

**APPRAISER CERTIFICATION BOARD**

September 7, 2023

# **Agenda Item 3**

Meeting Minutes

**APPRAISER CERTIFICATION BOARD**

**MEETING MINUTES**

Nevada Department of Taxation  
Carson City Large Conference Room  
1550 College Parkway  
Carson City, Nevada

&

Via Zoom

May 11, 2023  
9:30 a.m.

Meeting started at 9:31 am

**Members Present:**

Jayne Jacobs  
Sorin Popa  
Jana Seddon  
Richard Ewell  
Lorna Quisenberry  
Chris Sarman

**Members Absent:**

1. Introductions of members and staff.

Christina Griffith with the Department took roll call; all members were present.

2. Public Comment

Jesse Crews with Clark County stated he would like to request credit for the USPAP update he took as it was two separate classes.

No other public comment.

3. **Election of Chair and Vice Chair**

Chris Sarman nominated Jayme Jacobs as Chair, Jana Seddon seconded. Motion carried unanimously.  
Chris Sarman nominated Sorin Popa as Vice Chair, Jana Seddon seconded. Motion carried unanimously.

4. **Review and Consideration for Approval of the September 8, 2022 Appraiser Certification Board Meeting Minutes**

Jana Seddon motioned to approve the minutes; Chris Sarman seconded. Minutes were approved unanimously.

5. **Consent Agenda Items.**

1. **Review and Consideration for Approval of Continuing Education Credit Hours Reviewed and Submitted by the Department of Taxation**

- a) **AI-Northern Nevada Real Estate Overview**
- b) **IAAO - Possessory Interest: Yes, There is a Tax on That, Hours on Certificate**
- c) **McKissock – Residential Construction and the Appraiser, Hours on Certificate**
- d) **NAA – Calculating New Land & Remainders, Hours on Certificate**
- e) **NAA – Processing Personal Property, Hours on Certificate**
- f) **NAA – Commercial Review, Hours on Certificate**

Jana Seddon motioned to approve all consent agenda items, Sorin Popa seconded. Motion carried.

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

- a) **GSTS – Working with Tables, Hours on Certificate**

Lorna Quisenberry motioned to approve, Sorin Popa seconded. Motion passed.

- b) **GSTS – Creating Map Books Using Map Series, Hours on Certificate**  
Chris Sarman motioned to approve; Lorna Quisenberry seconded. Jana Seddon voted against. Motion carried.
- c) **GSTS – Editing Data, Hours on Certificate**  
Chris Sarman motioned to approve; Jana Seddon seconded. Motion passed.
- d) **GSTS – Working with Symbology, Hours on Certificate**  
Jana Seddon motioned to approve; Lorna Quisenberry seconded. Motion passed.
- e) **GSTS – Maps & Projects, Hours on Certificate**  
Lorna Quisenberry motioned to approve; Sorin Popa seconded. Motion passed.
- f) **IAAO – 88<sup>th</sup> Annual Conference, Hours on Certificate**  
Jana Seddon motioned to approve; Chris Sarman seconded. Motion passed.
- g) **OCC – Introduction to Statistics, 36 Hours**  
Jana Seddon motioned to approve; Lorna Quisenberry seconded. Motion passed.
- h) **WNC – Principles of Macroeconomics, 36 Hours**  
Jana Seddon motioned to approve; Lorna Quisenberry seconded. Motion passed.
- i) **WNC – Precalculus, 36 Hours**  
Sorin Popa motioned to approve; Lorna Quisenberry seconded. Motion passed.

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

Christina Griffith updated the Board on the number of appraisers that need continuing education hours before the deadline and that staff is working with them to get where they need to be. She announced testing dates are scheduled for May 19, 2023 in Carson City and June 5, 2023 in Las Vegas. Jana Seddon added the IAAO class is scheduled next week and should help with the continuing education hours.

Jana Seddon asked for clarification on the boards oversight.

Christina Griffith explained the board is now separate from the continuing education portion. She introduced Kelly Langley as taking the role Jeffrey Mitchell held for this board and introduced Yvonne Nevarez-Goodson who is above Ms. Langley. Christina Griffith will be doing Hector Sepulveda's previous part on this board. Hector Sepulveda and Gabriella Winder will handle the continuing education portion.

