hours
8) GBC – Applied Accounting & Finance, 36 Hours
9) GBC – Precalculus I, 36 Hours;

Remove items V- 4, 19, and 21 as these courses were previously approved by the Board

4) MCKISS – The Fundamentals of Appraising Luxury Homes, 4 Hours
19) AI – Small Hotel/Motel Valuation, 7 Hours
21) MCKISS – 2025 National USPAP Course, 7 Hours; and

Move Items V- 3, 15, and 18 from the Consent Calendar for consideration under Item VI

3) IAAO – 91st Annual Conference, 12 Hours
15) UNR – Law & Economics, 36 Hours
18) CCE – FHA Site Inspection, 7 Hours

The motion was seconded by Member Popa and carried unanimously.

VI. Review and Consideration of Continuing Education Credit Hours (for possible action).

1) WGU – Sales Management, 36 Hours
2) TMCC – Bookkeeping I, 36 Hours
3) TMCC – Bookkeeping II, 36 Hours
4) TMCC – Introduction to Information Systems, 35 Hours
5) TMCC – Business Calculations & Methods, 36 Hours
6) TMCC – Business Letter & Report, 36 Hours
7) TMCC – Microcomputer Accounting System, 36 Hours

Former Item V- 3) IAAO 91st Annual Conference, 12 Hours
Vice Chair Quisenberry and Member Sarman discussed the applicability of 'Constant Change: Modernize Workflows to Adapt to New Laws and Less Staff' for 1.5 hours and 'Innovate to Change' for 1 hour. A motion was made by Member Sarman to approve the IAAO 91st Annual Conference with adjusted hours of 9.5 hours for the two sessions discussed removed. The motion was seconded by Member Jacobs and carried unanimously.

Former Item V- 18) FHA Site Inspection, 7 Hours
Discussion was held regarding applicability of the course to appraisal work. A motion was made by Member Sarman to approve the FHA Site Inspection course for 7 hours. The motion was seconded by Member Popa and carried with Chair Seddon and Vice Chair Quisenberry opposed.

Former Item V- 15) UNR Law and Economics, 36 Hours
Deputy Director Mitchell read the written submission provided by the appraiser prior to the meeting. A motion was made by Vice Chair Quisenberry to approve the UNR Law and Economics course for 36 hours. The motion was seconded by Member Popa and carried unanimously.

Item VI-1) WGU Sales Management, 36 hours
A motion was made by Member Sarman to not approve the WGU Sales Management course. The motion was seconded by Member Jacobs and carried unanimously.

Item VI- 2) & VI- 3) TMCC Bookkeeping I & II, 36 hours each
A motion was made by Vice Chair Quisenberry to approve both the TMCC Bookkeeping I & II courses for 36 hours each. The motion was seconded by Member Popa and carried unanimously.

Item VI- 4) TMCC Introduction to Information Systems, Corrected to 36 hours
Discussion highlighted the increasing importance of data and spreadsheet skills in appraisal work. A motion was made by Vice Chair Quisenberry to approve the TMCC Introduction to Information Systems course for 36 hours. The motion was seconded by Member Jacobs and carried unanimously.

Item VI- 5) TMCC Business Calculations & Methods, 36 hours
Discussion was held regarding the applicability of the course to appraisal work. A motion was made by Member Popa and seconded by Vice Chair Quisenberry to approve the TMCC Business Calculations & Methods course for 36 hours. The motion carried unanimously.

Item VI- 6) TMCC Business Letter & Report, 36 hours
Discussion was held regarding the relevance of written communication skills to appraisal work. A motion was made by Member Sarman to not approve the TMCC Business Letter & Report course. The motion was seconded by Vice Chair Quisenberry and carried unanimously.

Item VI- 7) TMCC Microcomputer Accounting System, 36 Hours
Discussion was held regarding the applicability of accounting systems and financial data processing to appraisal functions. A motion was made by Member Popa to approve the TMCC Microcomputer Accounting System course for 18 hours instead of the original 36 hours. The motion was seconded by and carried unanimously.

VII. Briefing to/from Appraiser Certification Board and Department Staff (for discussion only).

Department staff provided updates regarding ongoing system functionality and issues related to course submission tracking. Staff also discussed upcoming training opportunities, assessor conference exams, and the need to schedule additional ethics courses for new appraisers. Board members provided feedback on system usability and operational challenges experiences at the county level.

VIII. Schedule Next Meeting Date and Review Agenda Topics for the Next Appraiser Certification Board Meeting (for discussion only).

The Board discussed scheduling the next meeting and indicated a preference for holding the meeting in late June, prior to the end of the fiscal year. Department staff stated they would coordinate and provide potential meeting dates to the Board members.

IX. Public Comment

There was no public comment.

X. Adjournment

The meeting was adjourned at 10:29 a.m.

Agenda Item IV - A

1) Appraisal Institute (AI) – 2025 Las Vegas Market Symposium

Application	161679
Course Title	2025 LAS VEGAS MARKET SYMPOSIUM
Course Provider	AI – APPRAISAL INSTITUTE
Hours	7
Summary	The Las Vegas Market Symposium offers a forward-looking examination of economic and real estate trends shaping the region. Attendees will explore the effects of recent market volatility while hearing insights from leading brokers, developers, and industry experts.

WELCOME

Welcome to the 13th Las Vegas Market Symposium! On behalf of the Nevada Chapter of the Appraisal Institute, I would like to thank you for your attendance and support. I would also like to thank all our sponsors, moderators and speakers who made the Symposium possible. I am also grateful to the LVMS Committee and the Nevada Chapter Board of Directors, who provided exceptional support for this event.

Throughout 2024, we found ourselves in the ups and downs of the current economy. There were sold-out shows, record number of air passengers and major construction. However, the state is still burdened by high unemployment, higher costs of living and a housing market that is out of reach for many. What will 2025 look like in all corners of the real estate industry?

Las Vegas is a city of reinvention, renovation and renewal. From Water Street to Fremont Street, we have all seen the ups and downs over the past year. Despite many uncertainties, the spirit of Las Vegas has marched forward. Existing companies are expanding, new companies are entering the market and major construction up and down the Strip is poised to change our skyline once again.

With our Symposium, we provide a look to the upcoming year. We have attracted the top brokers, investors and developers from all areas of the real estate market to join us for that discussion. In addition, we will have a lunchtime address featuring three industry titans in a discussion titled *"Las Vegas Real Estate: A Journey Through Historic Deals."* This year's Symposium is promising to offer unique information to this year's attendees.

We would also like to recognize that a portion of each paid Las Vegas Market Symposium registration will be donated to Nevada Partnership for Homeless Youth. This organization is a comprehensive service provider for the thousands of young people in Las Vegas experiencing homelessness in our community. Thank you for supporting this worthy cause!

On behalf of the Appraisal Institute, thank you again for your support!

Sincerely,

Nicholas Bennett, MAI

Chairman

LVMS Committee

Las Vegas Market Symposium Committee

Nicholas Bennett, MAI — Chair
Luke J. Adamo, MAI
Brenda Cazares
Wendell M. Snow, SRA
Bart S. Bowers, MAI
Kaye A. Cuba, MAI

The Appraisal Institute is a global professional association of real estate appraisers, with over 16,000 professionals in almost 50 countries throughout the world. Our mission is to empower valuation professionals through community, credentialing, education, body of knowledge and ethical standards.

Organized in 1932, the Appraisal Institute advocates equal opportunity and nondiscrimination in the appraisal profession and conducts its activities in accordance with applicable federal, state and local laws. Individuals of the Appraisal Institute benefit from an array of professional education and advocacy programs, and may hold the prestigious MAI, SRPA, SRA, AI-GRS, and AI-RRS designations.

AGENDA

Thursday—January 23, 2025

7:30 – 8:30 A.M.
REGISTRATION

8:30 – 11:50 A.M.
LAND PANEL
Matthew J. Nelson, CCIM, CLS - Moderator
J.A. Kennedy Real Estate Company

Chris Armstrong
Olympia Companies

Jennifer Lewis
Lewis Companies

John Restrepo
RCG Economics

Vince Schettler
Mosaic Companies

SINGLE-FAMILY RESIDENTIAL PANEL
Mark W. Sivek, GRI, RRG - Moderator
Realty One Group

Rick Barron
Signature Homes of Las Vegas

Brian Gordon, CPA
Applied Analysis

Norbert Gyorfi
NEO Home Loans

John P. McLaury
KB Home Nevada

Shanta Patton-Golar
Patton and Associates eXp Realty

MULTI-FAMILY PANEL
Devin Lee, CCIM - Moderator
Northcap

Jonathan Fore
Fore Property Company

Brian Plaster
Signature Management

Douglas S. Schuster
Newmark

Taylor Sims
Northmarq

11:50 A.M. – 1:00 P.M.
LUNCH SPEAKERS
"Las Vegas Real Estate: A Journey Through Historic Deals"

Daniel J. Tuntland
DJT Real Estate

Jack Woodcock, CCIM, CRS
Berkshire Hathaway Home Services
Nevada Properties, Woodcock Group

Robert L. Moore, CPM
Green Valley Grocery - Crawford Oil - Crawford Coin

1:00 – 4:30 P.M.
OFFICE PANEL
Taber A. Thill, SIOR - Moderator
Colliers

Cathy Jones, CPA, SIOR, CCIM
LOGIC Commercial Real Estate

Darren L. Lemmon, SIOR
Colliers

Hayim Mizrachi, CCIM
MDL Group

Daniel Palmeri, SIOR
CBRE

INDUSTRIAL PANEL
Michael G. DeLew, SIOR - Moderator
RealComm Advisors

Alma Cuevas, SIOR
Cushman & Wakefield

Phillip Dunning
Panattoni Development

Sean Zaher, SIOR
CBRE

RETAIL PANEL
Daniel R. Adamson - Moderator
ROI Commercial Real Estate

David A. Grant
Colliers

Adam Malan
Colliers

Jeffrey Mitchell, CCIM, CLS
Mountain West Commercial Real Estate

Jennifer Ott, CCIM
CBRE

Agenda Item IV - A

2) McKissock, Inc. (MCKISS) – 2026-2027 USPAP

Application	230008
Course Title	2026-2027 USPAP
Course Provider	MCKISS – MCKISSOCK, INC.
Hours	7
Summary	This course is designed to provide an in-depth exploration of key USPAP concepts and how they apply in day-to-day appraisal practice. This iteration offers an opportunity for participants to deepen their understanding of foundational principles through targeted lessons and practical case studies.

About the Course

Introduction

This course is designed to provide an in-depth exploration of key USPAP concepts and how they apply in day-to-day appraisal practice. Unlike previous courses that centered around updates to USPAP, this iteration offers an opportunity for participants to deepen their understanding of foundational principles through targeted lessons and practical case studies.

By delving into specific areas of USPAP, participants will gain a refreshed and enhanced comprehension of the standards that guide and govern professional appraisal practice. The course offers case studies that explore common challenges, allowing appraisers to apply their knowledge in real-world scenarios and fostering a practical, hands-on understanding of USPAP's requirements.

The primary objective is not only to reinforce USPAP's principles but also to examine how they can be applied to solve current and emerging issues in the field. This course is intended for experienced appraisers who have previously completed the 15-Hour National USPAP Course and seek to further sharpen their skills in applying USPAP to complex, everyday appraisal tasks.

Course access is available for 6 months from the day it is purchased. All courses, regardless of whether they have been opened, expire two years from the date of purchase. This course has required course textbooks (digital) that are included in the price of the course.

McKissock is the sole asynchronous host of The Appraisal Foundation®'s 2026-2027 7-Hour and 15-hour National USPAP® CE Course.

The 2026-2027 7-hour National USPAP Continuing Education Course expires on December 31, 2027.

Course Outline

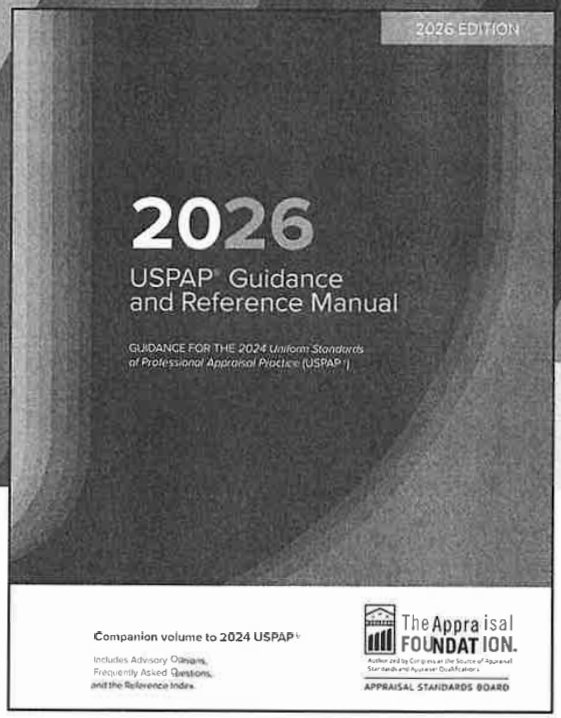
1. Course Navigation
2. Course Introduction
3. Chapter 1: Why Definitions Matter
4. Chapter 2: Client vs. Intended Use
5. Chapter 3: Mastering USPAP Definitions
6. Chapter 4: Impartiality and Bias
7. Chapter 5: Case Study A: Client Communications and Confidentiality
8. Chapter 6: Case Study B: Providing Portions of the Workfile
9. Chapter 7: Case Study C: Artificial Intelligence and the Appraiser
10. Chapter 8: Case Study D: Appraisal Revision Denial
11. Chapter 9: Study E: Request to Change Client Name
12. Chapter 10: Case Study F: Use of Closed Sales After the Effective Date
13. Chapter 11: Case Study G: Valuing the Fee Simple Interest of a Leased Property
14. Chapter 12: Case Study H: Scope of Work and Extraordinary Assumptions
15. Course Wrap Up
16. Final Exam

2024 EDITION

2024

Uniform Standards of Professional Appraisal Practice (USPAP®)

Effective January 1, 2024



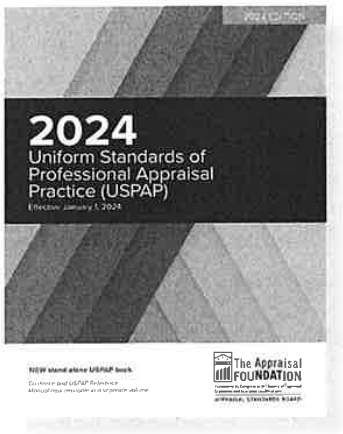
LINKED 2-BOOK EDITION
Contains USPAP Standards 1 through 10
Includes 2026 Guidance and Reference Manual

The Appraisal FOUNDATION®
Authorized by Congress as the Source of Appraisal Standards and Appraiser Qualifications
APPRAISAL STANDARDS BOARD

The Appraisal FOUNDATION
Authorized by Congress as the Source of Appraisal Standards and Appraiser Qualifications
APPRAISAL STANDARDS BOARD

The Appraisal Foundation has developed a series of courses related to the *Uniform Standards of Professional Appraisal Practice* (USPAP®). These courses are available for several appraisal disciplines: Business Valuation, Personal Property, Mass Appraisal and Real Property.

Please contact your educational provider for a schedule of course offerings.



15-HOUR USPAP® COURSES

15-Hour National USPAP® Course (Real Property)
15-Hour Personal Property USPAP® Course
15-Hour Business Appraisal USPAP® Course

7-HOUR USPAP® COURSES

7-Hour National USPAP® Continuing Education Course (Real Property)
7-Hour USPAP® Update Course for Mass Appraisal
7-Hour USPAP® Update Course for Personal Property
7-Hour Residential Review and Compliance Course (Real Property)

YELLOW BOOK COURSES

Uniform Appraisal Standards for Federal Land Acquisitions (Yellow Book) Course
USPAP and the Yellow Book, A Guide to Understanding Their Relationship

ABOUT THE APPRAISAL FOUNDATION®

The Appraisal Foundation is the nation's foremost authority on the valuation profession. The organization sets the congressionally authorized standards and qualifications for real estate appraisers, and provides voluntary guidance on recognized valuation methods and techniques for all valuation professionals. This work advances the profession by ensuring appraisals are independent, consistent, and objective. More information on The Appraisal Foundation is available at www.appraisalfoundation.org.

CONNECT WITH US

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STATEMENTS ON APPRAISAL STANDARDS

Statements on Appraisal Standards (SMT) are authorized by the by-laws of The Appraisal Foundation and are specifically for the purposes of clarification, interpretation, explanation, or elaboration of the *Uniform Standards of Professional Appraisal Practice* (USPAP). Statements have the full weight of a Standards Rule and can be adopted by the Appraisal Standards Board only after exposure and comment. There are currently no active Statements.

FOREWORD

The Appraisal Standards Board (ASB) of The Appraisal Foundation develops, interprets, and amends the *Uniform Standards of Professional Appraisal Practice* (USPAP®) on behalf of appraisers and users of appraisal services. **The 2024 edition of USPAP has an effective start date but no end date.** As the standards have evolved and matured in the last 35 years, the need for the standards to be updated on a regular basis has decreased, leaving the standards unchanged for a longer period of time. Furthermore, the issues that now impact the standards are more complex and require additional research and time to consider potential changes.

NEW CONFIGURATION

At the same time, changing market conditions have increased the need for new guidance related to the USPAP standards on a more frequent basis. Issues like new technology, fair housing, and the coronavirus pandemic have required the ASB to be responsive to the needs of the profession on a more frequent basis. As a result, the decision was made to publish the 2024 USPAP as a stand-alone publication and to publish the Advisory Opinions (AOs) and Frequently Asked Questions (FAQs), which in recent years have been part of the USPAP publication, separately as the *USPAP Guidance and Reference Manual* (GRM). This new publication also includes the *USPAP Reference Manual*, which was introduced in late 2021, and is now referred to as the Reference Index.

USPAP continues to comprise five sections: PREAMBLE, DEFINITIONS, Rules, Standards (including Standards Rules), and Statements on Appraisal Standards (there are currently no active Statements).

It is important that individuals understand and adhere to changes when they are adopted into a new version of USPAP. Various authorities, such as state and federal regulatory agencies or major appraisal organizations, enforce the content of the current or applicable edition of USPAP.

HISTORY OF USPAP®

These Standards are based on the original *Uniform Standards of Professional Appraisal Practice* developed in 1986–87 by the Ad Hoc Committee on Uniform Standards and copyrighted in 1987 by The Appraisal Foundation. The effective date of the original Uniform Standards was April 27, 1987. Prior to the establishment of the ASB in 1989, USPAP had been adopted by major appraisal organizations in North America. USPAP represents the generally accepted and recognized standards of appraisal practice in the United States.

At its organizational meeting on January 30, 1989, the Appraisal Standards Board unanimously approved and adopted the original USPAP as the initial appraisal standards promulgated by the ASB. Portions of USPAP may be amended, interpreted, supplemented, or retired by the ASB after exposure to the appraisal profession, users of appraisal services, and the public in accordance with established rules of procedure.

CHANGES TO USPAP

Over the years, USPAP has evolved in response to changes in appraisal practice. The ASB has developed a process for developing both Standards and guidance based, in part, on written comments submitted in response to exposure drafts and oral testimony presented at public meetings.

GUIDANCE NOW PUBLISHED SEPARATELY

The ASB issues the AOs, FAQs, and periodic USPAP Q&As as guidance. These do not establish new Standards or interpret existing Standards and are not part of USPAP. They illustrate the applicability of Standards in specific situations and offer advice from the ASB for the resolution of specific appraisal issues and problems. As stated above, this guidance is now part of a separate publication.

INTERACTING WITH THE APPRAISAL STANDARDS BOARD

The ASB invites questions about USPAP, USPAP guidance, and proposed changes to USPAP from all interested parties, including appraisers, state enforcement agencies, users of appraisal services, and the public. The ASB is composed of five to nine members who are appointed by the Board of Trustees (BOT) and may serve up to eight years. Activities of the ASB are directed by the chair, who is appointed by the BOT for a one-year term. The current ASB consists of members who specialize in residential, commercial, personal, and mass property appraisal and business valuation work. The process for becoming an ASB member is competitive and transparent. The ASB issues Exposure Drafts on proposed changes to USPAP and obtains feedback at public meetings throughout the year in a virtual setting. To attend their meetings, please check the Foundation's Events page for a list of upcoming public meetings. Additionally, the ASB participates in speaking engagements on request and conducts live webinars. Please check the Webinars page on the Foundation's website to watch the recorded webinars, which are also posted on the Foundation's YouTube channel.

If you have any comments, questions, or suggestions regarding USPAP, please contact the ASB.

Appraisal Standards Board
The Appraisal Foundation
1155 15th Street, NW, Suite 1111
Washington, DC 20005
Phone: 202-347-7722
Email: ASB@appraisalfoundation.org
Website: www.appraisalfoundation.org

2023 APPRAISAL STANDARDS BOARD MEMBERS

Michelle Czekalski Bradley, Chair
Nicholas Pilz, Vice Chair
Melissa Bond
Riley Busenlener
Anjanette Hutson
Raymond Krasinski
Craig Morley
Heather Sullivan

The 2024 USPAP was adopted by the 2023 Appraisal Standards Board on May 5, 2023.

2022 APPRAISAL STANDARDS BOARD MEMBERS

Michelle Czekalski Bradley, Chair
Nicholas Pilz, Vice Chair
Melissa Bond
Riley Busenlener
Craig Morley
Roberta Ouellette

2021 APPRAISAL STANDARDS BOARD MEMBERS

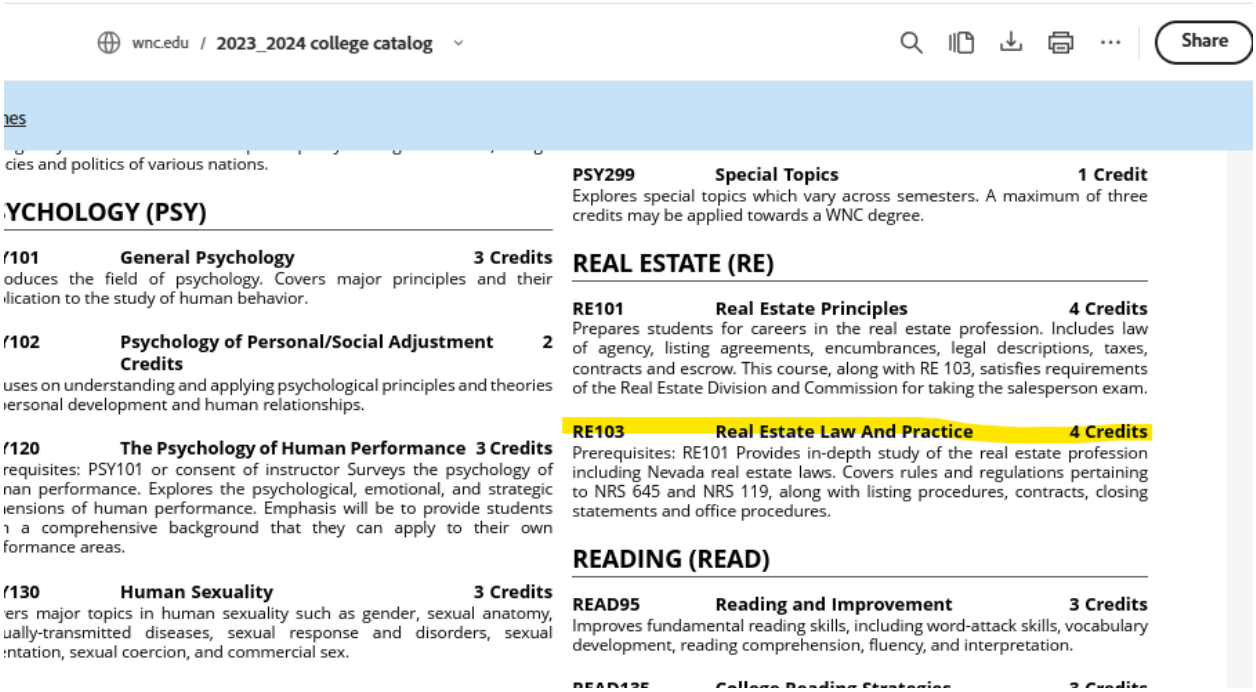
Michelle Czekalski Bradley, Chair
(No Vice Chair)
Patricia H. Atwood
Riley Busenlener
Tim Luke
Roberta Ouellette
Craig Morley

Agenda Item IV - A

3) Western Nevada College (WNC) – Real Estate Law and Practice

Application	151853
Course Title	REAL ESTATE LAW AND PRACTICE
Course Provider	WESTERN NEVADA COLLEGE
Hours	36
Summary	Provides in-depth study if the real estate profession including Nevada real estate laws. Covers rules and regulates pertaining to NRS 645 and NRS 119, along with listing procedures, contracts, closing statements and office procedures. (**Real Estate Law and Practice** and Real Estate Principles II (already approved) *are the same class*. WNC did a name change in the catalog in 18-19 between the time it was originally approved on 6/11/1991 and 23-24. It just needs to be approved under the new name according to Carson City Assessor's Office)

WNC Catalog 23-24 RE103 was formerly called Real Estate Principles II which is an approved course



wnc.edu / 2023_2024 college catalog

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cies and politics of various nations.

