

# Section IVb: Minor, Underaged, High School and/or Home-Schooled Students Enrolled in College Courses

## Definitions

**Adjunct Faculty:** part-time, un-tenured, faculty members employed by WNC to meet students' specific course needs.

**Advocate:** To support or urge by argument; a person who speaks or writes in support or defense of another person or group of people who is (are) unable to advocate for themselves; intercessor.

**Canvas:** An open-source learning management system (LMS) used by faculty at WNC for sharing syllabi, course content, exams, quizzes, work sheets and student grades up-to-the-minute; parents of minor children ought to be asking their children to share their Canvas grades on a weekly basis so that parents are in the know as pertains to their child's academic performance.

**Enable:** Allowing or even helping someone continue to do something they really shouldn't; describes dysfunctional behavior approaches that are intended to help resolve a specific problem but in fact may perpetuate or exacerbate the problem.

**Enabler:** One who enables; cf also **Helicopter Parent**, below.

**Empower:** Measures designed to increase the degree of autonomy and self-determination in people and in communities in order to support them to represent their interests in a responsible and self-determined way, acting on their own authority.

**FERPA of 1974:** Federal law that protects the privacy of student education records.

**Helicopter Parent:** A parent who takes an overprotective or excessive interest in the life of their child or children; a style of child rearing in which an overprotective mother or father discourages a child's independence by being too involved in the child's life; a parent who is overly involved in the life of his or her child.

**Jump Start:** The Jump Start College Program is a dual-enrollment opportunity for students in selected Nevada high schools. Students enroll in college courses through WNC while simultaneously earning high school credits. Jump Start College participants are able to complete up to 60 college credits through WNC, cf <http://www.wnc.edu/jump-start/>. Courses taught by Dr. Carman are NOT Jump Start classes, although students enrolled in Jump Start may enroll in these courses.

**Instructor:** A full-time faculty member at WNC who is in the process of seeking tenure; a full-time faculty member at WNC who was hired in an emergency manner on a one-year contract; any faculty member at WNC who is not tenured.

**Learning:** the acquisition of knowledge or skills through experience, study, or by being taught.

**Minors:** as defined in [NRS 609.440](#)

**Professor:** A tenured faculty member who is responsible for providing the course content to students in a manner that is academically professionally acceptable, sets the rules of a course in accordance with correct and proper NSHE Code, WNC Policies and Procedures Manual and related federal, state and local laws, regulations and guidelines and provides a minimum of 5 hours of office hours a week for students to seek out academic assistance.

**Responsibility:** The state of a person being answerable or accountable for something within one's power, control or management; a particular burden of obligation; the state of being the person who caused something to happen; something that a person should do because it is morally right, legally required, etc.; a duty or task that you are required or expected to do.

**Study:** The devotion of time and attention to acquiring knowledge on an academic subject, especially by means of books. In a 4 credit lab-based science course for 16 weeks, 3 hours a day outside of class, 7 days a week, is recommended as a minimum; for the same course taught over 8 weeks, 6 hours a day, 7 days a week are required as a minimum for minimal success.

**Teaching:** Applies to any manner of imparting information, knowledge or skill so that others might learn, cf **Study**, above.

**Third Party Authorizations:** The third party authorizations WNC has in PeopleSoft/myWNC are only for student services staff and do not apply to academic faculty.

**Waiver to Release Records:** A formal form to release academic records about a student to someone else. If a student wants to authorize an instructor or anyone else on campus to share any student academic records information, the student must sign the form and present that form to the instructor or other staff member. The form may be found at [http://www.wnc.edu/wp-content/uploads/2016/01/waiver\\_to\\_release\\_records.pdf](http://www.wnc.edu/wp-content/uploads/2016/01/waiver_to_release_records.pdf). With a signed form, it remains the choice of the faculty member to share information or not.

Line 55 left blank.

# POLICY:

56  
57  
58  
59  
60  
61  
62  
63  
64  
65  
66  
67  
68  
69  
70  
71  
72  
73  
74  
75  
76  
77  
78  
79  
80  
81  
82  
83  
84  
85  
86  
87  
88  
89  
90  
91  
92  
93  
94  
95  
96  
97  
98  
99  
100  
101  
102  
103  
104

Congratulations! You and your child have decided that he or she is ready to take a college course to help him or her get ahead in his or her education.

Please remember that this is a college class/course and, as such, is taught to adults. If you have any concerns at all about what your minor child may see or hear in class, you are encouraged to peruse the course files online – you may not sit in class with him or her unless you are enrolled – this is for safety purposes. Were we to experience a catastrophe on campus, you’d otherwise not be able to be accounted for as your name would not be on a roster.

To visit with your child’s professor, be aware that FERPA of 1974 applies to your child in spite of his or her age status and the professor can not discuss anything about his or her work with you unless s/he signs off on it. It is also the choice of the professor to share information, even with a signed waiver. It’s the professor’s responsibility to determine if sharing is in the best interest of the student. Parents may be re-directed to either the Dean of Student Services or to the Director of the Liberal Arts [and Sciences] Division.

Likewise, to ascertain that your child be as optimally successful as possible, please make sure s/he has the proper equipment, e.g., the correct calculator, lecture notes in one form or another; and that they are completing and turning in their homework in a timely manner. In many cases, students who are co-matriculating college and high school have not been acculturated to college courses and have difficulties meeting the rigorous requirements of a university-transfer college class.

Students are discouraged from signing, and parents are asked to refrain from asking their child to sign, a FERPA waiver: academics is the responsibility of the student. If the parent desires to know how their child is performing, their very best bet is to ask their child to open their Canvas grades and view them on a weekly basis with their child. In addition, parents are advised to go over all of the Rules and Course Snapshot for each course their child is enrolled in so that the parent is just as aware of what is expected from their child as is their child. Furthermore, if regular worksheets are assigned, the parent[s] is[are] advised to view those worksheets for timely completion.

The minor and his/her parent are advised to carefully go over the FAQ web page on Dr. Carman’s website together. **Statements potentially conflicting in the FAQ page regarding minor students are superseded by this Policy.**

Both the minor student and one parent **or both parents** are required to date and sign a hard copy of this Policy, to keep a copy for their records; the student is to physically turn the signed copy in to Dr. Carman **no later than** the beginning of the second lecture period of the semester.

Student Name (Printed): \_\_\_\_\_

Student Signature: \_\_\_\_\_ Date Signed: \_\_\_\_\_

Parent 1 Name (Print): \_\_\_\_\_

Parent 1 Signature: \_\_\_\_\_ Date Signed: \_\_\_\_\_

Parent 2 Name (Print): \_\_\_\_\_

Parent 2 Signature: \_\_\_\_\_ Date Signed: \_\_\_\_\_

Lines 84, 86, 88, 90, 92, 94 and 96 through 103 left blank.