Jana Seddon expressed concerns about the department's review for the appraiser certification test, suggesting Storey County may bring in their own instructor; or that maybe the state can bring someone else in to do it.

Lorna Quisenberry and Chris Sarman commented that the review has not changed much. Chris Sarman thinks there is room for improvement.

Hector Sepulveda noted that no one asks questions in the review. The department has gotten feedback that the review was helpful. He does not believe there is anything in statute that says the department has to offer it.

Chris Sarman asked who put it together. Ms. Langley explained that Cheryl Erskine updated a class Bruce Bartolowitz had created.

Lorna Quisenberry noted she doesn't think new appraisers know what questions to ask. Jana Seddon agreed.

Chris Sarman and Hector Sepulveda agreed that Appraisers should have input on it and make recommendations. Hector Sepulveda explained the material is sent a week before the review. The Assessors should be reviewing it and asking questions.

Jana Seddon suggested there should be a teacher teaching the review. She thinks more people are unable to pass the test now. Christina Griffith explained that Cheryl Erskine keeps a spreadsheet of all the questions on the test and if a large group of questions is missed, she will go through and add that to the review.

Hector Sepulveda explained the review is not a training but a review to prepare for the exam. Lorna Quisenberry suggested new assessors should take basic appraiser classes to comprehend what is on the test. Chris Sarman added the hands-on experience should help prepare them also, adding the review is not to train them.

Jana Seddon agreed the review is to go over and look at questions. Her concern is that questions are unable to be answered without someone there who can teach the material. Chris Sarman disagreed, suggesting they should go through the material they receive the week before and ask the assessors those questions.

Lorna Quisenberry stated the review is not mandatory. Jana Seddon noted it would be a waste of time if no one showed up. Chair Jacobs suggested having a way to mark a box, Hector Sepulveda explained there is a box, and it gets checked even if they are not having a review.

Lorna Quisenberry clarified the review is the last step before testing, the last chance to ask questions. She feels this is to answer questions. Chair Jacob asked when the review was, Hector Sepulveda explained it is the day before testing. Chair Jacob suggested it may fall on the student.

Jana Seddon and Lorna Quisenberry agreed questions aren't being asked. And they would like to know what they want to see.

Yvonne Nevarez-Goodson noted if this review is not beneficial, she would rather redirect the resources. Jana Seddon agreed.

Member Sarman asked if at the end of the review they can do an evaluation and exit survey.

Richard Ewell commented that there is no law that the state has to do this. He went over the original history on the review. He suggested this board should review the test prior to being issued.

Chris Sarman commented that the test has recently been rewritten. Richard Ewell confirmed, noting that the pass rate increased. He added he doesn't think one person should create the test, he thinks the board should review it.

Lorna Quisenberry stated that would compromise the exam, and the meetings are public.

Chris Sarman agreed maybe a committee should look at it.

Richard Ewell stated he doesn't understand why it is so secret. He suggested maybe the state should hire someone to hold an outside test. He asked if the state is teaching enough or not. He thinks it all starts at the test level.

Chris Sarman believed there was weigh in on the new test. Hector Sepulveda stated there was, but then the test was compromised and had to be rewritten.

Chair Jacobs noted concerns have been expressed and it's up to the Department if they want to provide the review or not.

Lorna Quisenberry suggested during continuing education week to offer the beginner level classes to help the new appraisers understand the information before being tested.

Chair Jacobs commented that they will have recorded training available. They have the new appraisers take the online 101 appraiser test before they do certification training.

Jana Seddon said before 101 she makes them take at least four IAAO classes, all before certification testing.

Lorna Quisenberry stated if Clark County has something online it would be helpful, the review should be a last stop.

Yvonne Nevarez-Goodson reminded the board this a discussion item, if they want, they can agendaize the item for another meeting. Jana Seddon would like it to be on the next Agenda.

## **8. Schedule Date and Review Agenda Topics for the Next Appraiser Certification Board Meeting (for possible action).**

Department test review.

Jana Seddon requested set dates for future meetings. Christina Griffith noted her and Hector Sepulveda discussed quarterly meetings.