YCHOLOGY (PSY)

/101 General Psychology 3 Credits
oduces the field of psychology. Covers major principles and their lication to the study of human behavior.

/102 Psychology of Personal/Social Adjustment 2 Credits
uses on understanding and applying psychological principles and theories ersonal development and human relationships.

/120 The Psychology of Human Performance 3 Credits
requisites: PSY101 or consent of instructor Surveys the psychology of nan performance. Explores the psychological, emotional, and strategic ensions of human performance. Emphasis will be to provide students a comprehensive background that they can apply to their own formance areas.

/130 Human Sexuality 3 Credits
ers major topics in human sexuality such as gender, sexual anatomy, ually-transmitted diseases, sexual response and disorders, sexual ntation, sexual coercion, and commercial sex.

PSY299 Special Topics 1 Credit
Explores special topics which vary across semesters. A maximum of three credits may be applied towards a WNC degree.

REAL ESTATE (RE)

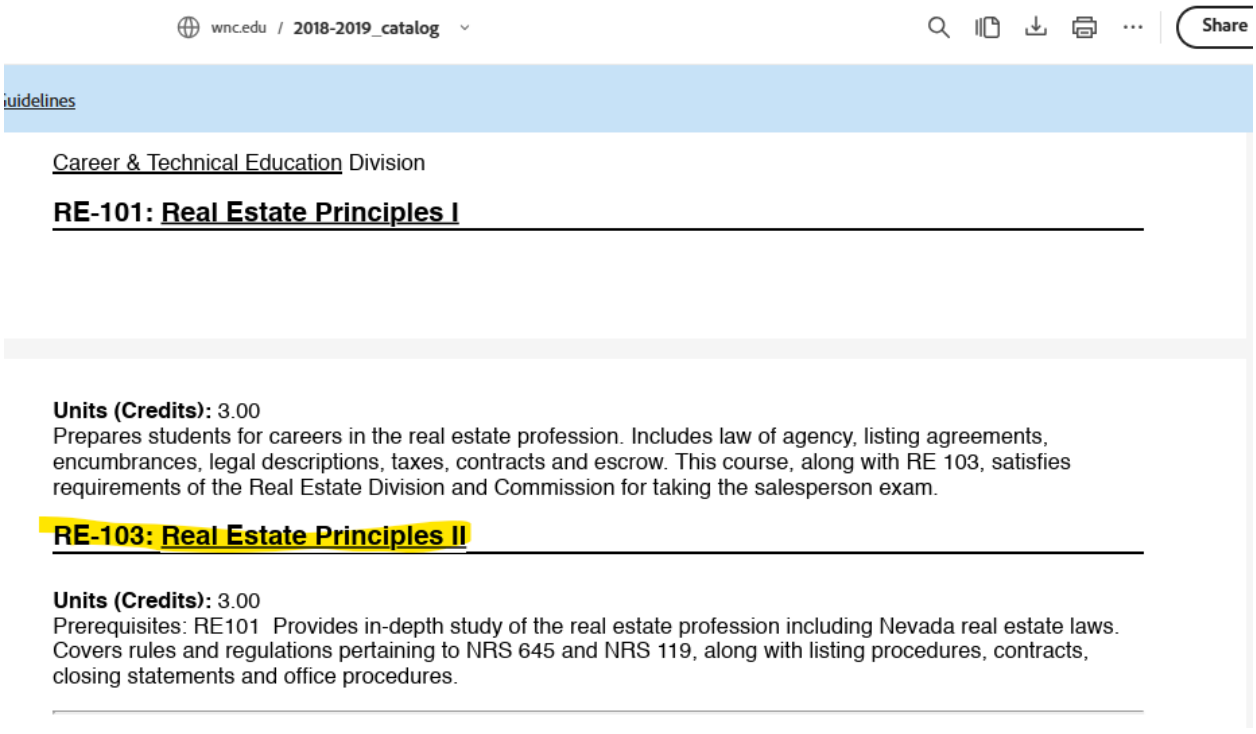
RE101 Real Estate Principles 4 Credits
Prepares students for careers in the real estate profession. Includes law of agency, listing agreements, encumbrances, legal descriptions, taxes, contracts and escrow. This course, along with RE 103, satisfies requirements of the Real Estate Division and Commission for taking the salesperson exam.

RE103 Real Estate Law And Practice 4 Credits
Prerequisites: RE101 Provides in-depth study of the real estate profession including Nevada real estate laws. Covers rules and regulations pertaining to NRS 645 and NRS 119, along with listing procedures, contracts, closing statements and office procedures.

READING (READ)

READ95 Reading and Improvement 3 Credits
Improves fundamental reading skills, including word-attack skills, vocabulary development, reading comprehension, fluency, and interpretation.

WNC Catalog 18-19 in 19-20 RE-103 name changed to Real Estate law and Practice with the same course description



wnc.edu / 2018-2019_catalog

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Career & Technical Education Division

RE-101: Real Estate Principles I

Units (Credits): 3.00
Prepares students for careers in the real estate profession. Includes law of agency, listing agreements, encumbrances, legal descriptions, taxes, contracts and escrow. This course, along with RE 103, satisfies requirements of the Real Estate Division and Commission for taking the salesperson exam.

RE-103: Real Estate Principles II

Units (Credits): 3.00
Prerequisites: RE101 Provides in-depth study of the real estate profession including Nevada real estate laws. Covers rules and regulations pertaining to NRS 645 and NRS 119, along with listing procedures, contracts, closing statements and office procedures.

Agenda Item IV - A

4) Wingate University (WU) – Business Statistics

Application	185073
Course Title	BUSINESS STATISTICS
Course Provider	WINGATE UNIVERSITY
Hours	36
Summary	An introduction to the use of statistics for decision making, with a primary focus on its application to business. Topics will include: descriptive statistics, probability theory, special probability distributions, sampling, point and interval estimation, hypothesis testing, analysis of variance, and simple linear regression.

BUS 308 (Spring 2018)
Business Statistics

INSTRUCTOR: Barry Cuffe

SCHEDULE: M W F 9:00 - 9:50 am Neu Business Building 219

TEXT: "STATISTICS FOR MANAGEMENT AND ECONOMICS," 11th Edition, by G. Keller, and B. Warrack

SOFTWARE: Microsoft EXCEL

OFFICE: Neu Building 213-D **OFFICE PHONE:** 704-233-8279
e-MAIL: cuffe@wingate.edu

OFFICE HOURS:

M W	10:30 - 11:30 am and 1:30 - 3:00 pm
Tu Th	10:30 - 11:30 am and 2:00 - 3:00 pm
F	10:30 - 11:30 am

(And also by appointment.)

COURSE CONTENT: An introduction to the use of statistics for decision making, with a primary focus on its application to business. Topics will include: descriptive statistics, probability theory, special probability distributions, sampling, point and interval estimation, hypothesis testing, analysis of variance, and simple linear regression.

COURSE OBJECTIVES:

- Expose students to some theoretical aspects and specific applications of Business Statistics.
- Promote development of formulation skills to enable students to apply the concepts and techniques presented, when solving similar problems in the future.
- Provide an opportunity for students to use Microsoft EXCEL to analyze data.

PREREQUISITES: MATH 117 or MATH 120.

GRADING POLICIES

QUIZZES and HOMEWORK: [Regularly] - - - - - (**NO MAKEUPS** / Drop 1 or 2) = 15%

TESTS: [3, dates next page] - (**NO MAKEUPS** / Portion Final = Replacement) = 60%

FINAL EXAM: [Thur. May 3rd @ 9:00 pm] - - - (**MANDATORY** / Comprehensive) = 25%

NOTE: Your final grade (A, B, C, D, or F) for the course will be calculated using a standard 90 - 80 - 70 - 60% scale subject to the weights indicated above.

OTHER INFORMATION

- The next page outlines sections of the text to be covered during the classroom lectures. If you happen to miss class, you are responsible for knowing where we are and for being quiz-ready.

- Regular attendance and consistent effort on the homework are the blueprints for success in the course. Wingate University's Honor Code will be strictly enforced.

- Do not feel that you must go it alone. Quality tutoring is available in the Academic Resource Center in the Library. Also, I consider it an occupational privilege and "raison d'etre" to assist students outside of class.

- DO **NOT** LET YOURSELF GET BEHIND! The rest of us will not wait for you to catch up.

MONDAY	WEDNESDAY	FRIDAY
Jan 8	Jan 10 **Administrivia & Ch. 1**	Jan 12 2-1 & 2-2
Jan 15 **M. L. King Holiday**	Jan 17 3-1	Jan 19 4-1
Jan 22 4-2	Jan 24 6-1	Jan 26 6-2
Jan 29 6-3	Jan 31 **Review Exercises**	Feb 2 **TEST 1**
Feb 5 7-4	Feb 7 7-5	Feb 9 8-1
Feb 12 8-2	Feb 14 8-2	Feb 16 8-3
Feb 19 8-4	Feb 21 9-1	Feb 23 9-2
Feb 26 **Review Exercises**	Feb 28 **TEST 2**	Mar 2 10-1
Mar 5 Our	Mar 7 Spring	Mar 9 Break
Mar 12 10-2	Mar 14 10-3	Mar 16 11-1
Mar 19 11-2	Mar 21 12-1	Mar 23 12-2
Mar 26 12-3	Mar 28 13-1	Mar 30 Easter
Apr 2 Holiday	Apr 4 13-3	Apr 6 13-4
Apr 9 13-5	Apr 11 **Review Exercises**	Apr 13 **TEST 3**
Apr 16 14-1	Apr 18 14-2	Apr 20 14-4
Apr 23 14-5	Apr 25 16-1 & 16-2	Apr 27 16-4
Apr 30 **Review for Final**	May 2	May 4

Agenda Item IV - A

5) Wingate University (WU) – Trigonometry

Application	166847
Course Title	TRIGONOMETRY
Course Provider	WINGATE UNIVERSITY
Hours	36
Summary	An introduction to the trigonometric functions and their inverses; including trigonometric identities, graphs, multiple angle formulas and applications.

Mathematics 109. Elementary Statistical Methods
An introduction to probability and statistics through the central limit theorem, with emphasis on the collection, presentation, and analysis of data relating to the humanities and social sciences. Restricted to students who do not have credit for an upper-level statistics course.
Credit: 3 hours

Mathematics 112. College Algebra
Algebraic operations as applied to polynomials, linear functions, quadratic functions exponential functions, equations, inequalities, and systems of equations. Selected topics in analytic geometry are included where possible. This course requires the minimum of a TI-82 calculator.
Prerequisite: Two years of algebra and one year of geometry.
Credit: 3 hours

Mathematics 113. Trigonometry
An introduction to the trigonometric functions and their inverses; including trigonometric identities, graphs, multiple angle formulas and applications. Additional topics as time permits.
Prerequisite: Two years of algebra and one year of geometry.
Credit: 3 hours

Mathematics 120. Calculus and Analytic Geometry I
Rectangular coordinates in the plane, functions, limits, continuity, differentiation of algebraic and trigonometric functions, the application of derivatives and the differential, integration and the application of the definite and indefinite integral. The first of three semesters of a united course in analytic geometry and calculus. For engineers, mathematics majors, and science majors.
Prerequisite: Math 112, 113 or equivalent.
Credit: 4 hours

Mathematics 209. Inferential Statistics
Introduction to methods of inferential statistics, stressing applications. Topics include introduction to probability, special distributions, confidence intervals, hypothesis testing, and linear regression. Designed for biology majors.
Credit: 3 hours (Spring)

Mathematics 220. Calculus and Analytic Geometry II
The second of three semesters of a unified course in analytic geometry and calculus. Transcendental functions, hyperbolic functions, methods of integration, polar coordinates, parametric equations, and series.
Prerequisite: Math 120
Credit: 4 hours (Spring)

Mathematics 242. Discrete Mathematics
Introduction to combinatorial analysis and graph theory. Topics include combinations, permutations and other counting methods, binomial and multinomial theorems, equivalence relations, graph theory, generating functions, and difference equations.
Prerequisite: Math 120
Credit: 3 hours (Fall)

Mathematics 300. College Geometry
Selected topics from Euclidean, noneuclidean and solid geometry. Ideas and methods of geometry.
Prerequisite: Math 242
Credit: 3 hours (Spring, even years)

Mathematics 305. Calculus and Analytic Geometry III
The third of three semesters of a unified course in analytic geometry and calculus. Vector functions and their derivatives, partial differentiation, multiple integration, and vector analysis.
Prerequisite: Math 220
Credit: 4 hours (Fall)

Mathematics 308. Linear Algebra
Systems of equations, matrices, determinants, linear transformations, vector spaces and eigenvectors.
Prerequisite: Math 242
Credit: 3 hours (Spring)

Agenda Item IV - A

6) Wingate University (WU) – Principles of Managerial Accounting

Application	151779
Course Title	PRINCIPLES OF MANAGERIAL ACCOUNTING
Course Provider	WINGATE UNIVERSITY
Hours	36
Summary	Use of accounting information in management planning, controlling, evaluating, and decision-making. Specific topics include cost classification, behavior, allocation and accumulation, planning and control systems, budgeting, cost/volume/profit analysis, relevant costs and responsibility accounting.

PRINCIPLES OF MANAGERIAL ACCOUNTING
ACCT 254
Syllabus (Spring Semester, 2018)

Instructor: Scott Lail, MBA, MACC, CPA, CGMA, SPHR
Office: NEU 217 **Office Hours**: Monday and Wednesday: 10:00 am – 10:50 am, 1:00 pm – 2:00 pm
Phone: 704-418-0082 (cell) **Email**: s.lail@wingate.edu

Course Description from the Catalog: Accounting 254 Principles of Managerial Accounting.
Use of accounting information in management planning, controlling, evaluating, and decision- making. Specific topics include cost classification, behavior, allocation and accumulation, planning and control systems, budgeting, cost/volume/profit analysis, relevant costs and responsibility accounting. Credit: 3 hours. *Prerequisite: Accounting 253.*

Required Materials

Loose Leaf for Fundamental Managerial Accounting Concepts, 8th Edition, etc. Registration Code for Corresponding McGraw-Hill Connect Access (for homework, etc.) ISBN: 9781259748769

Canvas

Canvas access is a key way to make sure you have access to important course material. It will be organized by topic as we will cover them in the course. Syllabus information is currently available. Regular updates will be made as we progress through the semester. Also, Canvas will be the way for me to grade your During Semester Tests and Final Exam and send back to you so that you can review them as soon as possible.

Course Organization

The course will be a combination of lectures, discussions, and practical applications. PowerPoint, Excel, Overhead Slides, and Dry-Erase Board are some of the tools that will be utilized as appropriate. Class time will be dedicated toward covering assigned homework and questions. Additional time can be dedicated through the use of office hours and emails with any questions or concerns are always welcome as well.

Attendance

Attendance is expected. Test and exam topics come exclusively from material covered or assigned in class or on the course outline. If you must miss class, please let me know in advance. **Attendance is part of the class participation grade for the class. Unexcused absences will lower your overall grade. Missing more than 25% of classes can result in a grade of "F" for the course, regardless of other grades.**

Grading Scale

Grades will be determined according to the following scale:
90 – 100 = A 80 – 89 = B 70 – 79 = C 60 – 69 = D 59 and below = F

Grades

The course grade is determined by homework and class participation, quiz grades, three during semester tests, and a final exam. The percentage breakdown is as follows:

1) Canvas Discussions Class Participation & Homework	15%
3) Four During Semester Tests	60% (15% each)
4) Final Exam	25%
	100%

Canvas Discussions & Class Participation

Canvas Discussions will be posted for each chapter. You must 1) make an academic-quality post that addresses the discussion prompts/questions using a minimum of 150 words and 2) after posting your original discussion post, reply to the posts of at least two others (minimum of 50 words in each post) as well as answer any questions that I might ask concerning your original post (your answers to my questions do NOT count as a reply post). You must do this for each Discussion that is posted and **MUST DO IT WHILE THE CHAPTER IS BEING COVERED IN CLASS**. Class participation starts with showing up AND coming prepared for class. You will see Chapter Study Problems posted on Canvas for each Chapter that we cover (updated as we progress through the semester). It is expected that, when you come to class, that you have printed these problems out, looked over the chapter, and made a good faith attempt at these problems. I will spot-check on certain days to see who is actually coming prepared and this will be reflected in your participation grade. Being able to work through these study problems (ideas behind them and not just memorizing numbers) will be a huge step in being able to perform well on the During Semester Tests and Final Exam. Active participation in class will also be monitored and factored into your participation grade as well.

Homework

Completing homework assignments is an important part of learning the material for this course. Working homework problems is important to mastering the material and succeeding on the tests. Certain assigned homework will be covered in class, but always feel free to ask about any other assigned homework. It is important to keep up with the homework as we go along as each chapter will build upon the previous chapters. Getting behind will make it very difficult to be successful in the course.

During Semester Tests

During Semester Tests will be given during class on the dates mentioned in the course schedule below. Be sure to plan your calendar so that you are here for tests. Unforeseen circumstances may require dates to change, but as much notice as possible will be given. Tests will be graded as soon as possible and sent back to each student through Canvas. Partial credit will be awarded where possible, but calculation work must be shown for a problem in order for partial credit to be considered. There will be **no make-up** During Semester Tests. If a student misses a During Semester Test, the grade for that test will be **zero**. If the absence on a During Semester Test date is excused, the grade received on the Final Exam may be used to replace one zero score. If the absence on a During Semester Test date is unexcused, the grade of zero will remain and **NOT** be eligible to be replaced by the Final Exam. If a student attempts all four During Semester Tests, and they score higher on the Final Exam, that score will be used to replace the lowest one During Semester Test score in addition to serving as the Final Exam score.

Final Exam

The final exam will be cumulative and given during the University's assigned final exam time. Please see the notes above about how the Final Exam can be used to replace a During Semester Test score.

During Semester Test and Final Exam Questions

Accounting requires a variety of skills and therefore multiple types of test questions are needed. Multiple Choice and True/False questions are used to measure you understanding of concepts and occasionally to solve problems. Open-ended questions may be asked to evaluate a students recall of concepts or definitions. Writing down how transactions impact the Horizontal Financial Statements Model will be important. It is also important to understand the effect of an transaction on the financial statements. Problems are worked to demonstrate your ability to apply the concepts.

Course Objectives

This course is designed to provide students with a basic understanding of financial accounting concepts and procedures. Upon completion of this course, students should be able to:

- Read the four financial statements for service and merchandising industries
- Know and describe the primary or core transactions
- Identify the basic balance sheet and income statement accounts related to the core transactions
- Learn how these transactions affect the financial statements using "what is the effect" questions
- Articulate the relationship between the statements (FASB/IASB coherence)
- Describe the accounting cycle in BIDE terms (Beginning, Increases, Decreases, Ending)
- Learn, compute and interpret basic financial statement ratios
- Conduct elementary analysis comparing firms
- Learn to write in good form the three basic financial statements (Balance Sheet, Income Statement and Statement of Cash Flows) using primary accounts

Computer Policy

Please feel free to bring your computer to class. You can use it to help work through problems and it may be useful to work through homework assignments. However, please keep in mind that the use of computers will not be allowed when working through quizzes, tests, and the final exam. So, in other words, please make sure you can work through any mathematical requirements on your own as you will need to do this to be successful in the course.

Calculator Policy

Please obtain a non-programmable calculator for taking tests. Many test problems will require simple math skills but a calculator will still be beneficial for checking answers and doing more complex computations. **No calculator that has the capacity to store text or to be programmed for computation will be allowed to use for tests**. Also communication devices (phones, computers) may not be used during tests.

Phones, Computers, and Classroom Manners

Electronic aids can enhance learning and are important to being productive in the future but they are disruptive when used inappropriately in class. Please do not send or receive text messages during class. If an emergency arises please leave the classroom to answer the message with as little disruption as possible. Surfing the internet or checking emails during class is highly distracting to other students and is not allowed. Likewise, it is tempting to study other material, especially for upcoming quizzes, but this must be avoided. Please be conscious of others during class and be polite in allowing them to listen and learn. Be on time to class. Excessive talking, especially about other subjects, is very distracting to your classmates. Unnecessary movement, for example, taking a regular bathroom break during class, is also distracting and should not be a regular activity. Treating others with respect is important for success in business and in life.

Special Needs

We can make arrangements as fits the situation. Reasonable accommodations will be made for students with diagnosed disabilities. In order to take advantage of available accommodations, students must register with the Disability Support Services Office, which is located in the Academic Resources Center. Additionally, you are invited to speak with me after class or to schedule an appointment during office hours.

Trust

Honor and trust are important values in the business world. Please respect and practice the honor code of Wingate University. Remember it takes a lifetime to build a reputation for honesty but only takes seconds to destroy it.

Honor Code

Membership in the Wingate University community is a privilege conferred by reason of demonstrated merit and sustained by a continuing commitment to high standards of performance and conduct. The University expects that all members of the community will voluntarily conduct themselves in a manner reflecting respect for all other members of the community. It is the responsibility of all Wingate University faculty, staff, and students to report any suspected violators of the Honor Code. The Honor Code states that:

Wingate University students do not lie, cheat, steal, or plagiarize, nor do they tolerate in their company the presence of one who does. Wingate University students conduct themselves at all times in a manner that is conducive to the maintenance of a strong, positive environment for study and learning. Wingate University students obey the rules and regulations of the University as outlined in the online *Student Handbook*.

ACCT 254 – Spring 2018 Schedule
(Subject to Change)

Date	Description
1/10	Welcome/Syllabus
1/12	Chapter 1
1/15	**Martin Luther King Jr Day- NO CLASS**
1/17	Chapter 1/Chapter 2
1/19	Chapter 2
1/22	Regression Analysis Example/Regression Assignment Given
1/24	Chapter 3
1/26	Chapter 3/ **Regression Assignment Due**
1/29	Chapter 4
1/31	Chapter 4
2/2	Review
2/5	**During Semester Test 1**
2/7	Chapter 5
2/9	Chapter 5
2/12	Activity Based Costing Example/ABC Assignment Given
2/14	Chapter 6
2/16	Chapter 6
2/19	Chapter 6/ **ABC Assignment Due**
2/21	Chapter 7
2/23	Chapter 7

2/26 Chapter 7
2/28 Review
3/2 During Semester Test 2

3/5 Spring Break- NO CLASS
3/7 Spring Break- NO CLASS
3/9 Spring Break- NO CLASS

3/12 Chapter 8
3/14 Chapter 8
3/16 Chapter 9

3/19 Chapter 9
3/21 Chapter 10
3/23 Chapter 10

3/26 NPV Example/ NPV Assignment Given
3/28 Chapter 11
3/30 Easter Holiday- NO CLASS

4/2 Easter Holiday- NO CLASS
4/4 Chapter 11/ **NPV Assignment Due**
4/6 Review

4/9 **During Semester Test 3**
4/11 Chapter 12
4/13 Chapter 12

4/16 Chapter 12
4/18 Chapter 13
4/20 Chapter 13/ Chapter 14

4/23 Chapter 14
4/25 Review
4/27 **During Semester Test 4**

4/30 Semester Review

Final Exam During University Scheduled Time: Currently Friday, May 4th @ 1:30 pm

Agenda Item IV - A

7) Wingate University (WU) – Principles of Financial Accounting

Application	151778
Course Title	PRINCIPLES OF FINANCIAL ACCOUNTING
Course Provider	WINGATE UNIVERSITY
Hours	36
Summary	Accounting as information development and communication function that supports business decision making. Overview of the accounting cycle; impact of decisions on the financial statements, and introduction to financial reporting including preparation and analysis of financial statements.

WINGATE
UNIVERSITY

Porter B. Byrum School of Business
Accounting

Principles of Financial Accounting (ACCT253)

Fall 2017

Instructor	Jimmy Watkins, DBA, CPA
Office:	Neu building, Office 213E
Hours:	M: 11:00-2:00, TTH: 9:00-11:00, W: 11:00-1:00 and, by appointment
Phone:	704-233-8137
E-mail:	**j.watkins@wingate.edu**

Prerequisite

Sophomore standing/consent of professor.

Required Materials

Connect™ 1 Semester Access Card for Fundamental Financial Accounting Concepts Edition: 9

You will be completing and submitting homework assignments online through Connect™. You can purchase an access card from the Wingate Bookstore. Otherwise, you can purchase the registration code separately on the Connect™ website (see below) with a credit card. Connect access also provides you with an ebook making the purchase of a separate textbook optional.

Optional Materials

Textbook: Fundamental Financial Accounting Concept, 9th Edition, Edmonds/McNair/Olds

Connect™ *On-line homework*

Required registration – After purchasing your Connect access, you must choose the correct link below to register; otherwise, you will have to go through a tedious process to change to the correct section.

Important! Enroll only in your section!

Section 1 only (class meets at 9:00 AM)
http://connect.mheducation.com/class/j-watkins-cpa-fall-2017-section-1-mwf-9-am

Section 2 only (class meets at 10:00 AM)
http://connect.mheducation.com/class/j-watkins-cpa-fall-2017-section-2-mwf-10-am

Wingate's Moodle

http://wingate.mrooms2.net/
Syllabus, lecture slides, project instructions, and other course materials.

Course Description in the University Catalog

Accounting 253. Principles of Financial Accounting. Accounting as an information development and communication function that supports business decision making. Overview of the accounting cycle; impact

of decisions on the financial statements, and introduction to financial reporting including preparation and analysis of financial statements. Credit: 3 hours.

Course Objectives

This course is designed to provide students with a basic understanding of financial accounting concepts and procedures. Upon completion of this course, students should be able to:

- Read the four financial statements for service and merchandising industries
- Know and describe the primary or core transactions
- Identify the basic balance sheet and income statement accounts related to the core transactions
- Learn how these transactions affect the financial statements using "what is the effect" questions
- Articulate the relationship between the statements
- Describe the accounting cycle in BIDE terms (Beginning, Increases, Decreases, Ending)
- Learn, compute and interpret basic financial statement ratios
- Conduct elementary analysis company financial statements
- Learn to write in good form the four basic financial statements (Balance Sheet, Income Statement, Statement of Retained Earnings, and Statement of Cash Flows) using primary accounts

Office Consultations

My scheduled office hours are included at the top of the syllabus. If you need to see me at any other time, talk to me after class or send an email and we will make an appointment at a mutually convenient time.

Grading Policy

A student's grade will be determined on the basis of his/her accomplishment in the following areas:

Semester Exams 1, 2, 3, 4 (15% each)	60%
Final Exam	20%
Company Report	10%
On-line homework and quizzes.....	10%
Total	100%

The following grading scale will be used:

	Letter grade
90 percent and higher.....	A
80 - 89 percent	B
70 - 79 percent	C
60 - 69 percent	D
Below 60 percent.....	F

Exams

- There **will be no make-ups**. If a student misses a Semester Exam**, regardless of the reason for missing**, the grade on the Final Exam will be substituted for the missing Semester Exam.
- An unexcused absence from more than one examination will result in a grade of zero for that examination.
- If a student takes all four Semester Exams and the grade on the Final Exam is higher than any of the Semester Exams, the grade on the Final Exam will be substituted for the lowest Semester Exam.
- You should bring a financial calculator to all exams. You many not share a calculator with another student during an exam. Cell phones and other electronic devices may not be used on exams.
- **The first exam is tentatively scheduled for Friday, September 8, 2017.**

Attendance

You are expected to attend all classes. You are responsible to complete all class and course materials, even if you are unable to attend class. **Three absences are allowed without penalty on your final grade. For absences over three, your final grade will be reduced by up to 3 points. Absences of 25% or more of classes will result in receiving an "F" for the course.** Also, it is important to be on time for class. Coming in tardy three times will be considered the same as one absence. If you are late, it is your responsibility to inform me at the end of that class period so you may be counted as present. Please let me know if you plan to be absent from class and I will furnish you with materials used in class. Students who represent the University at officially recognized activities are required to give me a list of days when you will be participating in University events. Otherwise, you will be counted absent.

On-line Homework

Each new chapter builds upon concepts, principles and transactions of previous chapters, consequently; it is critical to understand each chapter as presented. Trying to catch up for an exam is difficult and will probably result in poor grade performance. Exercises and problems illustrate the important concepts in each chapter. Some exercises and problems will be explained in class. Others are to be completed by students online at Connect™ (see the first page of this syllabus for information concerning registration for on-line homework.) See Connect™ for assignments and due dates for homework. **Any assignment submitted after the due date will have at least 20% deducted per day.**

Quizzes*:*

Quizzes covering the material presented in class and/or short assignments from the textbook, will be graded and points will be assigned for each problem so partial credit is possible. Quiz points awarded will be based on the number of points you attain out of the total number of points possible. Quizzes and exams are to be worked on individually. Quizzes may be announced or unannounced. Missing class on a quiz day results in zero points for that quiz.

Online homework and quizzes combined make up 10% of your final grade. Your homework and quiz grade will be based on the number of points you attain out of the total number of points possible. Students will not be able to make-up any homework or quizzes because of excused or unexcused absences, but 100 points will be deducted from the denominator in calculating your final quiz/homework average. For example, assuming the total number of quiz and homework points available is 1,050 points, the total number of points earned will be divided by 950 points. Note that this may allow for a homework/quiz average of more than 100% in some cases for students that complete all homework assignments and quizzes on time and with consistently high scores.

Outline of Course Content

A separate outline of course content has been provided to you so that you can prepare for each class and know in advance what topics will be covered on a given day. The outline is subject to change based on the pace of the class and at the instructor's discretion.

Company Report

The project will incorporate elements of financial statement analysis for a merchandising company of your choice. Separate instructions have been provided to you regarding the Company Project.

General expectations

Students are expected to come to class prepared. Assignments are to be read prior to the class period for which they are assigned. The assigned homework is to be prepared prior to the class period for which it is assigned.

Do not underestimate the difficulty of this course. Many students struggle with Financial Accounting. I hope you will not have too much trouble with this course. Here are some suggestions:

1. ***Study the material in advance*** of class coverage. Class time should be used to reinforce what you have already learned and to seek further explanation from the instructor.
2. ***Read the chapters*** prior to the class session devoted to covering the material.
3. ***Try to do homework in advance.*** Struggling with the material is expected and is a natural part of the learning process in this course.
4. ***Do not hesitate to ask questions in class and participate in class discussion.***
5. ***Persist in your attempt to understand*** the material and let me know immediately if you experience any difficulty.
6. ***Practice, practice and more practice.*** You cannot just "read" accounting or listen to lectures. The only way to learn accounting is to spend hours completing problems and exercises. Get into a routine of completing a few homework problems each day.
7. ***Get a tutor.*** See below.

Tutoring/ Academic Resource Center

All students should plan to meet with tutors. They are available in the academic resource center (ARC) located upstairs at the library. Sessions can be arranged by visiting the ARC or by requesting times online. Frequent use of available tutors is an integral part of succeeding in this course. Accounting is a rigorous course and all students can benefit from tutoring sessions.

Disability Support Services

Reasonable accommodations will be made for students with diagnosed disabilities. In order to take advantage of available accommodations, students must register with the Disability Support Services Office, which is located in the Academic Resources Center. Additionally, you are invited to speak with me after class or to schedule an appointment during office hours.

Honor Code

Membership in the Wingate University community is a privilege conferred by reason of demonstrated merit and sustained by a continuing commitment to high standards of performance and conduct. The university expects that all members of the community will voluntarily conduct themselves in a manner reflecting respect for all other members of the community. It is the responsibility of all Wingate University students to report any suspected violations of the honor code:

- Wingate University students do not lie, cheat, steal or plagiarize, nor do they tolerate in their company the presence of one who does.
- Wingate University students conduct themselves at all times in a manner that is conducive to the maintenance of a strong, positive environment for study and learning.
- Wingate University students respect the rules and regulations of the university as outlined in the student handbook.

Agenda Item IV - A

8) Wingate University

(WU) – College Algebra

Application	151777
Course Title	COLLEGE ALGEBRA
Course Provider	WINGATE UNIVERSITY
Hours	36
Summary	Algebraic operations as applied to polynomials, linear functions, quadratic functions, exponential functions, equations, inequalities, and systems of equations. Selected topics in analytic geometry are included where possible.

Mathematics 109. Elementary Statistical Methods
An introduction to probability and statistics through the central limit theorem, with emphasis on the collection, presentation, and analysis of data relating to the humanities and social sciences. Restricted to students who do not have credit for an upper-level statistics course.
Credit: 3 hours

Mathematics 112. College Algebra
Algebraic operations as applied to polynomials, linear functions, quadratic functions exponential functions, equations, inequalities, and systems of equations. Selected topics in analytic geometry are included where possible. This course requires the minimum of a TI-82 calculator.
Prerequisite: Two years of algebra and one year of geometry.
Credit: 3 hours

Mathematics 113. Trigonometry
An introduction to the trigonometric functions and their inverses; including trigonometric identities, graphs, multiple angle formulas and applications. Additional topics as time permits.
Prerequisite: Two years of algebra and one year of geometry.
Credit: 3 hours

Mathematics 120. Calculus and Analytic Geometry I
Rectangular coordinates in the plane, functions, limits, continuity, differentiation of algebraic and trigonometric functions, the application of derivatives and the differential, integration and the application of the definite and indefinite integral. The first of three semesters of a united course in analytic geometry and calculus. For engineers, mathematics majors, and science majors.
Prerequisite: Math 112, 113 or equivalent.
Credit: 4 hours

Mathematics 209. Inferential Statistics
Introduction to methods of inferential statistics, stressing applications. Topics include introduction to probability, special distributions, confidence intervals, hypothesis testing, and linear regression. Designed for biology majors.
Credit: 3 hours (Spring)

Mathematics 220. Calculus and Analytic Geometry II
The second of three semesters of a unified course in analytic geometry and calculus. Transcendental functions, hyperbolic functions, methods of integration, polar coordinates, parametric equations, and series.
Prerequisite: Math 120
Credit: 4 hours (Spring)

Mathematics 242. Discrete Mathematics
Introduction to combinatorial analysis and graph theory. Topics include combinations, permutations and other counting methods, binomial and multinomial theorems, equivalence relations, graph theory, generating functions, and difference equations.
Prerequisite: Math 120
Credit: 3 hours (Fall)

Mathematics 300. College Geometry
Selected topics from Euclidean, noneuclidean and solid geometry. Ideas and methods of geometry.
Prerequisite: Math 242
Credit: 3 hours (Spring, even years)

Mathematics 305. Calculus and Analytic Geometry III
The third of three semesters of a unified course in analytic geometry and calculus. Vector functions and their derivatives, partial differentiation, multiple integration, and vector analysis.
Prerequisite: Math 220
Credit: 4 hours (Fall)

Mathematics 308. Linear Algebra
Systems of equations, matrices, determinants, linear transformations, vector spaces and eigenvectors.
Prerequisite: Math 242
Credit: 3 hours (Spring)

Agenda Item V - A

1) Central New Mexico University (CNMC) – Calculus III

Application	176281
Course Title	CALCULUS III
Course Provider	CENTRAL NEW MEXICO UNIVERSITY
Hours	36
Summary	Topics covered include vectors, differentiating and integrating functions of many variables, optimization, parametric curves and surfaces, line integrals, flux integrals and vector fields. Throughout the course topics will be viewed geometrically, numerically, and algebraically. This course is oriented toward students of mathematics, physical science and engineering.

MATH 283: CALCULUS III
FALL 2025 SYLLABUS (TU/TH)

Instructor	Dr. Casey Machen (Casey)
Email	cmachen@tmcc.edu
Webpage	Canvas
Office	Vista 200H Th 10:30-11:00, and T/Th 12:40-3:00
	Additional student support hours via email, by appointment, or via Zoom.
Materials	*Canvas + Internet Access:* (Required) You will use Canvas to do your assignments.
	Calculator: (Optional) You may use TI-83, TI-84, Casio, or even an inexpensive one that just does basic operations (but not a TI-89, your phone, or any calculator which says "CAS" on it). Calculators are available for rent from the tutoring center for $25.

Grades The grading scale is as follows:

Quizzes	Homework	Test 1	Test 2	Test 3
20%	20%	20%	20%	20%

[0,60)	[60,70)	[70,80)	[80,90)	[90,100]
F	D	C	B	A

Plus/minus grades will be given if you are within 2% of the next grade. For example, 81% is a "B-".

Quizzes

Short quizzes will be done in class. See the schedule for dates.

Homework

Weekly homework will be due each Sunday and will be done online through Canvas. You will have unlimited attempts per problem, but after 3 incorrect submissions of the same problem, new numbers will be generated (but there is no grade penalty). Write down all of your work because it will be helpful when you start studying for the tests. Late homework will earn 50% credit. Select "Redeem LatePass" when opening an assignment past the due date.

Tests

There will be 3 tests, one after each major section. Each test counts for 20% of your overall grade. There are no make-up tests and no dropped tests.

Course Info A continuation of MATH 182. Topics covered include vectors, differentiating and integrating functions of many variables, optimization, parametric curves and surfaces, line integrals, flux integrals and vector fields. Throughout the course topics will be viewed geometrically, numerically and algebraically. This course is oriented toward students of mathematics, physical science and engineering.

Prerequisites A grade of 'C' or better in MATH 182 (taken within 2 years).

Outcomes Assessment Outcomes for Math 283:

1. Students willl demonstrate the ability to compute derivatives and integrals of real valued and vector valued functions of several variables.
2. Students willl demonstrate the ability to interpret geometrically the derivatives and integrals of real valued and vector valued functions of several variables.
3. Students willl demonstrate the ability to apply the techniques of multivariable calculus to problems in mathematics, the physical sciences, and engineering.

Responsibilities

- Take notes and learn the concepts before the next class, because math builds on itself. Get help when you don't understand the material.
- Attendance will be checked every class period. You can be dropped if you miss a class during the first week. Do not miss a class, you will be lost if you do.
- Please show up on time and give maximum effort. You will have opportunities to discuss concepts with classmates. When I am explaining something to the class, please pay attention, even if you feel like you already understand it.
- Please do not be distracted by technology during class (phone, tablet, watch, etc). You will be given 1 warning if I see you distracted by technology. If I catch you a second time (even if it is a month later), **you will automatically fail the class**.

Honesty Take pride in your own work. If you are caught cheating, you will be given an automatic F in the class. Conduct that is incompatible with the purpose of an academic community is prohibited.

Drop Date The last day to withdraw or audit the course is Thursday, October 30.

Resources

- Me: I'm the only one who knows exactly what's on the exams.
- TLC (tutoring and learning center): free tutoring, for more info visit www.tmcc.edu/tutoring.
- If you have test anxiety or any kind of math anxiety, the counseling center offers a program to help.
- Additional syllabus statements: https://www.tmcc.edu/vpaa/policies-and-procedures/syllabus-elements-statements

Assignments Due the First Week

- Monday, August 25: Syllabus quiz (on Canvas*)
- Sunday, September 1: HW (on Canvas)

*The Syllabus Quiz is due on Monday for full points, but it will stay open until Friday in case you forget about it. If you do not score a 100% on the syllabus quiz by Friday, you will be dropped from the course.

	Date	Class Material
AUG	26	Vectors in 2D and 3D
	28	Dot Product
SEPT	2	Cross Product
	4	Equations of Lines and Planes in 3D
	9	Curves in Space
	11	Functions, Graphs, and Level Surfaces
	16	**Quiz 1**; Quadric Surfaces
	18	Limits, Continuity, Partial Derivatives
	23	Tangent Planes, Chain Rule
	25	Directional Derivative, Gradient
	30	**Test 1: Differentiation**
OCT	2	Optimization Problems (Max/Min)
	7	Lagrange Multipliers
	9	Lagrange Multipliers
	14	Double Integrals
	16	**Quiz 2**; Double Integrals (General Regions)
	21	Double Integrals (Polar, Applications)
	23	Triple Integrals
	28	Triple Integrals (Cylindrical and Spherical)
	30	Triple Integrals (Applications)
NOV	4	**Test 2: Differentiation Applications + Integration**
	6	Vector Fields, Line Integrals
	11	**No Class (Veterans Day)**
	13	Conservative Vector Fields
	18	Green's Theorem
	20	Curl, Circulation, and Stokes' Theorem
	25	**Quiz 3**; Stokes' Theorem
	27	**No Class (Thanksgiving)**
DEC	2	Surface Integrals
	4	Divergence, Flux, and the Divergence Theorem
	9	Divergence, Flux, and the Divergence Theorem
	11	**Test 3: Vector Calculus**

Agenda Item V - A

2) International Association of Assessing Officers (IAAO) – 2024 International Research Symposium

Application	157920
Course Title	2024 INTERNATIONAL RESEARCH SYMPOSIUM
Course Provider	IAAO – INTERNATIONAL ASSOCIATION OF ASSESSING OFFICERS
Hours	8
Summary	The 2024 International Research Symposium, Assessment Innovation & Collaboration with a Focus on AI, presented by the IAAO and the International Property Tax Institute, the symposium will showcase the latest research and developments that have tangible impacts on property tax appraisal accuracy and efficiency.

IIFI
IPTI
www.ipti.org

IAAO
www.iaao.org

INTERNATIONAL RESEARCH SYMPOSIUM

AMSTERDAM, THE NETHERLANDS

DECEMBER 4 - 5, 2024

LEARN MORE / REGISTER AT
www.iaao.org/irs2024

Pictured: Mixed-use building "The Valley" in the Zuidas business district of Amsterdam

ASSESSMENT INNOVATION & COLLABORATION WITH A FOCUS ON AI

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Valuebase

AGENDA - DECEMBER 4, 2024

All times are listed in Armenia Summer Time (AMST)/ Local Amsterdam Time

All sessions located in the Emerson Room.

*** 2023 IAAO Research Grant Award Winner**

TIME (AMST)	TOPIC	PRESENTER
8:00 – 8:45 am	Registration	
8:45 – 9:00 am	Opening Remarks & Welcome	*IAAO President Rebecca Malmquist, CAE & IPTI President Paul Sanderson*
9:00 – 10:00 am	**KEYNOTE SPEAKER:** One Size Fits All? Different Applications of AVMs *(45 min presentation with 15 min for questions)*	*Marc Francke, Ph.D., The University of Amsterdam*
10:00 – 10:30 am	Coffee & Tea Service	
SESSION 1 10:30 am – Noon	**PART 1:** Implementing an AVM at a Large Scale on a Banded System in the UK	*Andy Grayson & Rob Dickinson (United Kingdom)*
	PART 2: Human-Machine Synergy in Real Estate Similarity Concept	*Małgorzata Renigier-Biłozor, Ph.D.* & Artur Janowski, Ph.D.* (Poland)*
Noon – 1:00 pm	Lunch (on-site restaurant, Celia)	
1:00 – 1:15 pm	Afternoon Welcome Remarks	*Hester van Buren, The City of Amsterdam*
SESSION 2 1:15 – 2:45 pm	**PART 1:** Methodology for Homogenous Area Determination HAD2- Mission Accomplished	*Marek Walacik, Ph.D.* & Aneta Chmielewska, Ph.D. (Poland)*
	PART 2: Measuring Impact: New Statistical Methods for Assessment Accuracy and Transparency	*Nicole Jardine, Ph.D. (United States)*
SESSION 3 2:45 – 3:35 pm	Innovative Trends in Data Mining and Valuation Utilizing Spatial Data	*Ivana Štrbac & Dejan Drašković (Serbia)*
3:35 – 3:50 pm	Coffee & Tea Service	
SESSION 4 3:50 – 5:20 pm	**PART 1:** Localized Explainability for Machine Learning Valuation Models	*James Ellens (Canada)*
	PART 2: Representation Matters - Measuring Model-Market Representation, a Heuristic to Simplify AI Complexity	*Alex Raju, Kevin Keene, and James Williams (United States)*
5:20 – 5:35 pm	Conclusion & Day 1 Recap	*IAAO President Rebecca Malmquist, CAE & IPTI President Paul Sanderson*
5:35 – 6:35 pm	Cocktail Reception (on-site restaurant, Super Lyan)	

SESSIONS, SPEAKERS, AND TIMES ARE SUBJECT TO CHANGE.

AGENDA - DECEMBER 5, 2024

All times are listed in Armenia Summer Time (AMST)/ Local Amsterdam Time

All sessions located in the Emerson Room.

*** 2023 IAAO Research Grant Award Winner**

TIME (AMST)	TOPIC	PRESENTER
8:30 – 8:45 am	Opening Remarks	*IAAO President Rebecca Malmquist, CAE & IPTI President Paul Sanderson*
SESSION 5 8:45 – 9:45 am	**SPONSOR SPOTLIGHT:** Using AI to Ensure Accuracy, Equity, and Uniformity	*Michael Lomax – Esri Canada*
SPONSOR SPOTLIGHTS	**SPONSOR SPOTLIGHT:** Machine Learning and Model Explanation in Mass Appraisal	*Joe Wehrli – Tyler Technologies*
9:45 – 10:15 am	Coffee & Tea Service	
SESSION 6 10:15 – 11:15 am	**SPONSOR SPOTLIGHT:** Enhancing Property Valuation Accuracy with Ensemble Modeling Techniques	*Will Jarvis – Valuebase*
SPONSOR SPOTLIGHTS	**SPONSOR SPOTLIGHT:** Guidelines, Opportunities, and Challenges in AI Adoption in Assessment Offices	*Sohaib Shaikh – C3.ai*
11:15 am – 12:15	Lunch (on-site restaurant, Celia)	
SESSION 7 12:15 – 1:15 pm	Assessment Tools and Techniques to Measure and Diagnose Issues with Vertical Equity	*Ron Rakow & Paul Bidanset, Ph.D. (United States)*
SESSION 8 1:15 – 2:15 pm	The Monte Carlo Sampling Technique on Horizontal and Vertical Equity Measures	*Luc Hermans* (The Netherlands)*
2:15 – 2:45 pm	Coffee & Tea Service	
SESSION 9 2:45 – 3:45 pm	Simplifying the Complex: Valuing Mixed-Use Properties in a Mass Appraisal Environment	*Shelley Graham & Lee May, CAE (Canada)*
3:45 – 4:15 pm	Conclusion & Symposium Closing Remarks	*IAAO President Rebecca Malmquist, CAE & IPTI President Paul Sanderson*

SESSIONS, SPEAKERS, AND TIMES ARE SUBJECT TO CHANGE.