Chris Sarman noted they have to work around classes that are held. Hector Sepulveda noted a notice needs to be 30 days, so it would have to be after that.

Jana Seddon thought they voted that the state was given some authority to deal with assessors regarding classes that need approval to avoid excessive meetings.

Hector Sepulveda clarified that a class that would probably be approved, but not giving the state authority.

Yvonne Nevarez-Goodson suggested if we have a deadline for classes to be approved, we could schedule meetings around that deadline.

Jana Seddon noted they should know by May that they will need a class. Hector Sepulveda commented some classes are not on the approved list but would likely be approved on the consent agenda.

Chris Sarman thought the department was given authority to send the letter to those that don't have their hours and pull the license, Jana Seddon confirmed adding we should have a cut-off date for classes to be approved or submitted.

Hector Sepulveda stated the letter has a deadline.

Jana Seddon does not think we need another meeting before June.

Chair Jacobs asked Christina Griffith when the next meeting would be. She stated closer to September. Chris Sarman commented that quarterly is a good idea, Jana Seddon agreed and would like to set the 2<sup>nd</sup> Thursday, the board members agreed.

Hector Sepulveda stated they were thinking August. Chris Sarman and Jana Seddon agreed. Yvonne Nevarez-Goodson interjected that the staff has to have leeway to book rooms and available dates.

Chair Jacobs noted if a meeting is needed off that, it could be scheduled.

9. Public Comment - Public comment will be limited to no more than three (3) minutes. (See Note 3)

Chris Sarman commented on the USPAP and the update, this board generally approves those classes, he is unsure what that question in the earlier public comment was. Jana Seddon clarified this board voted to approve those classes, but you have to wait two years, she thinks they need to stand by their decision.

There was no public comment.

**10. Adjournment.**

9:49 am adjourn.

**APPRAISER CERTIFICATION BOARD**

September 7, 2023

# **Agenda Item 4**

1 (a) McKissock – Market Disturbances



**Nevada Department of Taxation  
Property Tax Appraiser Continuing Education  
New Course Application**

Return this form to:  
Division of Local Government Services  
1550 College Parkway  
Carson City, Nevada 89706

*Please Print or Type:*

**COURSE INFORMATION (A person who wishes to receive contact hours for a course of continuing education that has not been previously approved, must apply for such approval.)**

NAME OF REQUESTER	[REDACTED]	TITLE	utility valuation analyst
TITLE OF COURSE	Market Disturbances - Market Analysis in Atypical Markets and Cycles		
VENDOR/PROVIDER	mckissock - webinar		

1. Course Summary: see attached

2. What are the hours of instruction? 4.0 hrs

3. What is the completion date? 8/17/2023

**SUBJECT CLASSIFICATION - CHECK ALL THAT APPLY**

- |   |  |
|---|--|
| <input checked="" type="checkbox"/> Mass Appraisal Concepts and Applications              | <input type="checkbox"/> College or Professional Level Accounting, Finance, Statistics or Other Appraisal Subjects |
| <input type="checkbox"/> IAAO Standards   | <input type="checkbox"/> GIS, Mapping, CAMA  |
| <input checked="" type="checkbox"/> Residential, Commercial/Industrial Appraisal          | <input type="checkbox"/> Laws Relating to Real Estate, Water or Mining   |
| <input type="checkbox"/> Unitary/Centrally Assessed Property Appraisal                    | <input type="checkbox"/> Professional Ethics   |
| <input type="checkbox"/> Legal Documents (Deeds, Titles, Leases, etc.)                    | <input type="checkbox"/> Other   |
| <input type="checkbox"/> Nevada Statutes or Regulation, Appraisal or Assessment Standards |  |

If other, please describe why the course is applicable to appraisal and/or property tax.

**REQUIRED MATERIALS TO BE SUBMITTED WITH APPLICATION INCLUDE:**

- Detailed Course Outline
- Syllabus or Course Material

SI [REDACTED] \_\_\_\_\_ Date 8/22/23

For Department Use Only			
NUMBER OF CREDIT HOURS GRANTED	NUMBER OF CREDIT HOURS APPEARING ON TRANSCRIPT	MILESTONE APPLIED TO	TOTAL HOURS FOR THIS MILESTONE
Verified by: _____			
Division of Local Government Services		Title	Date

## Additional Information

We encourage our customers to visit our FAQs section found at <https://www.mckissock.com/faqs/> for further information regarding your educational experience with Mckissock.

Our FAQs are complete with step-by-step tutorials that were designed with YOU in mind!

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## Course Description

Market analysis is a fundamental cornerstone in completing a credible appraisal. This course is intended to assist appraisers in understanding the need for and requirements to develop a sound market analysis in residential appraisal reports.

Special emphasis will be given in researching and analyzing markets in atypical scenarios and cycles such as areas impacted by environmental disturbances such as hurricanes and fires and economic turbulences such as real estate bubbles and busts.

The course begins with a brief discussion as to why a market analysis is an integral part to the appraisal process and is followed by numerous case studies showing research, analysis and reporting strategies.

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**APPRAISER CERTIFICATION BOARD**

September 7, 2023

# **Agenda Item 4**

1 (b) McKissock – Supporting Adjustments



**Nevada Department of Taxation  
Property Tax Appraiser Continuing Education  
New Course Application**

Return this form to:  
Division of Local Government Services  
1550 College Parkway  
Carson City, Nevada 89706

**Please Print or Type:**

**COURSE INFORMATION** (A person who wishes to receive contact hours for a course of continuing education that has not been previously approved, must apply for such approval.)

NAME OF REQUESTER	[REDACTED]	TITLE	utility valuation analyst
TITLE OF COURSE	Supporting adjustments: The journey from analysis to Adjusting.		
VENDOR/PROVIDER			

1. Course Summary: see attached

2. What are the hours of instruction? 4.0

3. What is the completion date? August 9, 2023

**SUBJECT CLASSIFICATION - CHECK ALL THAT APPLY**

- |   |  |
|---|--|
| <input type="checkbox"/> Mass Appraisal Concepts and Applications                         | <input type="checkbox"/> College or Professional Level Accounting, Finance, Statistics or Other Appraisal Subjects |
| <input type="checkbox"/> IAAO Standards   | <input type="checkbox"/> GIS, Mapping, CAMA  |
| <input checked="" type="checkbox"/> Residential, Commercial/Industrial Appraisal          | <input type="checkbox"/> Laws Relating to Real Estate, Water or Mining   |
| <input type="checkbox"/> Unitary/Centrally Assessed Property Appraisal                    | <input type="checkbox"/> Professional Ethics   |
| <input type="checkbox"/> Legal Documents (Deeds, Titles, Leases, etc.)                    | <input type="checkbox"/> Other   |
| <input type="checkbox"/> Nevada Statutes or Regulation, Appraisal or Assessment Standards |  |

If other, please describe why the course is applicable to appraisal and/or property tax.

**REQUIRED MATERIALS TO BE SUBMITTED WITH APPLICATION INCLUDE:**

- Detailed Course Outline  
 Syllabus

SIGNATURE

Requestor Signature

Date

8/7/23

**For Department Use Only**

NUMBER OF CREDIT HOURS GRANTED	NUMBER OF CREDIT HOURS APPEARING ON TRANSCRIPT	MILESTONE APPLIED TO	TOTAL HOURS FOR THIS MILESTONE

Verified by:

Division of Local Government Services

Title

Date

LIVESTREAM

ELECTIVE

4 HRS

Instructor: Julie Molendorp

Add to Cart

Approval code: CE.0009520-A

View Requirements

7 Mandatory Hours

23 Elective Hours

30 Total Hours

[View More](#)

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## Live Webinar: Supporting Adjustments: The Journey from Analysis to Adjusting

115

This course focuses on supporting your adjustments in the Sales Comparison Approach when appraising residential properties.

In this course, you will be reviewing and learning a broad range of material which includes logical and systematic processes and analyses that lead to supportable adjustments in the grid, as well as appropriate methodologies and techniques such as qualitative and quantitative methods and techniques that are found in appraisal and economic theory. Best practices for data collection and verification will be covered, and then how to put it all together in the final report.