FEES AND REGISTRATION

REGISTRATION DEADLINE: NOVEMBER 15, 2024

SYMPOSIUM REGISTRATION FEES	*Includes materials, breaks and lunches.*
IAAO or IPTI Member	€480
Non-Member	€590

CLICK HERE TO REGISTER

CONFIRMATION: *All registrants will receive written confirmation/receipt of registration via e-mail from IAAO.*

REFUND AND CANCELLATION POLICY

Guarantees for food service, printing, and space rental cannot be changed by IAAO at the last moment. For this reason, we must adhere to strict guidelines. Requests for refunds will be honored, less a $50 processing fee, only if received in writing by **November 15, 2024. No refunds will be made after November 15, 2024. No refunds are given for no-shows.**

Send your cancellation notice to Anita Lara by e-mail at lara@iaao.org, by mail to IAAO, 314 W. 10th St., Kansas City, MO 64105 or by FAX to 816-701-8169. By registering for this event, you agree to abide by the refund and cancellation policy.

HOTEL RESERVATIONS

We are pleased to announce a special hotel single rate of €204 plus tax per night at the Kimpton DeWitt Amsterdam. The room rate includes breakfast. There is a charge of €25 for a second guest in the room.

KIMPTON DeWitt AMSTERDAM

To receive the special rate at Kimpton DeWitt Amsterdam, all reservations must be made online. A link to the hotel website and access to the IAAO room block will be available a the end of your written confirmation/receipt e-mail.

Please note that the special IAAO rate is offered on a space availability basis.

RICHARD ALMY RESEARCH GRANT PROGRAM

IAAO is now accepting research topic submissions for the 2025 Richard Almy Research Grant Program. IAAO members, along with students and faculty, are now eligible to submit proposals. The Richard Almy Research Grant Program, formerly the Academic Partnership Program, provides financial support for IAAO members, students, and faculty to complete research in areas related to property appraisal, assessment administration, and property tax policy. **The deadline to apply for 2025 is Jan. 31, 2025.**

International Research Symposium

The 2024 International Research Symposium, **Assessment Innovation & Collaboration with a Focus on AI**, presented by the International Association of Assessing Officers and the International Property Tax Institute, will take place 4-5 December in Amsterdam. The symposium will showcase the latest research and developments that have tangible impacts on property tax appraisal accuracy and efficiency.

The schedule and links to speaker information and presentations are below.

4 December 2024

NOTE: Schedule subject to change

8:00 – 8:45 am
Registration

8:45 – 9:00 am
Opening Remarks & Welcome

9:00 – 10:00 am

Keynote: One Size Fits All? Different Applications of AVMs

Marc Francke, Ph.D., The University of Amsterdam *(https://www.iaao.org/wp-content/uploads/Marc_Francke.pdf)*

Pres (https://www.iaao.org/wp-content/uploads/Slides_One_Size_Fits_All.pdf) **entation** (https://www.iaao.org/wp-content/uploads/20241204-IAAO-Francke.pdf)

10:00 – 10:30 am

Coffee & Tea service

10:30 am – 12:00 pm

Implementing an AVM at a Large Scale on a Banded System in the UK

Andy Grayson & Rob Dickinson, Valuation Office Agency, London, UK (https://www.iaao.org/wp-content/uploads/2-AVM_in_UK.pdf)

Presentation (https://www.iaao.org/wp-content/uploads/Implementing-an-AVM-at-a-Large-Scale-Baded-System-in-the-UK.pdf)

Human-Machine Synergy in Real Estate Similarity Concept

Małgorzata Renigier-Biłozor, Artur Janowski, University of Warmia and Mazury in Olsztyn, Poland (https://www.iaao.org/wp-content/uploads/3-Human_Machine_Synergy.pdf)

Presentation (https://www.iaao.org/wp-content/uploads/Human_Machine_Synergy_4Dec.pdf)

12:00 – 1:00 pm

Lunch (on-site)

1:00 – 1:15 pm

Afternoon Welcome Remarks

Hester van Buren, The City of Amsterdam (https://www.amsterdam.nl/en/governance/the-college-of-mayor-and-alderpersons/hester-van-buren/)

Marek Walacik, Ph.D., University of Warmia and Mazury in Olsztyn, Poland
Aneta Chmielewska, Ph.D., University of Warmia and Mazury in Olsztyn, Poland
(https://www.iaao.org/wp-content/uploads/Walacik_Chmielewska.pdf)
Presentation (https://www.iaao.org/wp-content/uploads/2024_IRS_WalacikChmielewska.pdf)

Measuring Impact: New Statistical Methods for Assessment Accuracy and Transparency
Nicole Jardine, Cook County, Illinois, USA (https://www.iaao.org/wp-content/uploads/5-Measuring_Impact.pdf)
Presentation (https://www.iaao.org/wp-content/uploads/2024_IRS_Nicole_fin.pdf)

2:45 – 3:35 pm
From Data to Value AI in Serbia's Mass Valuation Landscape
Ivana Štrbac, Republic Geodetic Authority of Serbia, Belgrade, Serbia
(https://www.iaao.org/wp-content/uploads/6-Data_Mining.pdf)
Dejan Drašković, Republic Geodetic Authority of Serbia, Belgrade, Serbia
(https://www.iaao.org/wp-content/uploads/6-Data_Mining.pdf)
Pr (https://www.iaao.org/wp-content/uploads/Slides_From_Data_to_Value.pdf) esentation (https://www.iaao.org/wp-content/uploads/Data_to_ValueAI_Serbia.pptx)

3:35 – 3:50 pm
Coffee & Tea service

3:50 – 5:20 pm
Localized Explainability for Machine Learning Valuation Models
James Ellens, Municipal Property Assessment Corporation, Ontario, Canada
(https://www.iaao.org/wp-content/uploads/7-Machine_Learning.pdf)
Presentation (https://www.iaao.org/wp-content/uploads/Slides-Localized-Explainability.pdf)

Measuring Model-Market Representation, a Heuristic to Simplify AI Complexity
Alex Raju, City of Philadelphia Office of Property Assessment, Philadelphia, Pennsylvania, USA

(https://www.iaao.org/wp-content/uploads/8-Representation_Matters.pdf)
Presentation (https://www.iaao.org/wp-content/uploads/Slides_Representation-Matters.pdf)

5:20 – 5:35 pm
Conclusion & Day One recap

5:35 – 6:35 pm
Cocktail Reception

5 December 2024

NOTE: Schedule subject to change

8:30 – 8:45 am
Opening Remarks
IAAO President Rebecca Malmquist, CAE
IPTI President Paul Sanderson

8:45 – 9:45 am
Sponsor Spotlight

Using AI to Ensure Accuracy, Equity, and Uniformity
Michael Lomax, Esri Canada, Vancouver, British Columbia, Canada *(https://www.iaao.org/wp-content/uploads/9-Using_AI.pdf)*
Presentation (https://www.iaao.org/wp-content/uploads/Slides_Using_AI.pdf)

Machine Learning and Model Explanation in Mass Appraisal
Joe Wehrli, Tyler Technologies, Moraine, Ohio, USA *(https://www.iaao.org/wp-content/uploads/10-Machine_Learning.pdf)*
Presentation (https://www.iaao.org/wp-content/uploads/IAAO_IRS_2024_JWEHRLI-FINAL.pdf)

10:15 – 11:15 am

Sponsor Spotlight

Enhancing Property Valuation Accuracy with Ensemble Modeling Techniques

Will Jarvis, Value Base, Greensboro, North Carolina, USA *(https://www.iaao.org/wp-content/uploads/11-Ensamble_Modeling.pdf)*

Presentation (https://www.iaao.org/wp-content/uploads/Valuebase-IRS-Presentation.pdf)

Guidelines, Opportunities, and Challenges in AI Adoption in Assessment Offices

(https://www.iaao.org/wp-content/uploads/12-Challenges_AI.pdf) ***Imran Razzaq, C3 AI, Redwood City, California, USA*** *(https://www.iaao.org/wp-content/uploads/12-Challenges_AI-1.pdf)*

Presentation

11:15 – 12:15 pm

Assessment Tools and Techniques to Measure and Diagnose Issues with Vertical Equity

Ron Rakow, Lincoln Institute of Land Policy, Cambridge, Massachusetts, USA

Paul Bidanset, Center for Appraisal Research and Technology, Washington, DC, USA

(https://www.iaao.org/wp-content/uploads/Rakow_Bidanset-bios.pdf)

Presentation (https://www.iaao.org/wp-content/uploads/Slides_Assessment_Tools_and_Techniques.pdf)

Lunch (on-site)

12:15 – 1:15 pm

1:15 – 2:15 pm

The Monte Carlo Sampling Technique on Horizontal and Vertical Equity Measures

Luc Hermans, Netherlands Council for Real Estate Assessment, The Hague, Netherlands *(https://www.iaao.org/wp-content/uploads/14-Monte_Carlo.pdf)*

Presentation (https://www.iaao.org/wp-content/uploads/Slides_The_Monte_Carlo.pdf)

2:45 – 3:45 pm

Simplifying the Complex: Valuing Mixed-Use Properties in a Mass Appraisal Environment

Shelley Graham, MRICS, Municipal Property Assessment Corporation, Ontario, Canada

Lee May, CAE, M.I.M.A., Municipal Property Assessment Corporation, Ontario, Canada **(https://www.iaao.org/wp-content/uploads/15-Simplifying_the_Complex.pdf)**

Presentation (https://www.iaao.org/wp-content/uploads/Slides_Simplifying_the_Complex.pdf)

3:45 – 4:15 pm

Conclusion & symposium closing remarks

Thank you to our sponsors!

IRS Materials

content/uploads/IRS_Registration_List_2Dec24.pdf)

CEU Form (https://www.iaao.org/wp-content/uploads/2024_IRS_CEU_Dec4.pdf)

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Kansas City, MO 64105

816-701-8100

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IAAO Valuing the World

IIFI IPTI International Property Tax Institute

UNIFORM REQUEST FOR RECERTIFICAION CREDIT

This form was developed for your convenience in reporting continuing education to various appraisal organizations. It does not imply automatic acceptance by any organization. Each appraisal organization retains its own recertification requirements and procedures for requesting credit. A copy of the program brochure or outline may be required.

1. This form must be completed in its entirety. PLEASE TYPE OR PRINT.
2. Please submit a copy to each organization from which you are requesting credit.
3. It is suggested that you keep a copy of each form submitted.

STATE LICENSE # _____ TYPE OF LICENSE _____

ORGANIZATION TO WHICH SUBMITTED _____ DESIGNATION _____ MEMBER # _____

MEMBER NAME _____ 8.5 NUMBER OF INSTRUCTIONAL HOURS

International Property Tax Institute and International Association of Assessing Officers
SPONSORING ORGANIZATION

Amsterdam, the Netherlands
PROGRAM LOCATION

International Research Symposium
TITLE OF PROGRAM

December 4-5, 2024
PROGRAM DATE

Various—See attached program
INSTRUCTORS/PRESENTERS

PRESENTATION ACTIVITIES, TOPICS, OR CONTENT: See attached program for a list of individual education sessions.

Amy Rasmussen Amy Rasmussen, RES, AAS, FIAAO, IAAO Executive Director
EVIDENCE OF COMPLETION (SIGNATURE AND TITLE OF PROGRAM OFFICIAL OR INSTRUCTOR)

By signing below, I certify that I have completed the professional activity as listed above. I am aware that any misrepresentations by me may become subject to disciplinary action.

SIGNATURE OF MEMBER _____ DATE _____

MAILING ADDRESS _____

CITY _____ STATE / PROVINCE _____ ZIP CODE _____

FOR OFFICE USE ONLY

By placing an "X" in the cell corresponding to a session, I certify that I attended these educational sessions during the symposium dates shown on this document.

2024 International Research Symposium

If a session has two parts, you must attend both to receive credit. No partial credit will be awarded.

International Research Symposium	Wednesday, December 4, 2024
Sessions	Time
Session 1 – 1.5 CEU	10:30am-Noon
Part 1: Implementing an AVM at a Large Scale on a Banded System in the UK	☒
Part 2: Human-Machine Synergy in Real Estate Similarity Concept	☒
Session 2 – 1.5 CEU	1:15-2:45pm
Part 1: Methodology for Homogenous Area Determination HAD2- Mission Accomplished	☒
Part 2: Measuring Impact: New Statistical Methods for Assessment Accuracy and Transparency	☒
Session 3 – 1.0 CEU	2:45-3:35pm
From Data to Value: AI in Serbia's Mass Valuation Landscape	☒
Session 4 – 1.5 CEU	3:50–5:20 pm
Part 1: Localized Explainability for Machine Learning Valuation Models	☒
Part 2: Representation Matters- Measuring Model-Market Representation, a Heuristic to Simplify AI Complexity	☒

International Research Symposium	Thursday, December 5, 2024
Sessions	Time
Session 5 – Sponsor Spotlight - 0.0 CEU	8:45–9:45am
Part 1: Using AI to Ensure Accuracy, Equity, and Uniformity	
Part 2: Machine Learning and Model Explanation in Mass Appraisal	
Session 6 – Sponsor Spotlight - 0.0 CEU	10:15-11:15am
Part 1: Enhancing Property Valuation Accuracy with Ensemble Modeling Techniques	
Part 2: Guidelines, Opportunities, and Challenges in AI Adoption in Assessment Offices	
Session 7 – 1.0 CEU	12:15–1:15pm
Assessment Tools and Techniques to Measure and Diagnose issues with Vertical Equity	☒
Session 8 – 1.0 CEU	1:15–2:15 pm
The Monte Carlo Sampling Technique on Horizontal and Vertical Equity Measures	☒
Session 9 – 1.0 CEU	2:45–3:45pm
Simplifying the Complex: Valuing Mixed-Use Properties in a Mass Appraisal Environment	☒

Agenda Item V - A

4) McKissock, Inc.

(MCKISS) – 2024 National Bias and Fair Housing

Application	171744
Course Title	NATIONAL BIAS AND FAIR HOUSING
Course Provider	MCKISS – MCKISSOCK, INC.
Hours	8
Summary	This course will address bias and discrimination issues in real property appraisal and will provide information to the participants relating to fair housing and fair lending laws and regulations. This course will discuss best practices an appraiser may employ in order to avoid bias and fair housing violations in their work.

8-hour National Valuation Bias and Fair Housing Laws and Regulations

My Notes Course Options

Status	In Progress
	99%
Enrolled	01/07/2026
Time Spent in Course	9.2 Hours

Table of Contents

Document Required

Hmm...you're almost done.

Your Nevada Appraisal Qualifying Education certificate is locked.

Your state requires you to send us a document. Please print, sign, and fax (or mail) the following document to us:

Upon receipt of the document, your certificate will either be posted to your account, or (if your state also requires an original signature) be sent via standard mail within 2 business days.

Complete Document

About the Course

Introduction

This 8-hour course is intended to meet the Appraiser Qualifications Board (AQB) requirement for required qualifying education (QE) for real property appraisers. The AQB and state appraisal regulatory agencies require that applicants for state appraiser credentials must take this course as part of their QE beginning January 1, 2026.

Over the past decade, there have been a number of reports by people of color, non-profit organizations, and others regarding bias and discrimination in appraisals. Media coverage has directed the public's attention toward how appraisers value real property. This course will address bias and discrimination issues in real property appraisal and will provide information to the participant relating to fair housing and fair lending laws and regulations. Additionally, this course will discuss best practices an appraiser may employ in order to avoid bias and fair housing violations in their work. Finally, the course will address cultural competency, specifically what it is and why it is important.

Course access is available for 6 months from the day it is opened. All courses, regardless of whether they have been opened, expire two years from the date of purchase. Extensions are available for purchase within 30 days of a course expiring. No extensions will be granted after this period.

Course Outline

Chapter 1: Welcome and Introduction
Chapter 2: Understanding Real Estate Bias, Part 1
Chapter 3: Understanding Real Estate Bias, Part 2
Chapter 4: Federal Fair Housing and Antidiscrimination Laws and Regulations
Chapter 5: Valuation Bias
Chapter 6: Case Studies and Best Practices
Chapter 7: Cultural Competence

Agenda Item V - A

5) South Piedmont Community College (SPCC) – Precalculus Trigonometry

Application	149067
Course Title	PRECALCULUS TRIGONOMETRY
Course Provider	SOUTH PIEDMONT COMMUNITY COLLEGE
Hours	36
Summary	Intermediate analysis of how markets and governments interact to determine an economy's output, employment, income, interest rate, wage, price, and trade balance levels over time.

South Piedmont Community College

MAT 172 - Precalculus Trigonometry

Class: 3 Lab: 2 Clinical: 0 Work: 0 Credits: 4

Prerequisite(s): MAT 171 Minimum grade C
Corequisite(s): None
This course is designed to develop an understanding of topics which are fundamental to the study of Calculus. Emphasis is placed on the analysis of trigonometric functions in multiple representations, right and oblique triangles, vectors, polar coordinates, conic sections, and parametric equations. Upon completion, students should be able to select and use appropriate models and techniques for finding solutions to trigonometry-related problems with and without technology. *This course has been approved for transfer under the CAA and ICAA as a general education course in Mathematics. This is a Universal General Education Transfer Component (UGETC) course.*
Offered: Fall, Spring, Summer

Syllabus

MAT 172 MFA1 Precalculus Trigonometry
Spring 2026

Course Information

MAT 172 MFA1
Pre and Co-requisites: / State prerequisite - Take MAT-171 / Local Sequence Prerequisite - Take MAT-171; Minimum grade C
Credits: 4.00
Contact Hours: 5.00
CEU's: 0.00
Census Date: Jan 21, 2026
Course Description: This course is designed to develop an understanding of topics which are fundamental to the study of Calculus. Emphasis is placed on the analysis of trigonometric functions in multiple representations, right and oblique triangles, vectors, polar coordinates, conic sections, and parametric equations. Upon completion, students should be able to select and use appropriate models and techniques for finding solutions to trigonometry-related problems with and without technology.
Modality: Hyflex
Last Day to Add: Jan 20, 2026 **Last Day to Drop:** Jan 21, 2026
Last Day for Student Initiated Withdrawal: 70% point for the course. Consult with your instructor or the registrar for the exact date.
Meeting Days and Times: 01/09/26 05/11/26 MAIN 3319 CLAS MW 01:30PM 02:45PM; 01/09/26 05/11/26 INWC NET LAB MTWTHFS TBA

Honorlock Disclaimer

Be advised, this course uses Honorlock, a third-party AI only proctoring tool for completing online assessments. It may require verifying your identity, monitoring your testing space, and capturing audio/video.

Required Texts and Materials

You can access required texts and materials through the left hand column of your course where you see Textbooks/Materials listed. Students must click on Textbook/Materials through this course in Canvas to access their materials the first time.

Text Title or Material Name: : A Graphical Approach to Algebra & Trigonometry
ISBN: 9780134696515
Authors: John Hornsby, Margaret L. Lial, Gary K. Rockswold
Publisher: Pearson
Publication Date: 2018-01-09
Where to Find Resources
Use the "Textbook/Materials" link to access Pearson and our eText.

Instructor Information

Nicholas Bellardini
Title: Mathematics Faculty
Preferred Pronouns: Any/All
Phone: 704-290-1765
Email: nbellardini@spcc.edu
Office Location: OCH Mobile Unit 6, Rm. 2805
Student Hours:
Mondays, 11am-1pm (virtual)

Wednesdays, 9am-10:30am

Thursdays, 11am-12:30pm

Other times available by appointment--please reach out over email!
Hi all! Looking forward to a great semester! My office is always open if you need anything.

Expect a response to your calls and emails within 24 hours of receipt. Response time might be longer over the weekends.

Expect a response to your calls and emails within 24 hours of receipt. Response time might be longer over the weekends.

Supervisor Information

Name: Dr. Luka Kapkiai
Title: Chair of Department of Mathematics and Natural Sciences
Email: lkapkiai@spcc.edu

Phone: 704-290-1722

Office Location: OCH Main 3329

Course Learning Outcomes

This course is intended to equip you with skills and knowledge about this subject. Upon completion of this course, you should be able to:

- Utilize the properties of exponential, logarithmic and trigonometric functions to demonstrate identities
- Analyze functions, equations and conic sections using graphing techniques and pattern recognition.
- Apply a variety of strategies to solve problems involving transcendental functions, right and oblique triangles, and vectors.
- Solve practical problems involving functions with the utilization of graphing technology.
- Apply appropriate models for analysis and prediction.

Core Skills Outcomes

Sometimes referred to as employability or soft skills, Core Skill outcomes are skills that competent and valuable employees in any field or industry should demonstrate. The five Core Skills are:

- Critical Thinking: The learner will identify, interpret, analyze, or synthesize problems before developing and implementing solutions in a manner effective and appropriate for the intended audience.
- Information Literacy: The learner will locate, identify, evaluate, use, and disseminate information ethically and effectively.
- Intercultural Competence: The learner will demonstrate cultural awareness and objectivity through critical reflection.
- Oral Communication: The learner will exchange ideas and information with others using the spoken word in a manner effective and appropriate for the intended audience.
- Written Communication: The learner will exchange ideas and information with using text in a manner effective and appropriate for the intended audience.

- No Core Skill Outcomes apply for this course.

Program Learning Outcomes

What kind of skills and knowledge should graduates demonstrate after completing this academic program? Below are program learning outcomes and assignments aligned within this course.

- Creative Problem Solving: Learners will apply appropriate techniques to solving problems within their discipline.
- Mathematical Literacy (AS only): Learners will demonstrate mathematical literacy through solving problems, communicating concepts, reasoning mathematically, and applying mathematical or statistical methods, using multiple representations where applicable.
- STEM Literacy (AE only) Learners will demonstrate competence in experimental design, data collection, data analysis and interpretation
- Engineering Problem Solving (AE only) Learners will apply knowledge of mathematics, science, and engineering concepts to identify, formulate, and solve problems.

ePortfolio

Students in Associate in Arts, Associate in Science, Associate in Fine Arts, and other programs are required to complete an ePortfolio. Artifacts from this course may be used in the ePortfolio (see above). For detailed information, visit the SP ePortfolio website. For assistance, please email eportfolio@spcc.edu or call 704.290.5208. To make an in-person or Teams appointment, visit our scheduling website.

Course Schedule

Due Date	Assignment	Assignment Type	Points
	Test 1 Work Submission	Assignment	1
1/16/26	HW #1: Section 9.1	Assignment	19
1/16/26	HW #2: Section 9.2	Assignment	22
1/16/26	Reviewing Basic Concepts 9.1-9.2 Quiz	Assignment	5
1/16/26	Introduce yourself	Discussion	3
1/21/26	Start-Up Activity	Quiz	10
1/23/26	HW #3: Section 9.3	Assignment	24
1/23/26	Lab 1 - Deriving Exact Values	Assignment	25
1/30/26	HW #4: Section 9.4	Assignment	16
1/30/26	Origins of Trigonometry	Discussion	10

Due Date	Assignment	Assignment Type	Points
1/30/26	Reviewing Basic Concepts 9.3-9.4 Quiz	Assignment	4
2/4/26	MAKEUP FOR MAT-172-MFA1 1/26/2026	Assignment	1
2/6/26	HW #5: Section 9.5	Assignment	14
2/6/26	HW #6: Section 9.6	Assignment	19
2/6/26	Reviewing Basic Concepts 9.5-9.6 Quiz	Assignment	4
2/11/26	MAKEUP FOR MAT-172-MFA1 2/2/2026	Assignment	1
2/13/26	HW #7: Section 9.7	Assignment	19
2/13/26	HW #8: Section 9.8	Assignment	9
2/13/26	Project Part 1 - Modeling with Trig functions	Assignment	40
2/13/26	Reviewing Basic Concepts 9.7-9.8 Quiz	Assignment	3
2/13/26	MAKEUP FOR MAT-172-MFA1 2/4/2026	Assignment	1
2/17/26	Test 1 pt II - Ch 9	Assignment	56
2/17/26	Test 1 pt I - Ch 9	Quiz	40
2/20/26	HW #10: Section 10.2	Assignment	15
2/20/26	HW #9: Section 10.1	Assignment	21
2/20/26	Lab 2 - Identities and Intro to Complex Numbers	Assignment	25
2/20/26	Origins of Time zones	Discussion	10
2/20/26	Reviewing Basic Concepts 10.1-10.2 Quiz	Assignment	5
2/27/26	HW #11: Section 10.3	Assignment	18
2/27/26	Project Part 2- Identities Puzzle	Assignment	40
2/27/26	Reviewing Basic Concepts 10.3-10.4 Quiz	Assignment	6
3/6/26	HW #12: Section 10.4	Assignment	22
3/20/26	HW #13: Section 10.5	Assignment	13
3/20/26	HW #14: Section 10.6	Assignment	16
3/20/26	Reviewing Basic Concepts 10.5-10.6 Quiz	Assignment	5
3/23/26	Test 2 pt II - Ch 10 (updated)	Assignment	57
3/23/26	Test 2 Work Submission	Assignment	1
3/23/26	Test 2 pt I - Ch10	Quiz	40
3/27/26	HW #15: Section 11.1	Assignment	14
3/27/26	HW #16: Section 11.2	Assignment	14
3/27/26	Navigation and vectors (this counts for 2 discussions - your post and your replies)	Discussion	20

Due Date	Assignment	Assignment Type	Points
4/3/26	HW #17: Section 11.3	Assignment	18
4/3/26	Lab 3 - Applications of Vectors	Assignment	25
4/3/26	Reviewing Basic Concepts 11.1 - 11.3 Quiz	Assignment	6
4/10/26	HW #18: Section 11.6	Assignment	16
4/10/26	Lab 4 - Polar Coordinates and Complex Numbers	Assignment	25
4/10/26	Reviewing Basic Concepts 11.6 Quiz	Assignment	4
4/10/26	Trig regression - Bay of Fundy	Discussion	10
4/17/26	HW #19: Section 8.1	Assignment	22
4/17/26	Test 3 pt II - Ch 11	Assignment	53
4/17/26	Test 3 Work Submission	Assignment	1
4/17/26	Test 3 pt I - Ch 11	Quiz	40
4/24/26	HW #20: Section 8.2	Assignment	20
4/24/26	HW #21: Section 8.3	Assignment	20
4/24/26	Reviewing Basic Concepts Sections 8.1-8.2	Assignment	6
5/1/26	HW #22: Section 8.4	Assignment	17
5/1/26	HW #23: Section 11.7	Assignment	16
5/1/26	Lab 5 - Introduction to the Fourier Transform	Assignment	25
5/1/26	Reviewing Basic Concepts Sections 8.3-8.4, 11.7	Assignment	8
5/4/26	Test 4 pt II - Ch 8, 11.7	Assignment	77
5/4/26	Test 4 Work Submission	Assignment	1
5/4/26	Test 4 Pt. I - Ch 8, 11.7	Quiz	40
5/8/26	HW #24: Section 12.1	Assignment	18
5/8/26	HW #25: Section 12.2	Assignment	17
5/8/26	HW #26: Section 12.3	Assignment	20
5/8/26	Project Part 3- Unit 3 Review Jeopardy	Assignment	40
5/8/26	Reviewing Basic Concepts Sections 12.1-12.3	Assignment	5
5/8/26	What's next for you?	Discussion	10
5/11/26	Final Exam	Assignment	136
5/11/26	Study Plan bonus	Assignment	0

Methods of Evaluation (%)

Assignment	Percent of Final Grade
Homework	15%
Quiz	10%
Lab/Discussion	15%

Assignment	Percent of Final Grade
Test/Project	45%
Final Exam	15%
Extra Credit	+2%

Grading Scale

Letter Grade	Percentage
A	90-100
B	80-89
C	70-79
D	60-69
F	Below 60

Academic Integrity

It is important that we, as a community, hold each other to high standards, including policies regarding academic integrity. To that end, I reserve the right to check for academic integrity violations at any time.

An academic integrity violation includes but is not limited to the following: cheating, plagiarism, fabrication/falsification, and complicity in academic dishonesty

- Cheating: An attempt to use or actual use of unauthorized materials in any format to complete an academic exercise. Cheating also includes the communication of unauthorized information during an academic activity or exercise. Cheating includes, but is not limited to, copying another student's homework, class work, or required project (in part or in whole) and presenting it to the instructor as one's own work; or giving, receiving, offering, and/or soliciting information on a quiz, test, examination, or other academic exercise. Use of third-party sites or technology such as AI generators to create or present material as your own in whole or in part during an academic activity or exercise constitutes cheating, unless the use of such technology and/or third-party sites is expressly permitted by the instructor.
- Plagiarism: The copying of any published work such as books, magazines, audiovisual programs, electronic media, and films or copying the theme or manuscript of another individual. It is plagiarism when one uses direct quotations without proper credit or when one uses the ideas of another without giving proper credit. When three or more consecutive words are borrowed, the borrowing should be recognized according to the conventions appropriate for the assignment (APA style, MLA style, etc). Use of third-party sites or technology such as AI generators to create or present material as your own in whole or in part during an academic activity or exercise constitutes plagiarism, unless the use of such technology and/or third-party sites is expressly permitted by the instructor.

- Self-plagiarism: The unauthorized use of one's own previous work without the express permission of both the instructor to whom the previous work was submitted and the instructor to whom the work currently is being submitted.
- Fabrication/falsification: an attempt to deceive the instructor in his/her effort to fairly evaluate an academic exercise. Fabrication/falsification may include presenting dishonest information related to an academic activity or exercise; or creation of or altering information or citations related to an academic activity or exercise.
- Complicity in academic dishonesty: Refers to intentionally giving unauthorized assistance to someone else who engages in academic dishonesty

It is your responsibility to learn more about how to avoid academic integrity violations by referring to the current SPCC Student Handbook, enrolling in one of SPCC's Study Skills classes, or contacting library staff for help.

If upon investigation your instructor determines that you committed an academic integrity violation, you will be held accountable as stated below:

1. The instructor, after consulting with his/her supervisor, will notify the student in writing of the details of the academic integrity violation, which may include a formal warning, a reduced grade on an assignment, or a reduced grade in the course.
2. The instructor will send the student's name along with detailed evidence and documentation of the violation to his/her supervisor, Dean, and the Assistant to the Vice President of Student and Academic Affairs to be added to the student's permanent academic record.
3. The Assistant to the Vice President of Academic and Student Affairs will notify the appropriate Dean if there are previous documented offenses in the student's file. The Dean will determine the disciplinary action for the violation. Sanctions range from the minimum of a reprimand to a maximum of suspension depending on the severity and number of violations. Refer to the SPCC catalog (opens in new tab, direct link: https://catalog.spcc.edu/) or the current SPCC Student Handbook (opens in new tab, direct link: https://catalog.spcc.edu/) for the complete Academic Integrity Policy and disciplinary sanctions.

All work for this course must be original to this course. In rare instances, instructors may allow students to reuse research or portions of assignments from other classes, past or present, if it fits within the learning outcomes and objectives of a course assignment. To reuse material, students must receive approval from both instructors before submission occurs to avoid a self-plagiarism charge. If you have any questions about academic integrity, please do not hesitate to ask.

Attendance

South Piedmont is an attendance taking college. The College does not differentiate between “excused” and “unexcused” absences in calculating course attendance.

Regular attendance and participation are essential to student learning and successful completion of a course. South Piedmont Community College recognizes that students are adults with many responsibilities, and occasional absences are unavoidable. However, absences in no way lessen the student’s responsibility for meeting the requirements of the course.

Attendance in Blended/Hybrid/HyFlex Classes

Student attendance in blended/hybrid/HyFlex courses is defined as active participation in the blended/hybrid/Hyflex course. Blended/hybrid/HyFlex courses have both online and seated class attendance requirements.

For purposes of this policy, attendance at the College in blended/hybrid/HyFlex courses includes:

1. Physically attending a seated class or participating in a virtual synchronous class with the student's camera on for the duration of each class session
2. Submitting an academic assignment
3. Taking or submitting an exam or quiz
4. Completing an interactive tutorial
5. Participating in an online study group assigned by faculty/instructor(s)
6. Participating in online discussion forum/board assigned by faculty/instructor(s)
7. Student-initiated documented contact with the faculty member (email from SPCC issued account, virtual meeting, in-person meeting, conference calls) to ask an academic content-related question(s)

For any situation that results in the student being unable to log into his/her blended/hybrid/HyFlex course, the student is responsible for contacting the instructor.

Attendance (Course Level)

Supplemental Instruction

This course is supported by Supplemental instruction (SI) to provide an enhanced academic learning environment. Your SI tutor provides 1-1 tutoring, skill review, and group sessions to enhance content mastery. All students are expected to schedule 3 to 4 individual tutoring sessions and attend skill review sessions during your course duration.

To schedule your appointment, please visit the Academic Support Center's website at https://spcc.edu/student-resources/academic-support-center/

Grammarly

This course is supported by Grammarly writing software.

Students may log into Grammarly using your South Piedmont email login and password.

Attendance (Section Level)

In this class, if a student fails to maintain attendance for a period equivalent **to two calendar weeks (14 consecutive days) for 16-week classes** for the semester/term, the instructor will withdraw the student from this class by submitting an Instructor-Initiated Withdrawal Form and a grade of “WI” (Withdrawal by Instructor) will be assigned.

Census Dates

Entry into a course must occur by the census date (10 percent point for the course). The census date for this course is located on the first page under Course Information. You must be physically present and/or complete a graded assignment by the census date to remain in the course. It’s important that you do this as soon as possible or you will be removed from the roster.

Course Withdrawal

South Piedmont Community College recognizes that from time to time, it may be necessary for a student to withdraw from a course. You may withdraw from any course and receive a grade of "W" following the Drop/Add period and through the 70% point of the term. You must complete a “Student Withdrawal Form” found in Student Forms (opens in new tab; direct link: https://etcentral.spcc.edu/#/form) on the Student Panel at www.spcc.edu (opens in a new tab).

Please note: Students who withdraw through the 60% point of the term and who are receiving federal financial aid (Title IV programs) are required to repay funds for which they are not eligible due to withdrawal.

Students with Disabilities

Students who need accommodations due to disabilities, chronic medical conditions, or pregnancy complications resulting in difficulties with accessing learning opportunities should contact Disability Services at counselors@spcc.edu or 704-290-5844 and apply for accommodation. Students can find more information and the application for

accommodations on the Accessibility Services webpage. Instructors have made efforts to ensure online and other information technology learning materials meet accessibility standards for Americans with Disabilities Act (ADA) compliance. If a learning object in a course does not meet these specifications, please contact the instructor.

Student Rights and Responsibilities/Code of Conduct

Student rights and responsibilities can be found in the SPCC Student Handbook (opens new browser window; direct link https://catalog.spcc.edu/) on the SPCC website.

Other Policies

Tests will require online proctoring through Honorlock, or will be taken in person.

Late Work Policy: Late work is accepted in this course without penalty.

Make-Up Policy: If attempting to make up an unavailable assignment (ex: test outside of proctoring window), you must reach out by email to open it up.

Resubmission Policy: Only quizzes and homework have an opportunity for resubmission.

Extra Credit Policy: Upon completing the Study Plan on Pearson up to 75% completion (131 points) will grant an overall 2% total to your course average.

File Submission Policy: Files uploaded should be jpg/png images, or docx/pdf documents.

Academic Integrity Policy: Students found to be in violation of academic integrity will receive a 0 for the assignment and will not be able to make it up.

Information Technology Systems

Cyber Security

Keeping your account secure is the first step to **cyber security**. Never use passwords that are tied to your personal accounts, and avoid passwords that are easily guessable.

Best practices are to use password managers to create complex passwords and rotate them often, as well as to set up your Multifactor Authentication.

When you are communicating in a virtual environment, it is best to verify who you are communicating with. Never share passwords or authentication codes.

The college will only communicate with you through approved channels. All departmental emails end with @spcc.edu. If you recieve notifications from @student.spcc.edu, let the helpdesk know so we can verify the legitimacy of the email.

Technology Commons

The Technology Commons provides front line support to students in the use of classroom technologies by resolving basic technical problems and assisting with account access. If you are planning to travel outside of the U.S. during the semester, please contact Tech Commons to setup out of country access.

Contact Us

- Email: TechHelp@spcc.edu
- Phone: 704-290-5852
- Locations: OCH Main Building Room 3145 & LLP Horne Library
- Times: Monday-Thursday: 7:30 am - 5:00 pm & Friday: 7:30 am - 3:00 pm

Academic Support Center

The Academic Support Centers (ASC) serve students by providing convenient access to learning support opportunities that promote academic success. The ASC offers free virtual and in-person supports including course and skills tutoring, as well as a paper review service. To learn more about the ASC and to schedule an appointment, visit the SPCC Academic Support Center website, email asktheasc@spcc.edu, or call 704-290-5329.

Academic Advising

Every curriculum student is assigned a full-time faculty advisor. Faculty advisors are available to students during regularly scheduled office hours as well as by appointment. Students have the responsibility for planning their program of study with the help of their faculty advisor. The Academic Advising Center located at each campus is also a resource to students. Current students may locate their academic advisor in Aviso. To learn more about academic advising, visit the SPCC Academic Advising website, email advising@spcc.edu, or call 704-290-5213.

Counseling Services

Counseling Services provides disability services as well as academic, career, and personal counseling for SPCC students. Counselors can help students with various challenges that might affect their academic progress. Counselors are available to help students address topics such as time management, adjusting to college, student success strategies, testing anxiety, stress management, and referrals to community resources. To connect with an SPCC counselor, please schedule an appointment on QLess or contact a counselor at counselors@spcc.edu or (704) 290-5844.

Financial Aid

SPCC has various financial aid resources to help cover the cost of attendance. All students are encouraged to reach out to our Financial Aid team for assistance with tuition, fees, books, other costs associated with attending SPCC. In addition, Financial Aid may be able to assist students with emergency financial needs (i.e. rent, car repair, utility bills) through the SPCC Emergency Assistance Program. Student must meet certain eligibility requirement to qualify. For more information about financial aid assistance please email finaid@spcc.edu or call (704) 993-2443.

Library Services and Information Literacy

The library is a fundamental part of students' learning experience and provides a variety of resources to assist students with information and digital literacy. The libraries offer several online databases, including ProQuest and NC LIVE, that provide access to over 1.6 billion full-text articles, eBooks, streaming videos, digitized newspapers, language learning tools, and more. The libraries also provide laptops and hotspots for on- and off-campus use as well as access to study spaces. Students may reserve single and group study spaces through QLess, the campus reservation system. Library staff provide a wide variety of reference services such as research assistance, instruction on how to navigate databases, and library programming on subjects such as scholarly citations, source selection, evaluation, and integration. To learn more about library services, visit SPCC Libraries, email libraries@spcc.edu, or call 704-290-5851.

Student Evaluation of Instruction

At the end of each term, students are asked to evaluate their courses and instructors. Please complete an evaluation for each course you are enrolled in; you will be notified via when the survey goes live. Not only does the evaluation allow your voice to be heard, the results are used to improve teaching and learning at the college.

Agenda Item V - A

6) Pensacola Christian College (PCC) – College Mathematics

Application	176912
Course Title	COLLEGE MATHEMATICS
Course Provider	PENSACOLA CHRISTIAN COLLEGE
Hours	36
Summary	An emphasis on application problem solving is in this arithmetic-based course. Real numbers, ratios, percents, formulas, statistics, and selected topics for consumers are studied.

PENSACOLA CHRISTIAN COLLEGE
Course Syllabus

FY: 98–99

I. COURSE IDENTIFICATION

Course Number: MA 111
Course Title: College Mathematics
Credit Hours: 3

Prepared by: Kimberly G. Hoff (Instructor) Date: 5/21/99

Reviewed by: W. F. Crawford (Dean of Arts and Sciences) Date: 5/21/99

Approved by: M. A. Beemer (V.P. for Acad. Affairs) Date: 6/29/99

II. CATALOG DESCRIPTION:

An emphasis on application problem solving is in this arithmetic-based course. Real numbers, ratios, percents, formulas, statistics, and selected topics for consumers are studied.

III. PURPOSE OF THE COURSE:

The purpose of MA 111 is to acquaint the student with the mathematics required for everyday problem solving and business situations which he may face. The course is structured to decrease dependence upon calculators.

IV. LEARNING OBJECTIVES:

Every student enrolled in MA 111 will attend one lecture and two classes each week. A student will be expected to complete the assigned written computational assignment for each lab session and a reading assignment for each lecture. By completing these assignments, the student should be able to:

A. Carry out basic computations without the aid of a calculator. These computations include addition, subtraction, multiplication, division, fractions, decimals, and percents.

B. Have a basic working understanding of the mathematical aspects of
   a. owning and operating a car
   b. travel expenses
   c. income and taxes
   d. financial budgeting
   e. housing expenses
   f. food and clothing expenses
   g. banking and investments

V. GENERAL EDUCATIONAL GOALS

The student will be provided the educational training from the Biblical perspective which will be practical in its application and designed to make the student competent and prepared for the mathematics of daily living.

VI. GRADING CRITERIA

The course evaluation will consist of quizzes given in class and lecture, four unit tests, and a midterm and final exam.

Quizzes	30%
Tests	50%
Exams	20%

The college grading scale will be applied to the overall percentage to determine the course grade:

90–100%	A
80–89%	B
70–79%	C
60–69%	D
0–59%	F

VII. OTHER COURSE REQUIREMENTS

Textbook (required)

Consumer Mathematics in Christian Perspective, Judy Howe

Consumer Mathematics Skills and Review Exercises, Judy Howe

VIII. PREREQUISITES

None

COREQUISITES

None

IX. BIBLIOGRAPHY

Blue, Master Your Money

Graver, Get Out of Debt Now

Hallman & Rosenbloom, Personal Financial Planning

Lewin, Financial Fitness for Newlyweds

MacGregor, Your Money Matters

Money magazine

Pierce, The Financial Advisory

Rich, Mathematics for the College Boards

Scott, Stretching Your Income

Walker, Financial Freedom and Prosperity for the Christian Family

DISTRIBUTION:

1 Vice President for Academic Affairs (Original)
3 Originator
2 Dean of Arts & Sciences
1 Registrar
1 ROCF

Agenda Item V - A

7) South Piedmont Community College (SPCC) – Statistical Methods I

Application	166917
Course Title	STATISTICAL METHODS I
Course Provider	SOUTH PIEDMONT COMMUNITY COLLEGE
Hours	36
Summary	This course provides a project-based approach to introductory statistics with an emphasis on using real-world data and statistical literacy. Topics include descriptive statistics, correlation and regression, basic probability, discrete and continuous probability distributions, confidence intervals, and hypothesis testing.

MAT 152 - Statistical Methods I

Class: 3 Lab: 2 Clinical: 0 Work: 0 Credits: 4

Prerequisite(s): MAT 060, MAT 070, DRE 098 or DMA 010, DMA 020, DMA 030, DMA 040, DMA 050, and DRE 098 or DMA 010, DMA 020, DMA 030, DMA-045, DRE 098 or DMA 025, DMA 040, DMA 050, DRE 098 or DMA 025, DMA 045, DRE 098 or MAT 003, ENG 002 or MAT 025 or MAT 035
Corequisite(s): MAT 052 or MAT 025 if required
This course provides a project-based approach to introductory statistics with an emphasis on using real-world data and statistical literacy. Topics include descriptive statistics, correlation and regression, basic probability, discrete and continuous probability distributions, confidence intervals and hypothesis testing. Upon completion students should be able to use appropriate technology to describe important characteristics of a data set, draw inferences about a population from sample data, and interpret and communicate results. *This course has been approved for transfer under the CAA and ICAA as a general education course in Mathematics (Quantitative). This is a Universal General Education Transfer Component (UGETC) course.*
Offered: Fall, Spring, Summer

Syllabus

MAT 152 OAA1R Statistical Methods I
Spring 2025

Course Information

MAT 152 OAA1R
Pre and Co-requisites: / State prerequisite - Take One Set:,Set 1: DMA-010, DMA-020, DMA-030, and DRE-098,Set 2: DMA-010, DMA-020, DMA-030, and ENG-002,Set 3: DMA-010, DMA-020, DMA-030, and BSP-4002,Set 4: DMA-025, and DRE-098,Set 5: DMA-025, and ENG-002,Set 6: DMA-025, and BSP-4002,Set 7: MAT-003 and DRE-098,Set 8: MAT-003 and ENG-002,Set 9: MAT-003 and BSP-4002,Set 10: BSP-4003 and DRE-098 ,Set 11: BSP-4003 and ENG-002,Set 12: BSP-4003 and BSP-4002 / State concurrent or previous courses - Take MAT-052
Credits: 4.00
Contact Hours: 5.00
Census Date: Jan 22, 2025
Course Description: This course provides a project-based approach to introductory statistics with an emphasis on using real-world data and statistical literacy. Topics include descriptive statistics, correlation and regression, basic probability, discrete and continuous probability distributions, confidence intervals and hypothesis testing. Upon completion, students should be able to use appropriate technology to describe important characteristics of a data set, draw inferences about a population from sample data, and interpret and communicate results.
Modality: Internet asynchronous
Last Day to Add: Jan 21, 2025 **Last Day to Drop:** Jan 22, 2025
Last Day for Student Initiated Withdrawal: 70% point for the course. Consult with your instructor or the registrar for the exact date.
Meeting Days and Times: 01/10/25 05/12/25 INET ASYN OCLS MTWTHFS TBA

Required Texts and Materials

You can access required texts and materials through the left hand column of your course where you see Textbooks/Materials listed. Students must click on Textbooks/Materials through this course in Canvas to access their materials the first time.

Text Title or Material Name: : Elementary Statistics
Authors: Triola
Publisher: Pearson
Edition: 14th edition
Bibliu Link:
After clicking on Textbook/Materials through Canvas you can also access your materials directly here
Where to Find Resources
*Pearson Resources (videos, StatCrunch, PowerPoint, etext, etc.) found by clicking on Pearson Access (Multimedia Library).

*Additional Resources (notes, lab manual, lecture recordings, etc.) are found here in Canvas throughout the modules.

Instructor Information

Greg Dempsey
Title: Mathematics Faculty
Preferred Title: Prof. Dempsey
Phone: 704-290-5082
Email: gdempsey@spcc.edu
Office Location: OCH Main 3339
Student Hours:
M/W 12 - 1:15 PM, T/TH 11:30 AM - 12:45 PM
Welcome to MAT-152, Statistical Methods I!

Expect a response to your calls and emails within 24 hours of receipt. Response time might be longer over the weekends.

Supervisor Information

Name: Dr. Luka Kapkiai

Title: Department Chair of Mathematics and Natural Sciences

Email: lkapkiai@spcc.edu

Phone: 704-290-1722

Office Location: Main 3329

Course Learning Outcomes

This course is intended to equip you with skills and knowledge about this subject. Upon completion of this course, you should be able to:

- 1. Organize, display, calculate, and interpret descriptive statistics
- 2. Apply basic rules of probability
- 3. Identify and apply appropriate probability distributions
- 4. Perform regression analysis
- 5. Analyze sample data to draw inferences about a population parameter
- 6. Communicate results through a variety of media
- 7. Utilize global statistics, data, or problem solving that involves international topics.

Core Skills Outcomes

Sometimes referred to as employability or soft skills, Core Skill outcomes are skills that competent and valuable employees in any field or industry should demonstrate. The five Core Skills are:

- Critical Thinking: The learner will identify, interpret, analyze, or synthesize problems before developing and implementing solutions in a manner effective and appropriate for the intended audience.
- Information Literacy: The learner will locate, identify, evaluate, use, and disseminate information ethically and effectively.
- Intercultural Competence: The learner will demonstrate cultural awareness and objectivity through critical reflection.
- Oral Communication: The learner will exchange ideas and information with others using the spoken word in a manner effective and appropriate for the intended audience.
- Written Communication: The learner will exchange ideas and information with using text in a manner effective and appropriate for the intended audience.

- No Core Skill Outcomes apply for this course.

Program Learning Outcomes

What kind of skills and knowledge should graduates demonstrate after completing this academic program? Below are program learning outcomes and assignments aligned within this course.

- Creative Problem Solving: Learners will apply appropriate techniques to solving problems within their discipline.
- Mathematical Literacy (AS only): Learners will demonstrate mathematical literacy through solving problems, communicating concepts, reasoning mathematically, and applying mathematical or statistical methods, using multiple representations where applicable.
- Potential core skill artifacts from this course: Completed lab assignments or discussions; project; test papers with analysis.

ePortfolio

Students in Associate in Arts, Associate in Science, Associate in Fine Arts, and other programs are required to complete an ePortfolio. Artifacts from this course may be used in the ePortfolio (see above). For detailed information, visit the SP ePortfolio website. For assistance, please email eportfolio@spcc.edu or call 704.290.5208. To make an in-person or Teams appointment, visit our scheduling website.

Course Schedule

Due Date	Assignment	Assignment Type	Points
	Chapter 2 Q&A	Discussion	0
	Chapter 1 Q&A	Discussion	0
	Chapter 10 Q&A	Discussion	0
	Chapter 3 Q&A	Discussion	0
	Chapter 4 Q&A	Discussion	0
	Chapter 5 Q&A	Discussion	0
	Chapter 6 Q&A	Discussion	0
	Chapter 7 Q&A	Discussion	0
	Chapter 8 Q&A	Discussion	0
	Chapter 9 Q&A	Discussion	0
	Final Exam Replacement (if Higher)	Assignment	100
	Introduce Yourself	Discussion	0
1/16/25	Homework #1: 1.1-1.2 Types of Data	Assignment	100
1/16/25	Homework #2 1.3-2.1 Visualizing Data	Assignment	100

Due Date	Assignment	Assignment Type	Points
1/16/25	Chapter 1 Global Lab	Assignment	100
1/22/25	Start-Up Activity	Quiz	100
1/23/25	Homework #3 2.2-2.3 Graphs	Assignment	100
1/23/25	Homework #4: 3.1-3.2 Measures of Center and Spread	Assignment	100
1/23/25	Quiz #1: Chapter 2	Assignment	100
1/23/25	Chapter 2 Global Lab	Assignment	100
1/30/25	Homework #5: 3.3 Measure of Relative Standing	Assignment	100
1/30/25	Chapter 3 Global Lab	Assignment	100
2/6/25	Homework #6: 4.1-4.2 Probability (Basics/Addition/Multiplication)	Assignment	100
2/6/25	Quiz #2: Chapter 3	Assignment	100
2/6/25	TEST #1: Ch 1-3	Assignment	100
2/13/25	Homework #7: 4.3 Probability II (Conditional)	Assignment	100
2/13/25	Homework #8: 5.1 Probability distributions	Assignment	100
2/13/25	Quiz #3: Chapter 4 (Probability)	Assignment	100
2/13/25	Ch 4 Global Lab	Assignment	100
2/20/25	Homework #10: 5.3 Poisson Distribution	Assignment	100
2/20/25	Homework #9: 5.2 Binomial Distribution	Assignment	100
2/20/25	Quiz #4: Chapter 5	Assignment	100
2/27/25	Homework #11 6.1-6.2 Normal Distribution	Assignment	100
2/27/25	TEST #2: Ch 4-5	Assignment	100
3/6/25	Homework #12 6.3-6.5 Sampling and CLT	Assignment	100
3/6/25	Quiz #5: Chapter 6	Assignment	100
3/6/25	Ch 6 Global Lab	Assignment	100
3/20/25	Homework #13: 7.1 Estimating a Population Proportion	Assignment	100
3/27/25	Homework #14 7.2-7.3 Estimating Means and Standard Deviations	Assignment	100
3/27/25	Quiz #6: Chapter 7	Assignment	100
4/3/25	Homework #15: 8.1-8.2 Basics of Hypothesis Testing	Assignment	100
4/4/25	TEST #3: Ch 6-7	Assignment	100
4/10/25	Homework #16: 8.3-8.4 Testing Claims	Assignment	100
4/10/25	Quiz #7: Chapter 8	Assignment	100
4/17/25	Homework #17: 9.1 Two Proportions	Assignment	100

Due Date	Assignment	Assignment Type	Points
4/17/25	Homework #18: 9.2 Two Means	Assignment	100
4/24/25	Homework #19: 9.3 - 9.4 Two mean (matched); Two standard deviations	Assignment	100
4/24/25	Quiz #8: Chapter 9	Assignment	100
4/28/25	TEST #4: Ch 8-9	Assignment	100
5/1/25	Homework #20: 10.1 Correlation	Assignment	100
5/1/25	Homework #21: 10.2 Regression	Assignment	100
5/7/25	MAT-152 Project	Assignment	30
5/12/25	MAT-152 Final Exam	Assignment	100

Methods of Evaluation (%)

Assignment	Percent of Final Grade
Homework	20%
Quizzes	15%
Labs & Discussions	10%
Project & Test	45%
Final	15%

Grading Scale

Letter Grade	Percentage
A	90-100
B	80-89
C	70-79
D	60-69
F	Below 60

Academic Integrity

It is important that we, as a community, hold each other to high standards, including policies regarding academic integrity. To that end, I reserve the right to check for academic integrity violations at any time.

An academic integrity violation includes but is not limited to the following: cheating, plagiarism, fabrication/falsification, and complicity in academic dishonesty

- Cheating: An attempt to use or actual use of unauthorized materials in any format to complete an academic exercise. Cheating also includes the communication of unauthorized information during an academic activity or exercise. Cheating

includes, but is not limited to, copying another student's homework, class work, or required project (in part or in whole) and presenting it to the instructor as one's own work; or giving, receiving, offering, and/or soliciting information on a quiz, test, examination, or other academic exercise. Use of third-party sites or technology such as AI generators to create or present material as your own in whole or in part during an academic activity or exercise constitutes cheating, unless the use of such technology and/or third-party sites is expressly permitted by the instructor.

- Plagiarism: The copying of any published work such as books, magazines, audiovisual programs, electronic media, and films or copying the theme or manuscript of another individual. It is plagiarism when one uses direct quotations without proper credit or when one uses the ideas of another without giving proper credit. When three or more consecutive words are borrowed, the borrowing should be recognized according to the conventions appropriate for the assignment (APA style, MLA style, etc). Use of third-party sites or technology such as AI generators to create or present material as your own in whole or in part during an academic activity or exercise constitutes plagiarism, unless the use of such technology and/or third-party sites is expressly permitted by the instructor.
- Self-plagiarism: The unauthorized use of one's own previous work without the express permission of both the instructor to whom the previous work was submitted and the instructor to whom the work currently is being submitted.
- Fabrication/falsification: an attempt to deceive the instructor in his/her effort to fairly evaluate an academic exercise. Fabrication/falsification may include presenting dishonest information related to an academic activity or exercise; or creation of or altering information or citations related to an academic activity or exercise.
- Complicity in academic dishonesty: Refers to intentionally giving unauthorized assistance to someone else who engages in academic dishonesty

It is your responsibility to learn more about how to avoid academic integrity violations by referring to the current SPCC Student Handbook, enrolling in one of SPCC's Study Skills classes, or contacting library staff for help.

If upon investigation your instructor determines that you committed an academic integrity violation, you will be held accountable as stated below:

1. The instructor, after consulting with his/her supervisor, will notify the student in writing of the details of the academic integrity violation, which may include a formal warning, a reduced grade on an assignment, or a reduced grade in the course.
2. The instructor will send the student's name along with detailed evidence and documentation of the violation to his/her supervisor, Dean, and the Assistant to the Vice President of Student and Academic Affairs to be added to the student's permanent academic record.
3. The Assistant to the Vice President of Academic and Student Affairs will notify the appropriate Dean if there are previous documented offenses in the student's file.

The Dean will determine the disciplinary action for the violation. Sanctions range from the minimum of a reprimand to a maximum of suspension depending on the severity and number of violations. Refer to the SPCC catalog (opens in new tab, direct link: https://spcc.edu/student-resources/catalog-schedule/) or the current SPCC Student Handbook (opens in new window, direct link: http://www.spcc.edu/student-rights-and-responsibilities/) for the complete Academic Integrity Policy and disciplinary sanctions.

All work for this course must be original to this course. In rare instances, instructors may allow students to reuse research or portions of assignments from other classes, past or present, if it fits within the learning outcomes and objectives of a course assignment. To reuse material, students must receive approval from both instructors before submission occurs to avoid a self-plagiarism charge. If you have any questions about academic integrity, please do not hesitate to ask.

Attendance

South Piedmont is an attendance taking college. The College does not differentiate between “excused” and “unexcused” absences in calculating course attendance.

Regular attendance and participation are essential to student learning and successful completion of a course. South Piedmont Community College recognizes that students are adults with many responsibilities, and occasional absences are unavoidable. However, absences in no way lessen the student’s responsibility for meeting the requirements of the course.

Attendance in Distance Learning Classes (100% Online)

Distance learning courses are taught totally online. Student attendance in online courses is defined as active participation in the online course.

For purposes of this policy, attendance at the College in online courses includes:

1. Submitting an academic assignment
2. Taking or submitting an exam or quiz
3. Completing an interactive tutorial
4. Participating in an online study group assigned by faculty/instructor(s)
5. Participating in online discussion forum/board assigned by faculty/instructor(s)
6. Student-initiated documented contact with the faculty member (email from SPCC issued account, virtual meeting, in-person meeting, conference calls) to ask an

academic content-related question(s)

For any situation that results in the student being unable to log into his/her online course, the student is responsible for contacting the instructor.

Attendance (Section Level)

In this class, if a student fails to maintain attendance for a period equivalent **to two calendar weeks (14 consecutive days)** for the semester/term, the instructor will withdraw the student from this class by submitting an Instructor-Initiated Withdrawal Form and a grade of “WI” (Withdrawal by Instructor) will be assigned.

Census Dates

Entry into a course must occur by the census date (10 percent point for the course). The census date for this course is located on the first page under Course Information. You must be physically present and/or complete a graded assignment by the census date to remain in the course. It’s important that you do this as soon as possible or you will be removed from the roster.

Course Withdrawal

South Piedmont Community College recognizes that from time to time, it may be necessary for a student to withdraw from a course. You may withdraw from any course and receive a grade of "W" following the Drop/Add period and through the 70% point of the term. You must complete a “Student Withdrawal Form” found in Student Forms (opens in new tab; direct link: https://etcentral.spcc.edu/#/form) on the Student Panel at www.spcc.edu (opens in a new tab).

Please note: Students who withdraw through the 60% point of the term and who are receiving federal financial aid (Title IV programs) are required to repay funds for which they are not eligible due to withdrawal.

Students with Disabilities

Students who need accommodations due to disabilities, chronic medical conditions, or pregnancy complications resulting in difficulties with accessing learning opportunities should contact Disability Services at counselors@spcc.edu or 704-290-5844 and apply for accommodation. Students can find more information and the application for accommodations on the Disability Services webpage. Instructors have made efforts to ensure online and other information technology learning materials meet accessibility standards for Americans with Disabilities Act (ADA) compliance. If a learning object in a course does not meet these specifications, please contact the instructor.

Student Rights and Responsibilities/Code of Conduct

Student rights and responsibilities can be found in the SPCC Student Handbook (opens new browser window; direct link http://www.spcc.edu/student-rights-and-responsibilities/) on the SPCC website.

Other Policies

Make-Up Policy

This course is completely asynchronous, so there are no need for make-up tests, etc.

Late Submission Policy

Homeworks and quizzes may be worked on beyond their specified due dates with no penalty. Tests must be completed in the specified window of time.

Extra Credit Policy

No extra credit is provided in this course.

File submission policy

Files (pictures, videos, MS Word, PDF, etc. as indicated in the assignment) should be submitted in the appropriate place in Canvas by the deadline. Once the deadline has passed, you will not be able to submit the assignment. If you are having problems submitting in Canvas AND the deadline has NOT passed, only then may you submit it by email. It must STILL be submitted by the deadline.

Academic Integrity Policy

Most assignments you can get help on (homework, quizzes, labs, discussions, and project). If you are caught cheating on a quiz or test you will be notified by email of the issue, reported to SPCC authorities, and awarded a 0 for the grade of that assignment.

*All concerns will be dealt with on a case by case basis for college excused reasons.

Academic Support Center

The Academic Support Centers (ASC) serve students by providing convenient access to learning support opportunities that promote academic success. The ASC offers free virtual and in-person supports including course and skills tutoring, as well as a paper review service. To learn more about the ASC and to schedule an appointment, visit spcc.edu/academic-support-center, email asktheasc@spcc.edu, or call 704-290-5329.

Academic Advising

Every curriculum student is assigned a full-time faculty advisor. Faculty advisors are available to students during regularly scheduled office hours as well as by appointment. Students have the responsibility for planning their program of study with the help of their faculty advisor. The Academic Advising Center located at each campus is also a resource to students. Current students may locate their academic advisor in Aviso. To learn more about academic advising, visit spcc.edu/advising, email advising@spcc.edu, or call 704-290-5213.

Counseling Services

Counseling Services provides disability services as well as academic, career, and personal counseling for SPCC students. Counselors can help students with various challenges that might affect their academic progress. Counselors are available to help students address topics such as time management, adjusting to college, student success strategies, testing anxiety, stress management, and referrals to community resources. To connect with an SPCC counselor, please schedule an appointment on QLess or contact a counselor at counselors@spcc.edu or (704) 290-5844.

Financial Aid

SPCC has various financial aid resources to help cover the cost of attendance. All students are encouraged to reach out to our Financial Aid team for assistance with tuition, fees, books, other costs associated with attending SPCC. In addition, Financial Aid may be able to assist students with emergency financial needs (i.e. rent, car repair, utility bills) through the SPCC Emergency Assistance Program. Student must meet certain eligibility requirement to qualify. For more information about financial aid assistance please email finaid@spcc.edu or call (704) 993-2443.

Library Services and Information Literacy

The library is a fundamental part of students' learning experience and provides a variety of resources to assist students with information and digital literacy. The libraries offer several online databases, including ProQuest and NC LIVE, that provide access to over 1.6 billion full-text articles, eBooks, streaming videos, digitized newspapers, language learning tools, and more. The libraries also provide laptops and hotspots for on- and off-campus use as well as access to study spaces. Students may reserve single and group study spaces through QLess, the campus reservation system. Library staff provide a wide variety of reference services such as research assistance, instruction on how to navigate databases, and library programming on subjects such as scholarly citations, source selection, evaluation, and integration. To learn more about library services, visit spcc.edu/libraries, email libraries@spcc.edu, or call 704-290-5851.

Student Evaluation of Instruction

At the end of each term, students are asked to evaluate their courses and instructors. Please complete an evaluation for each course you are enrolled in; you will be notified via when the survey goes live. Not only does the evaluation allow your voice to be heard, the results are used to improve teaching and learning at the college.

Supplemental Instruction

Supplemental Instruction

This course is supported by Supplemental instruction (SI) to provide an enhanced academic learning environment. Your SI tutor provides 1-1 tutoring, skill review, and group sessions to enhance content mastery. All students are expected to schedule 3 to 4 individual tutoring sessions and attend skill review sessions during your course duration.

To schedule your appointment, please visit the Academic Support Center's website at https://spcc.edu/student-resources/academic-support-center/

Grammarly

This course is supported by Grammarly writing software.

Students may log into Grammarly using your South Piedmont email login and password.

Agenda Item V - A

8) South Piedmont Community College (SPCC) – Precalculus Algebra

Application	162397
Course Title	PRECALCULUS ALGEBRA
Course Provider	SOUTH PIEDMONT COMMUNITY COLLEGE
Hours	36
Summary	This course places an emphasis on solving equations and inequalities, solving systems of equations and inequalities, and analysis of functions (absolute value, radical, polynomial, rational, exponential, and logarithmic) in multiple representations.

MAT 171 - Precalculus Algebra

Class: 3 Lab: 2 Clinical: 0 Work: 0 Credits: 4

Prerequisite(s): MAT 060, MAT 070, MAT 080 or DMA 010, DMA 020, DMA 030, DMA 040, DMA 050, DMA 060, DMA 070, DMA 080 or DMA 010, DMA 020, DMA 030, DMA-045, DMA 065 or DMA 010, DMA 020, DMA 030, DMA 040, DMA 050, DMA 065 or DMA 025, DMA 040, DMA 050, DMA 065 or DMA 025, DMA 045, DMA 065 or MAT 003
Corequisite(s): MAT 071 if required
This course is designed to develop topics which are fundamental to the study of Calculus. Emphasis is placed on solving equations and inequalities, solving systems of equations and inequalities, and analysis of functions (absolute value, radical, polynomial, rational, exponential, and logarithmic) in multiple representations. Upon completion, students should be able to select and use appropriate models and techniques for finding solutions to algebra-related problems with and without technology. *This course has been approved for transfer under the CAA and ICAA as a general education course in Mathematics. This is a Universal General Education Transfer Component (UGETC) course.*

Syllabus

MAT 171 MFA1 Precalculus Algebra
Spring 2026

Course Information

MAT 171 MFA1
Pre and Co-requisites: / Local Prerequisites - Take MAT-035.
Credits: 4.00
Contact Hours: 5.00
CEU's: 0.00
Census Date: Jan 21, 2026
Course Description: This course is designed to develop topics which are fundamental to the study of Calculus. Emphasis is placed on solving equations and inequalities, solving systems of equations and inequalities, and analysis of functions (absolute value, radical, polynomial, rational, exponential, and logarithmic) in multiple representations. Upon completion, students should be able to select and use appropriate models and techniques for finding solutions to algebra-related problems with and without technology.
Modality: Hyflex
Last Day to Add: Jan 20, 2026 **Last Day to Drop:** Jan 21, 2026
Last Day for Student Initiated Withdrawal: 70% point for the course. Consult with your instructor or the registrar for the exact date.
Meeting Days and Times: 01/09/26 05/11/26 MAIN 3319 CLAS TTH01:30PM 03:45PM; 01/09/26 05/11/26 INWC NET LAB MTWTHFS TBA

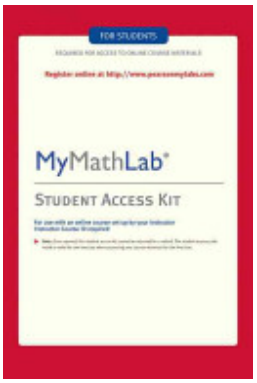
Honorlock Disclaimer

Be advised, this course uses Honorlock, a third-party AI only proctoring tool for completing online assessments. It may require verifying your identity, monitoring your

testing space, and capturing audio/video.

Required Texts and Materials

You can access required texts and materials through the left hand column of your course where you see Textbooks/Materials listed. Students must click on Textbook/Materials through this course in Canvas to access their materials the first time.



Text Title or Material Name: : Mymathlab -- Standalone Access Card
ISBN: 9780321199911
Authors: - O Pearson Education, Pearson Education, Inc., Hall H Pearson Education, David P Pearson Education, Willoughby H Pearson Education, - S Pearson Education, Pearson, Mike Pearson Education
Publisher: Pearson
Publication Date: 2003-07-08
Where to Find Resources
You can find this under the Pearson button on the side panel.

Instructor Information

Vahetta Condrey
Title: Mathematics Faculty
Email: vcondrey@spcc.edu
Office Location: OCH Main 3337
Welcome to MAT 171!

Expect a response to your calls and emails within 24 hours of receipt. Response time might be longer over the weekends.

Supervisor Information

Name: Dr. Luka Kapkiai
Title: Chair - Department of Mathematics and Sciences
Email: lkapkiai@spcc.edu
Phone: 704-290-1722
Office Location: OCH Campus - Office 3329

Course Learning Outcomes

This course is intended to equip you with skills and knowledge about this subject. Upon completion of this course, you should be able to:

- 1. Analyze functions (linear, polynomial, rational, parametric and other), equations, and inequalities using algebraic, graphing and pattern recognition techniques.

Assessment Method:
Homework, Quizzes, Tests, Labs/Discussions, Projects, Final Exam

- 2. Apply a variety of strategies to solve problems involving functions.
  Assessment Method:
  Homework, Quizzes, Tests, Labs/Discussions, Projects, Final Exam

- 3. Solve systems of equations and inequalities.
  Assessment Method:
  Homework, Quizzes, Tests, Labs/Discussions, Projects, Final Exam

- 4. Apply appropriate models for analysis and prediction
  Assessment Method:
  Homework, Quizzes, Tests, Labs/Discussions, Projects, Final Exam

Core Skills Outcomes

Sometimes referred to as employability or soft skills, Core Skill outcomes are skills that competent and valuable employees in any field or industry should demonstrate. The five Core Skills are:

- Critical Thinking: The learner will identify, interpret, analyze, or synthesize problems before developing and implementing solutions in a manner effective and appropriate for the intended audience.

- Information Literacy: The learner will locate, identify, evaluate, use, and disseminate information ethically and effectively.

- Intercultural Competence: The learner will demonstrate cultural awareness and objectivity through critical reflection.

- Oral Communication: The learner will exchange ideas and information with others using the spoken word in a manner effective and appropriate for the intended audience.

- Written Communication: The learner will exchange ideas and information with using text in a manner effective and appropriate for the intended audience.

Program Learning Outcomes

What kind of skills and knowledge should graduates demonstrate after completing this academic program? Below are program learning outcomes and assignments aligned within this course.

- Creative Problem Solving Learners will apply appropriate techniques to solving problems within their discipline. Mathematical Literacy Learners will demonstrate mathematical literacy through solving problems, communicating concepts, reasoning mathematically, and applying mathematical or statistical methods, using multiple representations where applicable. Potential program outcome artifacts from this course: completed lab assignments or discussions; projects; tests with analysis.

ePortfolio

Students in Associate in Arts, Associate in Science, Associate in Fine Arts, and other programs are required to complete an ePortfolio. Artifacts from this course may be used in the ePortfolio (see above). For detailed information, visit the SP ePortfolio website. For assistance, please email eportfolio@spcc.edu or call 704.290.5208. To make an in-person or Teams appointment, visit our scheduling website.

Course Schedule

Please note that this is a tentative schedule and is subject to change.

Week	Topic	Assessment
Week 1	Introduction, Review (Begin Chapter 1)	Discussion, Lab, Individual Meeting
Week 2	Linear Functions, Equations, and Inequalities (Chapter 1)	Homework, Discussion, Lab, Quizzes, Test 1
Weeks 3-4	Analysis of Graphs and Functions (Chapter 2)	Homework, Discussion, Lab, Quizzes, Test 2
Weeks 5-6	Quadratic Functions (Chapter 3)	Homework, Discussion, Lab, Quizzes, Test 3
Weeks 7-8	Polynomial Functions of Higher Degree (Chapter 4)	Homework, Discussion, Lab, Quizzes, Test 4
Week 9	Project	Project
Weeks 10-11	Rational, Power, and Root Functions (Chapter 5)	Homework, Discussion, Lab, Quizzes, Test 5
Weeks 12-13	Inverse, Exponential, and Logarithmic Functions (Chapter 6)	Homework, Discussion, Lab, Quizzes, Test 6
Week 14	Systems (Chapter 7)	Homework, Discussion, Lab, Quizzes, Test 7
Week 15	Project	Project
Week 16	Final Exam	Exam

Methods of Evaluation (%)

Assignment	Percent of Final Grade
Homework	20%
Labs/Discussions	10%
Quizzes	10%
Tests/Projects	45%

Assignment	Percent of Final Grade
Final Exam/Project	15%

Grading Scale

Letter Grade	Percentage
A	90-100
B	80-89.99
C	70-79.99
D	60-69.99
F	Below 60

Academic Integrity

It is important that we, as a community, hold each other to high standards, including policies regarding academic integrity. To that end, I reserve the right to check for academic integrity violations at any time.

An academic integrity violation includes but is not limited to the following: cheating, plagiarism, fabrication/falsification, and complicity in academic dishonesty

- Cheating: An attempt to use or actual use of unauthorized materials in any format to complete an academic exercise. Cheating also includes the communication of unauthorized information during an academic activity or exercise. Cheating includes, but is not limited to, copying another student's homework, class work, or required project (in part or in whole) and presenting it to the instructor as one's own work; or giving, receiving, offering, and/or soliciting information on a quiz, test, examination, or other academic exercise. Use of third-party sites or technology such as AI generators to create or present material as your own in whole or in part during an academic activity or exercise constitutes cheating, unless the use of such technology and/or third-party sites is expressly permitted by the instructor.
- Plagiarism: The copying of any published work such as books, magazines, audiovisual programs, electronic media, and films or copying the theme or manuscript of another individual. It is plagiarism when one uses direct quotations without proper credit or when one uses the ideas of another without giving proper credit. When three or more consecutive words are borrowed, the borrowing should be recognized according to the conventions appropriate for the assignment (APA style, MLA style, etc). Use of third-party sites or technology such as AI generators to create or present material as your own in whole or in part during an academic activity or exercise constitutes plagiarism, unless the use of such technology and/or third-party sites is expressly permitted by the instructor.
- Self-plagiarism: The unauthorized use of one's own previous work without the express permission of both the instructor to whom the previous work was submitted and the instructor to whom the work currently is being submitted.
- Fabrication/falsification: an attempt to deceive the instructor in his/her effort to fairly evaluate an academic exercise. Fabrication/falsification may include presenting dishonest information related to an academic activity or exercise; or

creation of or altering information or citations related to an academic activity or exercise.

- Complicity in academic dishonesty: Refers to intentionally giving unauthorized assistance to someone else who engages in academic dishonesty

It is your responsibility to learn more about how to avoid academic integrity violations by referring to the current SPCC Student Handbook, enrolling in one of SPCC's Study Skills classes, or contacting library staff for help.

If upon investigation your instructor determines that you committed an academic integrity violation, you will be held accountable as stated below:

1. The instructor, after consulting with his/her supervisor, will notify the student in writing of the details of the academic integrity violation, which may include a formal warning, a reduced grade on an assignment, or a reduced grade in the course.

2. The instructor will send the student's name along with detailed evidence and documentation of the violation to his/her supervisor, Dean, and the Assistant to the Vice President of Student and Academic Affairs to be added to the student's permanent academic record.

3. The Assistant to the Vice President of Academic and Student Affairs will notify the appropriate Dean if there are previous documented offenses in the student's file. The Dean will determine the disciplinary action for the violation. Sanctions range from the minimum of a reprimand to a maximum of suspension depending on the severity and number of violations. Refer to the SPCC catalog (opens in new tab, direct link: https://catalog.spcc.edu/) or the current SPCC Student Handbook (opens in new tab, direct link: https://catalog.spcc.edu/) for the complete Academic Integrity Policy and disciplinary sanctions.

All work for this course must be original to this course. In rare instances, instructors may allow students to reuse research or portions of assignments from other classes, past or present, if it fits within the learning outcomes and objectives of a course assignment. To reuse material, students must receive approval from both instructors before submission occurs to avoid a self-plagiarism charge. If you have any questions about academic integrity, please do not hesitate to ask.

Attendance

South Piedmont is an attendance taking college. The College does not differentiate between "excused" and "unexcused" absences in calculating course attendance.

Regular attendance and participation are essential to student learning and successful completion of a course. South Piedmont Community College recognizes that students are adults with many responsibilities, and occasional absences are unavoidable. However, absences in no way lessen the student's responsibility for meeting the requirements of the course.

Attendance in Blended/Hybrid/HyFlex Classes

Student attendance in blended/hybrid/HyFlex courses is defined as active participation in the blended/hybrid/Hyflex course. Blended/hybrid/HyFlex courses have both online and seated class attendance requirements.

For purposes of this policy, attendance at the College in blended/hybrid/HyFlex courses includes:

1. Physically attending a seated class or participating in a virtual synchronous class with the student's camera on for the duration of each class session
2. Submitting an academic assignment
3. Taking or submitting an exam or quiz
4. Completing an interactive tutorial
5. Participating in an online study group assigned by faculty/instructor(s)
6. Participating in online discussion forum/board assigned by faculty/instructor(s)
7. Student-initiated documented contact with the faculty member (email from SPCC issued account, virtual meeting, in-person meeting, conference calls) to ask an academic content-related question(s)

For any situation that results in the student being unable to log into his/her blended/hybrid/HyFlex course, the student is responsible for contacting the instructor.

Attendance (Section Level)

In this class, if a student fails to maintain attendance for a period equivalent **to two calendar weeks (14 consecutive days) for 10-, 12-, 16-week classes** for the semester/term, the instructor will withdraw the student from this class by submitting an Instructor-Initiated Withdrawal Form and a grade of "WI" (Withdrawal by Instructor) will be assigned.

Census Dates

Entry into a course must occur by the census date (10 percent point for the course). The census date for this course is located on the first page under Course Information. You must be physically present and/or complete a graded assignment by the census date to remain in the course. It's important that you do this as soon as possible or you will be removed from the roster.

Course Withdrawal

South Piedmont Community College recognizes that from time to time, it may be necessary for a student to withdraw from a course. You may withdraw from any course and receive a grade of "W" following the Drop/Add period and through the 70% point of the term. You must complete a “Student Withdrawal Form” found in Student Forms (opens in new tab; direct link: https://etcentral.spcc.edu/#/form) on the Student Panel at www.spcc.edu (opens in a new tab).

Please note: Students who withdraw through the 60% point of the term and who are receiving federal financial aid (Title IV programs) are required to repay funds for which they are not eligible due to withdrawal.

Students with Disabilities

Students who need accommodations due to disabilities, chronic medical conditions, or pregnancy complications resulting in difficulties with accessing learning opportunities should contact Disability Services at counselors@spcc.edu or 704-290-5844 and apply for accommodation. Students can find more information and the application for accommodations on the Accessibility Services webpage. Instructors have made efforts to ensure online and other information technology learning materials meet accessibility standards for Americans with Disabilities Act (ADA) compliance. If a learning object in a course does not meet these specifications, please contact the instructor.

Student Rights and Responsibilities/Code of Conduct

Student rights and responsibilities can be found in the SPCC Student Handbook (opens new browser window; direct link https://catalog.spcc.edu/) on the SPCC website.

Other Policies

Late Policy: There is a 2-day grace period for all homework, quizzes, labs, tests, and individual projects. A 10% late penalty will apply. Discussions, group project, and final exam must be submitted by the due date.

Information Technology Systems

Cyber Security

Keeping your account secure is the first step to **cyber security**. Never use passwords that are tied to your personal accounts, and avoid passwords that are easily guessable.

Best practices are to use password managers to create complex passwords and rotate them often, as well as to set up your Multifactor Authentication.

When you are communicating in a virtual environment, it is best to verify who you are communicating with. Never share passwords or authentication codes.

The college will only communicate with you through approved channels. All departmental emails end with @spcc.edu. If you recieve notifications from @student.spcc.edu, let the helpdesk know so we can verify the legitimacy of the email.

Technology Commons

The Technology Commons provides front line support to students in the use of classroom technologies by resolving basic technical problems and assisting with account access. If you are planning to travel outside of the U.S. during the semester, please contact Tech Commons to setup out of country access.

Contact Us

- Email: TechHelp@spcc.edu
- Phone: 704-290-5852
- Locations: OCH Main Building Room 3145 & LLP Horne Library
- Times: Monday-Thursday: 7:30 am - 5:00 pm & Friday: 7:30 am - 3:00 pm

Academic Support Center

The Academic Support Centers (ASC) serve students by providing convenient access to learning support opportunities that promote academic success. The ASC offers free virtual and in-person supports including course and skills tutoring, as well as a paper review service. To learn more about the ASC and to schedule an appointment, visit the SPCC Academic Support Center website, email asktheasc@spcc.edu, or call 704-290-5329.

Academic Advising

Every curriculum student is assigned a full-time faculty advisor. Faculty advisors are available to students during regularly scheduled office hours as well as by appointment. Students have the responsibility for planning their program of study with the help of their faculty advisor. The Academic Advising Center located at each campus is also a resource to students. Current students may locate their academic advisor in Aviso. To

learn more about academic advising, visit the SPCC Academic Advising website, email advising@spcc.edu, or call 704-290-5213.

Counseling Services

Counseling Services provides disability services as well as academic, career, and personal counseling for SPCC students. Counselors can help students with various challenges that might affect their academic progress. Counselors are available to help students address topics such as time management, adjusting to college, student success strategies, testing anxiety, stress management, and referrals to community resources. To connect with an SPCC counselor, please schedule an appointment on QLess or contact a counselor at counselors@spcc.edu or (704) 290-5844.

Financial Aid

SPCC has various financial aid resources to help cover the cost of attendance. All students are encouraged to reach out to our Financial Aid team for assistance with tuition, fees, books, other costs associated with attending SPCC. In addition, Financial Aid may be able to assist students with emergency financial needs (i.e. rent, car repair, utility bills) through the SPCC Emergency Assistance Program. Student must meet certain eligibility requirement to qualify. For more information about financial aid assistance please email finaid@spcc.edu or call (704) 993-2443.

Library Services and Information Literacy

The library is a fundamental part of students' learning experience and provides a variety of resources to assist students with information and digital literacy. The libraries offer several online databases, including ProQuest and NC LIVE, that provide access to over 1.6 billion full-text articles, eBooks, streaming videos, digitized newspapers, language learning tools, and more. The libraries also provide laptops and hotspots for on- and off-campus use as well as access to study spaces. Students may reserve single and group study spaces through QLess, the campus reservation system. Library staff provide a wide variety of reference services such as research assistance, instruction on how to navigate databases, and library programming on subjects such as scholarly citations, source selection, evaluation, and integration. To learn more about library services, visit SPCC Libraries, email libraries@spcc.edu, or call 704-290-5851.

Student Evaluation of Instruction

At the end of each term, students are asked to evaluate their courses and instructors. Please complete an evaluation for each course you are enrolled in; you will be notified via when the survey goes live. Not only does the evaluation allow your voice to be heard, the results are used to improve teaching and learning at the college.

Supplemental Instruction

Supplemental Instruction

This course is supported by Supplemental instruction (SI) to provide an enhanced academic learning environment. Your SI tutor provides 1-1 tutoring, skill review, and group sessions to enhance content mastery. All students are expected to schedule 3 to 4 individual tutoring sessions and attend skill review sessions during your course duration.

To schedule your appointment, please visit the Academic Support Center's website at https://spcc.edu/student-resources/academic-support-center/

Grammarly

This course is supported by Grammarly writing software.

Students may log into Grammarly using your South Piedmont email login and password.

Agenda Item V - A

9) University of New Mexico (UNM) – Introductory Microeconomics

Application	181443
Course Title	INTRODUCTORY MICROECONOMICS
Course Provider	UNIVERSITY OF NEW MEXICO
Hours	36
Summary	This course will provide a broad overview of microeconomics. Microeconomics is the study of issues specific to households, firms, or industries with an emphasis on the role of markets. Topics discussed will include household and firm behavior demand and supply, government intervention, market structures, and the efficient allocation of resources.

ECON 106: Introductory Microeconomics

Fall 2018

Course:	ECON 106 Section 502
Schedule:	August 20, 2018, through December 15, 2018
Class Time and Place:	Our Week begins on Monday at 8:00 a.m. and ends at 11:59 PM on Sunday. Please note, however, that our last day of class falls on a SATURDAY. This is mountain standard time so if you are taking this in another time zone you will need to adjust the times accordingly. We will meet online through UNM Learn at learn.unm.edu. We have no face-to-face meetings in this class.
Prerequisites:	Although there are no pre-requisites for this class student will need to have basic computer skills, keyboarding skills and a good grasp of using the Internet and UNM Learn. A High speed Internet connection is needed for this course. If you do not know how to use UNM Learn, please enroll in the UNM Learn Blackboard Student Orientation. This is a free course that is available to all students. You can access the course in Blackboard.
Instructor:	Cheryl L. Bernier, Business, Technology and Fine Arts Department Instructor
Contact Information:	E-mail: cbernier@unm.edu Voice Mail: (505) 925-8500 School location: UNM-Valencia Campus 280 La Entrada Los Lunas, NM 87031
Virtual Office Hours:	Online course with virtual office hours Virtual Office Hours: Wednesdays from 7-8 PM Mountain Time or as needed and requested
Textbook:	Microeconomics, Fifth Edition, by Paul Krugman and Robin Wells, Worth Publishing, 2018.

	ISBN-13: 978-1-319-09878-0 or ISBN-10: 1-319-09878-9
Supplies Needed:	Required textbook (see above), consistent access to a computer with reliable Internet access.

Communicate with teacher – The best way to contact me is by mail through your UNM Learn/Blackboard account. You may also email me at cbernier@unm.edu. Please allow up to 48 hours for a reply.

Course Requirements

You must have a book prior to beginning this course. You may either purchase an online book or purchase through the UNM-Valencia bookstore. You will also need to have access to high speed Internet connection.

Class Format

This is an online class, which means that you are responsible to get your work completed and submitted on time. Since we are using technology and the Internet, problems with technology may happen. Do not wait until the last minute complete your assignments or quizzes. Pay close attention to the days and times that UNM Learn is down for upgrades and work around their scheduled outages. All assignments and correspondence will be submitted through the UNM Learn platform. E-mailed assignments are not accepted.

Assignments

You will find your assignments, quizzes, exams, and discussions listed under the course schedule document (beneath the syllabus) on UNM Learn. You are given a due date on each assignment and if you do not submit the assignments by the deadline you will automatically have 10 percent deducted. Assignments, discussions, quizzes, and other coursework submitted more than 7 days past the due date, or later than December 15, 2018 (whichever comes first) will not be accepted.

Assignments sent through email will not be accepted.

Discussion

The discussion area is a place for you to get to know your peers. If you have questions regarding the class you should post them in this area for all to see. Chances are your fellow classmates may have the same questions. This is also an area to just talk with your peers. Most weeks, you will

have a graded discussion assignment. These discussion questions are to be answered by all students in the class. Students are also required to make at least two comments to peers for each weekly discussion task. Assignments from 1-6 days late will receive a late penalty of 10%. Posts made 7 or more days later than the due date will not be graded.

Quizzes and Assessments

Quizzes and assessments will be given to test students' knowledge and application of skills. These quizzes will be based on the readings and assignments that you complete in each lesson. Quizzes are taken in UNM Learn online. Exams will also be taken in UNM Learn. You will have both a midterm and a final exam.

Attendance

This is an online course so it is the student's responsibility to attend class through UNM Learn and complete all work assigned. Students are expected to log into the class site on UNM Learn a minimum of twice every 7 days. Assignments are due on the due date and should be submitted through UNM Learn. You CANNOT afford to get behind. Non completion of the course or failing will affect your grade and thus may affect any scholarships, grants, or financial aid, requiring payment back to the offering institution.

Course Description

Course Description:
This course will provide a broad overview of microeconomics. Microeconomics is the study of issues specific to households, firms, or industries with an emphasis on the role of markets. Topics discussed will include household and firm behavior, demand and supply, government intervention, market structures, and the efficient allocation of resources.

Student Learning Outcomes:
Students should be able to:
1. Explain the concept of opportunity cost.
2. Demonstrate knowledge of the laws of supply and demand and equilibrium.
3. Use supply and demand curves to analyze responses of markets to external events.
4. Use supply and demand analysis to examine the impact of government intervention.
5. Explain and calculate price elasticity of demand and other elasticities.
6. Demonstrate an understanding of producer choice, including cost and break-even analysis.
7. Compare and contrast the following market structures: perfect competition, monopoly, monopolistic competition, and oligopoly.

This is an online class so students will need access to High Speed Internet (dial up connection will be difficult) and the student should have basic keyboarding and computer skills. 3 credit hour course

Course Grading Policy

Make-up and Late Assignment Policy: All work is due on the due date. Late assignments will be accepted up to 6 days after the due date with prior approval from the instructor but will receive a penalty of ten percent. Assignments submitted 7 or more days late, or after December 15, 2018, whichever comes sooner, will not be accepted.

Grading:

100% - 93% = A	89% - 87% = B+	79% - 77% = C+	69% - 67% = D+
92% - 90% = A-	86% - 83% = B	76% - 73% = C	66% - 63% = D
	82% - 80% = B-	72% - 70% = C-	62% - 60% = D-

Grade Weighting: The following percentages will be used to determine the final grade:

Midterm exam (150 points):	**15%**
Final exam (200 points):	**20%**
Quizzes (4 at 50 points each):	**20%**
Assignments (3 at 50 points):	**15%**
Discussion Questions/Cases (6 at 50 points):	**30%**

Students with Disabilities who need Accommodations

If you are a student with disabilities who might need reasonable accommodations in academic settings, please communicate with me as soon as possible so that we may make appropriate arrangements to meet your needs. All accommodations must be requested through the UNM Students with Disabilities Office.

Academic Dishonesty

The UNM Catalog definition states, "Academic Dishonesty includes, but is not limited to: dishonesty in quizzes, tests or assignments; claiming credit for work not done or done by others; hindering the academic work of other students; and misrepresenting academic or professional qualifications within or outside the University. Any student who has been judged to have engaged in academic dishonesty in course work may receive a reduced or failing grade for the work in question and/or for the course.

Withdrawal from Class

Please refer to the Class Schedule for deadlines for dropping a class. It is the student's responsibility to drop or withdraw from the class. DO NOT assume that your instructor will drop you. If you do not log into the class at least twice every 7 days, you MAY be dropped from the class. However, remember that it is your responsibility to drop.

Incomplete Grade Policy

If you have completed 85% of the course work in the semester (attendance, discussions, assessments and homework) and are experiencing obstacles to completing the semester, email me discuss your options. If an incomplete is granted, you must complete and submit the remaining assignments as agreed upon by the end of the next semester. PLEASE NOTE – it is your responsibility to complete the assignments in a timely manner. If not completed, your INC automatically turns into an F.

An incomplete is not an automatic process. DO NOT assume that your instructor will "give" you an incomplete. Students must request an incomplete and that request must be received by your instructor no later than the last day of class (Saturday, December 15, 2018.) Requests received after this date will not be considered.

Document revised January 8, 2017

Agenda Item V - A

10) Western Nevada College (WNC) – Precalculus II

Application	148120
Course Title	PRECALCULUS II
Course Provider	WESTERN NEVADA COLLEGE
Hours	36
Summary	Studies circular functions, trigonometric identities and equations, conic sections, complex numbers, and discrete algebra.

Western Nevada College

2015-2016

College Catalog

Printed: October 5, 2015

Course Descriptions

Accounting (ACC)

Career and Technical Education Division

ACC 105: Taxation For Individuals
Units (Credits): 3; Prerequisites: none

Covers income, expenses, exclusions, deductions, and credits. Emphasizes the preparation of individual income tax.

ACC 135: Bookkeeping I
Units (Credits): 3; Prerequisites: none

Introduces the basic principles of bookkeeping and applied accounting for a business enterprise with special emphasis on accounting for sole proprietorships, service and merchandising companies. Includes debits and credits, the accounting cycle, journals, ledgers, bank reconciliations, payroll, and the preparation of simple financial statements. May include a computerized component. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

ACC 180: Payroll & Employee Benefit Accounting
Units (Credits): 3; Prerequisites: ACC 135, ACC 201 or equivalent work experience

Introduces payroll and employee benefit reporting to federal, state, and local government agencies. Includes an overview of federal and state labor laws and specialized reporting requirements including both manual and computerized payroll accounting systems. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

ACC 198: Special Topics in Accounting
Units (Credits): 1–3; Prerequisites: none

Applies to a variety of topics including short courses and workshops covering a variety of subjects in accounting. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

ACC 201: Financial Accounting
Units (Credits): 3; Prerequisites: none; Recommended: ACC 135

Introduces the basic principles of financial accounting for business enterprises with special emphasis on accounting for corporations. Includes theory of debit and credit, accounting cycle, special journals, receivables, depreciation, inventory, long-term debt, corporate capital, and preparation of basic financial statements.

ACC 202: Managerial Accounting
Units (Credits): 3; Prerequisites: ACC 201; Recommended: or equivalent

Introduces the basic principles of management accounting including manufacturing and cost accounting, budgeting, accounting for management decision-making, and financial statement analysis.

ACC 203: Intermediate Accounting I
Units (Credits): 3; Prerequisites: ACC 201

Emphasizes accounting theory, concepts and analysis of problems that arise in applying these concepts. Course covers in depth the traditional topics as well as recent developments in accounting valuation, accounting for cash, receivables, prepaid and accrued items, plant and equipment.

ACC 204: Intermediate Accounting II
Units (Credits): 3; Prerequisites: ACC 203

Emphasizes accounting theory and concepts in corporate accounting. Areas of focus will include stockholder's equity, investments in securities and funds, financial reporting, and analysis of financial statements.

ACC 220: Microcomputer Accounting Systems
Units (Credits): 3; Prerequisites: ACC 201

geometry, or appropriate score on the WNC placement or equivalent test

Offers a second course in algebra. Studies polynomial, rational and radical expressions; linear, quadratic and polynomial equations; linear and absolute value inequalities; relations, functions and their graphs; systems of linear equations; and applications.

MATH 098: Developmental Mathematics
Units (Credits): 3–5; Prerequisites: none

Prepares students for college-level mathematics. Self-paced, computer-aided course designed to provide students with the concepts and skills of pre, elementary and intermediate algebra.

MATH 098: Developmental Mathematics
Units (Credits): 3–5; Prerequisites: none

Prepares students for college-level mathematics. Self-paced, computer-aided course designed to provide students with the concepts and skills of pre, elementary and intermediate algebra.

MATH 100: Math For Allied Health Programs
Units (Credits): 1–3; Prerequisites: none

Reviews basic mathematics with emphasis on those skills that apply to calculating drug dosages. Includes fractions, decimals, proportions, percents, English, apothecary and metric systems of measurements. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

MATH 110: Shop Mathematics
Units (Credits): 3; Prerequisites: none

Covers fractions, decimals, percentages, ratios, proportions, measurement, geometry, and briefly, the fundamentals of algebra and right triangle trigonometry. Note: Non-transferable for an NSHE baccalaureate degree. Non-applicable towards an AA or AS Degree.

MATH 120: Fundamentals of College Mathematics
Units (Credits): 3; Prerequisites: MATH 096 or three units of high school mathematics at the level of algebra and above with a grade of C- or better or appropriate score on the WNC placement or equivalent test. MATH 095 with a grade of B- or better in lieu of MATH 096 requirement

Studies probability, statistics, business, finance and consumer mathematics. Course is broad in scope and emphasizes applications.

MATH 122: Number Concepts For Elementary School Teachers
Units (Credits): 3; Prerequisites: MATH 120 or consent of instructor

Introduces elementary problem solving with emphasis on the nature of numbers and the structure of the real number system. Designed for students seeking a teaching certificate in elementary education.

MATH 123: Statistical & Geometrical Concepts For Elementary School Teachers
Units (Credits): 3; Prerequisites: MATH 120 or consent of instructor

Presents elementary problem solving with emphasis on patterns and geometric relationships. Designed for students seeking a teaching certificate in elementary education.

MATH 126: Precalculus I
Units (Credits): 3; Prerequisites: MATH 096 with a grade of C- or better or three units of high school mathematics at the level of algebra and above with a grade of C- or better within the last three years, or appropriate score on the WNC placement or equivalent test

Provides a third course in algebra. Topics include: polynomial, rational and radical equations; absolute value and quadratic inequalities; relations and functions; linear, quadratic, polynomial exponential and logarithmic functions, their graphs and applications; and systems of equations.

MATH 127: Precalculus II
Units (Credits): 3; Prerequisites: MATH 126 or three units of high school mathematics at the level of algebra and above, or consent of instructor

Studies circular functions, trigonometric identities and equations, conic sections, complex numbers, and discrete algebra.

Agenda Item V - A

11) Wingate University
(WU) – Elementary Statistical Methods

Application	176033
Course Title	ELEMENTARY STATISTICAL METHODS
Course Provider	WINGATE UNIVERSITY
Hours	36
Summary	An introduction to probability and statistics through the central limit theorem, with emphasis on the collection, presentation, and analysis of data relating to the humanities and social sciences.

Mathematics 109. Elementary Statistical Methods
An introduction to probability and statistics through the central limit theorem, with emphasis on the collection, presentation, and analysis of data relating to the humanities and social sciences. Restricted to students who do not have credit for an upper-level statistics course.
Credit: 3 hours

Mathematics 112. College Algebra
Algebraic operations as applied to polynomials, linear functions, quadratic functions exponential functions, equations, inequalities, and systems of equations. Selected topics in analytic geometry are included where possible. This course requires the minimum of a TI-82 calculator.
Prerequisite: Two years of algebra and one year of geometry.
Credit: 3 hours

Mathematics 113. Trigonometry
An introduction to the trigonometric functions and their inverses; including trigonometric identities, graphs, multiple angle formulas and applications. Additional topics as time permits.
Prerequisite: Two years of algebra and one year of geometry.
Credit: 3 hours

Mathematics 120. Calculus and Analytic Geometry I
Rectangular coordinates in the plane, functions, limits, continuity, differentiation of algebraic and trigonometric functions, the application of derivatives and the differential, integration and the application of the definite and indefinite integral. The first of three semesters of a united course in analytic geometry and calculus. For engineers, mathematics majors, and science majors.
Prerequisite: Math 112, 113 or equivalent.
Credit: 4 hours

Mathematics 209. Inferential Statistics
Introduction to methods of inferential statistics, stressing applications. Topics include introduction to probability, special distributions, confidence intervals, hypothesis testing, and linear regression. Designed for biology majors.
Credit: 3 hours (Spring)

Mathematics 220. Calculus and Analytic Geometry II
The second of three semesters of a unified course in analytic geometry and calculus. Transcendental functions, hyperbolic functions, methods of integration, polar coordinates, parametric equations, and series.
Prerequisite: Math 120
Credit: 4 hours (Spring)

Mathematics 242. Discrete Mathematics
Introduction to combinatorial analysis and graph theory. Topics include combinations, permutations and other counting methods, binomial and multinomial theorems, equivalence relations, graph theory, generating functions, and difference equations.
Prerequisite: Math 120
Credit: 3 hours (Fall)

Mathematics 300. College Geometry
Selected topics from Euclidean, noneuclidean and solid geometry. Ideas and methods of geometry.
Prerequisite: Math 242
Credit: 3 hours (Spring, even years)

Mathematics 305. Calculus and Analytic Geometry III
The third of three semesters of a unified course in analytic geometry and calculus. Vector functions and their derivatives, partial differentiation, multiple integration, and vector analysis.
Prerequisite: Math 220
Credit: 4 hours (Fall)

Mathematics 308. Linear Algebra
Systems of equations, matrices, determinants, linear transformations, vector spaces and eigenvectors.
Prerequisite: Math 242
Credit: 3 hours (Spring)

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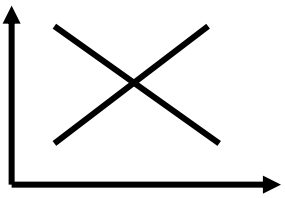
12) Wingate University

(WU) – Principles of Economics - Macro

Application	185074
Course Title	PRINCIPLES OF ECONOMICS – MACRO
Course Provider	WINGATE UNIVERSITY
Hours	36
Summary	This course provides an introduction to the macro-economy including economic growth and national income, money and inflation, employment and business cycles.

WINGATE UNIVERSITY

SCHOOL *of* BUSINESS



ECONOMICS 222: PRINCIPLES OF MACROECONOMICS

Fall 2017 **Hybrid sections 1 & 2**

Professor: Dr. Kristin Stowe
Office: Neu 212 D
e-mail: kstowe@wingate.edu
Class Times: (Section 1) 12:00 – 12:50 MW + Online; (Section 2) 1:00 – 1:50 MW + Online
Classrooms: Neu 123 and online
Website: **Wingate Canvas**

Course Description: This course provides an introduction to the macro-economy including economic growth and national income, money and inflation, employment and business cycles. Current topics will be included.

Prerequisites: Economics 221 and CS 110.

Required Materials:

1. *Macroeconomics*, 6th edition by Hubbard and O'Brien (Pearson Publishing). Buy the book plus a subscription to MyEcon Lab.
2. Because of the hybrid structure of the class, students will be doing a significant amount of work online and should have access to a reliable computer.

Office Hours: Please come see me. Regular office hours are listed below. Other times are available *(to arrange an appointment, just ask).* Times are subject to change if meetings or outside appointments arise.

Mondays	10:45 – 11:45 AM; 2:00 - 3:00 PM
Tuesdays	8:45 – 9:15 AM; 10:45 – 12:15 PM; 1:45 – 2:15 PM
Wednesdays	10:45 – 11:45 AM; 2:00 - 3:00 PM
Thursdays	8:45 – 9:15 AM; 10:45 – 12:15 PM; 1:45 – 2:15 PM
Fridays	12:30 – 1:30 PM online

Academic Honesty: Each student is expected to work in accordance with the Honor Code. Academic dishonesty will be dealt with in a manner consistent with Wingate University's regulations. Please see the Student Handbook.

Assessment

Letter Scale for Final Average: A± ≥ 90%; B± = 80%; C± = 70%; D± = 60%; F < 60%

Activity	Weight in Final Average
Exam 1	16%
Exam 2	16%
Final Exam	20%
Theory & application	16%
Research & analysis	16%
In-class effort	16%
Total	100 %

Testing: There will be two exams during the semester plus a cumulative final exam. **No make-ups** will be given. If you will be traveling for an official Wingate University event, you may request to take an exam early. If you do not take an exam, for any reason, the points will be reallocated to the final exam. If you take both exams during the semester, your lowest exam score will be dropped and your final exam score counted in its place if doing so will improve your grade for the semester. Students are required to take the final exam.

Exam 1 Monday, October 2
Exam 2 Monday, November 13
Final Exam See Registrar's website for final exam date and time.

Theory & application: Online reading, videos and problem sets will be regularly assigned. These assignments will be organized by chapter. Some preparatory work will be due before the class discusses a chapter; problem sets will be due after discussion. The goal is for students to demonstrate a working knowledge of macroeconomic theory and applications. Assignments must be completed by the due date and time to be graded. You may work ahead and complete an assignment as soon as available online.

Research & analysis: Students teams will research the economy of a country other than the U.S. Work will be submitted throughout the semester, with a cumulative presentation at the end of the term.

In-class effort: Students are expected to actively involved themselves in class.

1) **Quizzes** will be given for several chapters. Most will be announced ahead of time, but there may be "pop" quizzes. Each quiz will be given at the start of class. Students arriving late will **not** receive extra time. If you arrive after the quizzes have been collected, you will not have a chance to take the quiz. Make-up quizzes will not be given. Please note that this policy applies for all absences, including Wingate University events.
2) **Other work** will consist of in-class writing, article reviews, short presentations and the like. Details for each assignment will be given as we proceed through the semester. Assignments must be completed on time for full credit. Make-ups are not allowed for in-class work.

3) **Engagement:** Students will earn points based on attendance, class participation, and evidence of preparation.

Full points		***Zero points***
** Student is present for the entire class.*	** Student is tardy or otherwise attends only part of the class.*	** Student is absent.*
** Student is willing to ask and answer questions in class.*	** Student follows along in class.*	** Student is not focused on economics.*
** Student shows evidence of having read, and critically probed, the material.*	** Student shows evidence of having skimmed the material.*	** Student shows no evidence of having read the material.*

- An absence does not excuse the student from the requirements of the missed meeting. Students who miss a meeting should obtain notes from a classmate. A student who attends less than 60% of the meetings will automatically fail the course.

4) **Professionalism** is expected. Keep in mind that one person's actions can negatively affect the entire group (an economic externality).

Accommodations for Students with Disabilities: Students who have, or suspect they may have, an academic disability should contact the Office of Disability Support Services. Reasonable accommodations will be made for students who provide a verification letter from that office. Students must arrange accommodations with Dr Stowe AND the Center for each exam at least **two business days prior** to each exam.

Directions from MyEcon Lab to sign up for the website: https://www.youtube.com/watch?v=NlbR6zpdKRQ

Either purchase a textbook bundled with an access code **OR** purchase access directly on the publisher's website. Do not do both! A ***free trial*** is available for the first few days of the semester. All students are expected to begin online work the first day of class.

Note for Online Work: Occasionally, technical problems arise. Prior students have found that most problems can be solved by logging out, clearing the browser history, closing the browser and then beginning anew.

If a technical problem with the website arises, contact MyEconLab's technical support and document the response. Also, email proof of the problem to Dr Stowe. If the problem is the fault of the MyEconLab website, and the problem is not resolved by technical support in a timely manner, I will work on an accommodation. **** To receive an accommodation, proof of the website problem must be emailed to Dr Stowe within one business day of the problem. Accommodations must be arranged within three business days of the problem.**

The fine print: **K**nowing that circumstances change, I reserve the right to make changes to the syllabus during the course. Any changes will be announced in class and posted online.

Agenda Item V - A

13) Wingate University

(WU) – Principles of Economics - Micro

Application	167310
Course Title	PRINCIPLES OF ECONOMICS – MICRO
Course Provider	WINGATE UNIVERSITY
Hours	36
Summary	This course is an introduction to the study and analysis of microeconomic concepts such as demand and supply, the market system and the US economy, cost of production, market structures, technology and R&D, the role of government in the marketplace and market failures, international economics, labor markets, capital markets, productivity, income inequality, and international markets.

WINGATE UNIVERSITY
Porter B. Byrum School of Business

ECO 221: Principles of Microeconomics

Fall 2017

Professor:	Dr. Sergio Castello
Office:	Neu Building 212 A
E-mail:	s.castello@wingate.edu
Phone:	704-233-8638
Class day and time:	MWF 9:00-9:50am
Office hours:	M and W 10:00am-12:00pm, T and Th 10:00am-11:00am, 1:30-3:00pm W 5:30-6:00pm (Ballantyne)

TEXTBOOK: Hubbard and O'Brien, Microeconomics, 6th edition, Pearson. REQUIRED.

COURSE DESCRIPTION: This course is an introduction to the study and analysis of microeconomic concepts such as demand and supply, the market system and the US economy, costs of production, market structures (perfect competition, monopolistic competition, oligopoly, and monopoly), technology and R&D, the role of government in the market place and market failures, international economics, labor markets, capital markets, productivity, income inequality, and international markets.

This course presents its content as learning in an enhanced context of engagement with awareness of justice in the marketplace along with academic growth in personal and academic skills. It examines factors of production, minimum wage, tax policy, collective bargaining, consumerism, business organization, entrepreneurship and heroic leadership, employment discrimination, poverty, and social value creation in relation to justice in the marketplace.

COURSE OBJECTIVES: (1) To understand and apply microeconomic theory, (2) To analyze consumer behavior, (3) To explore production costs, (4) To understand market structures, (5) To study the role of government in the marketplace, (6) To analyze labor, capital, and international markets, (7) To bring light of economic objectives by reading and analyzing articles from the WSJ, (8) To present cases in class to improve oral communication, (9) To research economic topics presented in class on the Internet to enhance computer literacy, (10) To give essay exams to test the student's critical thinking and writing skills when dealing with real life economic issues, (11) To give mathematical problems on exams to test the student's quantitative skills and ability to understand economic issues facing the nation, (12) To integrate ethical values to microeconomics and to look at justice in the marketplace.

GRADING POLICY:

Class Attendance	**10**
Homework and quizzes	**30**
Exam 1	**10**
Exam 2	**20**
Final Exam	**30**
TOTAL POINTS	**100 points**

GRADING CRITERIA:

97 and above	**A +**	**92-96**	**A**	**90-91**	**A -**
87-89	**B +**	**82-86**	**B**	**80-81**	**B -**
77-79	**C +**	**72-76**	**C**	**70-71**	**C -**
67-69	**D +**	**62-66**	**D**	**60-61**	**D -**
59 and below					

EXAMS ARE COMPREHENSIVE (second and final exam)
Final exam will encompass ALL material covered during the semester. There will be neither make-up assignments nor exams (if you have a schedule conflict, please come see me as soon as possible. In case of an emergency, please let me know as soon as possible).

Attendance Policy Students are expected to prepare for and attend each scheduled class. Students accumulating more than six unexcused absences may be excluded from the class at the instructor's discretion. The first absence is on me, second absence is a 1-point deduction from attendance points, third absence is a 2 points deduction, fourth absence is a 3 points deduction, and a fifth absence is a 4 points deduction and possibility of class exclusion.

It is **ABSOLUTELY** prohibited the use of cell phones in class (particularly TEXTING). Texting in class will result in the loss of all participation points. Phones cannot be used during an exam; students must use a calculator. Bathroom breaks during an exam are not allowed, please use the rest room prior to taking an exam.

Each student is responsible for all the work/assignments in all class meetings. An absence does not excuse the student from the requirements of the missed meeting. Students who miss a meeting should obtain notes from a classmate.

Homework and quizzes will be given weekly. If you are not in class, you will need to show proper documentation from coach, nurse, doctor, etc… it is your responsibility to turn in the homework prior to class. It is also your responsibility to schedule a make-up quiz prior to next class period.

Academic Dishonesty	Academic dishonesty/impropriety on examinations, papers, and any other assignments will not be tolerated and will result in disciplinary action consistent with Wingate University's regulations. Each student is expected to work in accordance of the Honor Code. Please read the Student Handbook.
Academic Accommodations	Students who want to receive disabilities accommodations should contact the Office of Disability Support Services in the Academic Resource center (ARC). Reasonable accommodations will be made for students who provide a verification letter from that office.

TENTATIVE COURSE OUTLINE:

8/21	Chapter 1: Economics, Foundations and models
8/23	continuation
8/25	continuation
8/28	Chapter 2: Trade-offs, comparative advantage and the market system
8/30	continuation
9/4	Labor Day – No class
9/6	Chapter 3: Where prices come from: the interaction of demand and supply
9/8	continuation
9/11	continuation
9/13	Chapter 4: Economic efficiency: government price setting and taxes
9/15	continuation
9/18	continuation
9/20	Chapter 5: Externalities, environmental policy and public goods
9/22	continuation
9/25	continuation and review
9/27	**EXAM 1**
9/29	Chapter 6: Elasticity: the responsiveness of demand and supply
10/2	continuation
10/4	continuation
10/6	Chapter 7: The economics of health care
10/9	continuation
10/11	Chapter 10: Consumer choice and behavioral economics
10/13	continuation
10/16	Fall Break – No class
10/18	Chapter 11: Technology, production, and costs
10/20	continuation
10/23	continuation
10/25	Chapter 12: Firms in perfectly competitive markets
10/27	continuation
10/30	continuation
11/1	Chapter 13: Monopolistic competition
11/6	continuation and review
11/8	**EXAM 2 COMPREHENSIVE!!!**
11/10	Chapter 14: Oligopoly
11/13	continuation
11/15	Chapter 15: Monopoly

11/17	continuation
11/20	continuation
11/22-24	Thanksgiving break - No class
11/27	Chapter 18: Public choice, taxes and the distribution of income
11/29	continuation
12/1	Review
12/4	Review
12/6	**FINAL EXAM – COMPREHENSIVE (9:00am-12:00pm)**

The instructor reserves the right to make changes to the syllabus as necessary

Agenda Item VI

LCB File No. R087-26
NAC 361.567 Continuing Education

PROPOSED REGULATION OF THE

NEVADA TAX COMMISSION

LCB File No. R087-26

April 30, 2026

EXPLANATION – Matter in ***italics*** is new; matter in brackets **[~~omitted material~~]** is material to be omitted.

AUTHORITY: § 1, NRS 360.090, 361.221 and 361.223.

A REGULATION relating to property taxes; revising provisions governing the continuing education requirements of appraisers certified by the Department of Taxation to conduct appraisals of property for the purposes of taxation; and providing other matters properly relating thereto.

Legislative Counsel's Digest:

Existing law requires a person who performs the duties of an appraiser for purposes of the taxation of property for the State or any of its political subdivisions to hold an appraiser's certificate issued by the Department of Taxation. (NRS 361.221) Additionally, each person who holds such an appraiser's certificate must complete 36 contact hours of appropriate training approved by the Department each fiscal year. However, if a person who holds an appraiser's certificate attains a certain recognized professional designation or accumulates 180 contact hours of accepted training, the annual training requirement will be waived and the person will only be required to complete 36 contact hours every 3 years. (NRS 361.223) Existing regulations provide that if a person for whom the annual training requirement has been waived accumulates more than 36 contact hours during such a 3-year period, the excess hours will not be carried forward. (NAC 361.567) This regulation provides that if a person whose annual training requirement has been waived accumulates more than 36 contact hours during the 3-year period, a new 3-year period will begin on July 1 following the date on which more than 36 contact hours were accumulated and the excess hours will be applied to the training requirements for that period.

Section 1. NAC 361.567 is hereby amended to read as follows:

361.567 1. The Department, in consultation with the Board, will determine the appropriate number of contact hours to be awarded for each approved education course. The Department will award the appropriate number of contact hours to persons who complete approved education

courses and provide documentation to the Department as required by subsection 3. Contact hours may be awarded as follows:

(a) The Department may award the person the number of contact hours noted on the certificate of completion for the approved education course or on any other documentation of the approved education course provided by the person to the Department as required by subsection 3.

(b) If a person completes an approved education course offered by a university or community college, the Department may award the person 12 contact hours for each semester credit earned.

(c) If an approved education course includes an examination for the course and a person completes the instruction for the course but fails to pass the examination, the Department may award the person one-half of the contact hours that the person would have been awarded had he or she passed the examination. If the person did not complete the instruction for the course, the Department may award the person 4 contact hours for each full day of instruction that he or she completed if the person provides evidence satisfactory to the Department of his or her attendance at the course. If a person who is awarded contact hours pursuant to this paragraph subsequently passes the examination for the course, the Department may award the person a number of contact hours equal to the total contact hours approved for the course minus contact hours previously awarded to the person for the course pursuant to this paragraph.

(d) The Department will not award any contact hours for the completion of any portion of a course in real estate or the appraisal of property if the primary objective of the course is to prepare those persons taking the course to take and pass an examination for licensure in real estate or the appraisal of property.

(e) The Department will not award any contact hours for any portion of a course at a university or community college if the person taking the course does not earn a passing grade or withdraws from the course.

(f) When the Department determines the number of contact hours to be awarded for a course, the Department will not award any contact hours for any portion of the course during which the person taking the course takes an examination for the course.

(g) If a person instructs an approved education course, the Department may award the person a number of contact hours equal to the number of hours the person spent lecturing during the course or teaching as part of a group. The Department will not award contact hours:

(1) For any time the person spent on preparing for the course, grading students, or assisting students on projects or assignments outside of class; or

(2) For teaching the same course more than once in a 12-month period.

2. The number of contact hours awarded to a person who completes an approved education course must be the number of hours determined to be appropriate pursuant to subsection 1 as of the date on which the person completes the course, regardless of whether the content or length of the course changes after that date.

3. A person who holds an appraiser's certificate and for whom the annual training requirement has not been waived pursuant to NRS 361.223 shall, on or before July 1 of each year, provide written documentation to the Department of each approved education course the person has taken, and the total contact hours he or she has earned, since July 1 of the previous year. The documentation for each course must include, without limitation, a certificate of attendance that shows the name of the person, the name of the course, the signature of the instructor of the course or the authorized representative of the organization that sponsored the

course, and the dates of the person's attendance at the course. A transcript of grades, if any, from the organization that sponsored the course must also be submitted. If the course was taken at a university or community college, a certified transcript may be submitted in lieu of a certificate of attendance.

4. If a person has:

(a) Not completed the 180 contact hours of accepted training described in paragraph (b) of subsection 3 of NRS 361.223, the Department, in consultation with the Board, may award contact hours to the person for an approved education course completed more than 5 years before the person provides to the Department the written documentation required by subsection 3. Any contact hours awarded pursuant to this paragraph must be applied to the 180 contact hours described in paragraph (b) of subsection 3 of NRS 361.223.

(b) Completed the 180 contact hours of accepted training described in paragraph (b) of subsection 3 of NRS 361.223, the Department will not award any contact hours for any course completed by the person:

(1) ~~[More]~~ ***Except as otherwise provided in subsection 6, more*** than 3 years before he or she provides to the Department the written documentation required by subsection 3.

(2) During the 3-year period for which the person must satisfy the continuing education requirements set forth in NRS 361.223 if the person was awarded contact hours for the course for the immediately preceding 3-year period, unless the Department, in consultation with the Board, determines that the course materials have been significantly changed or updated.

5. To qualify for a waiver of the annual training requirement pursuant to paragraph (b) of subsection 3 of NRS 361.223, a person who holds an appraiser's certificate must complete, as

part of the 180 contact hours of accepted training required by that paragraph, at least 4 hours of training in ethical and professional standards.

6. If a person for whom the annual training requirement has been waived pursuant to NRS 361.223 accumulates more than 36 contact hours during any 3-year period thereafter, ***a new 3-year period will commence on July 1 following the date on which the person accumulated more than 36 contact hours and*** the excess contact hours will ~~[not]~~ be carried forward ~~[.]~~ ***and applied against the training requirements for the new 3-year period. Excess contact hours will not carry forward beyond the 3-year period immediately following the 3-year period in which the excess hours were originally accumulated.***

7. The Department will notify each person who holds an appraiser's certificate and who has not satisfied the continuing education requirements for a fiscal year or a 3-year period, as applicable, that the appraiser's certificate is subject to suspension or revocation pursuant to NRS 361.224. The notice will be sent by United States mail at least 60 days before the end of the fiscal year or 3-year period to the address of the person as listed in the files of the Department. If the Department does not receive a response to the notice within 30 days after mailing, the Department will forward the matter to the Board for consideration at its next regularly scheduled meeting. The Board will review the matter and provide its recommendation to the Department concerning whether the appraiser's certificate should be suspended or revoked.