The material promises to guide even the most experienced appraiser in helping to overcome some of the more common challenges they face in their assignments.

*course summary*

**APPRAISER CERTIFICATION BOARD**

September 7, 2023

# **Agenda Item 4**

1 (c) McKissock – Learning from the Mistakes of  
Others



**Nevada Department of Taxation**  
**Property Tax Appraiser Continuing Education**  
**New Course Application**

Return this form to:  
 Division of Local Government Services  
 1550 College Parkway  
 Carson City, Nevada 89706

**Please Print or Type:**

**COURSE INFORMATION** (A person who wishes to receive contact hours for a course of continuing education that has not been previously approved, must apply for such approval.)

NAME OF REQUESTER	[REDACTED]	TITLE	utility valuation and
TITLE OF COURSE	learning from the mistakes of others: Appraisal Disciplinary Case Studies		
VENDOR/PROVIDER	McKissock - webinar		

1. Course Summary: basic components of appraiser licensing and certification system and examine the complaint process in general. Case studies are from actual complain cases.

2. What are the hours of instruction? 3.0

3. What is the completion date? 8/2/23

**SUBJECT CLASSIFICATION - CHECK ALL THAT APPLY**

- |   |  |
|---|--|
| <input type="checkbox"/> Mass Appraisal Concepts and Applications                         | <input type="checkbox"/> College or Professional Level Accounting, Finance, Statistics or Other Appraisal Subjects |
| <input checked="" type="checkbox"/> MAAO Standards  | <input type="checkbox"/> GIS, Mapping, CAMA  |
| <input checked="" type="checkbox"/> Residential, Commercial/Industrial Appraisal          | <input type="checkbox"/> Laws Relating to Real Estate, Water or Mining   |
| <input type="checkbox"/> Unitary/Centrally Assessed Property Appraisal                    | <input checked="" type="checkbox"/> Professional Ethics  |
| <input type="checkbox"/> Legal Documents (Deeds, Titles, Leases, etc.)                    | <input type="checkbox"/> Other   |
| <input type="checkbox"/> Nevada Statutes or Regulation, Appraisal or Assessment Standards |  |

If other, please describe why the course is applicable to appraisal and/or property tax.

**REQUIRED MATERIALS TO BE SUBMITTED WITH APPLICATION INCLUDE:**

- Detailed Course Outline
- Syllabus or Course Material

SIGN [REDACTED] Date 8/7/23

Requestor Signature Date

For Department Use Only			
NUMBER OF CREDIT HOURS GRANTED	NUMBER OF CREDIT HOURS APPEARING ON TRANSCRIPT	MILESTONE APPLIED TO	TOTAL HOURS FOR THIS MILESTONE
Verified by: _____			
<small>Division of Local Government Services</small>		<small>Title</small>	<small>Date</small>

LIVESTREAM

ELECTIVE

3 HRS

Instructor: Kevin Hecht

Add to Cart

Approval code: CE.0009477-A

View Requirements

7 Mandatory Hours

23 Elective Hours

30 Total Hours

[View More](#)

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## Live Webinar: Learning From the Mistakes of Others: Appraisal Disciplinary Case Studies

### 89

Disciplinary complaints against appraisers have become more numerous over the last several years, although not all complaints result in disciplinary action. In this course, we will cover the basic components of the appraiser licensing and certification system, and examine the complaint process in general. We will cover The Appraisal Foundation's Voluntary Disciplinary Actions Matrix and provide examples of each type of violation listed. The examples and case studies in this course are all from actual cases against appraisers that were adjudicated by state appraisal enforcement agencies. Students will learn about common violations and how to avoid them. We will cover minor development and reporting violations, as well as more serious ETHICS RULE and COMPETENCY RULE violations. We will go over several case study examples and discuss what violations (if any) occurred how the appraiser could have avoided the problem. Finally, we will discuss do's and don'ts regarding what an appraiser should do if they become the respondent in a complaint.

**APPRAISER CERTIFICATION BOARD**

September 7, 2023

# **Agenda Item 4**

1 (d) McKissock – Responding to a Reconsideration  
of Value



**Nevada Department of Taxation  
Property Tax Appraiser Continuing Education  
New Course Application**

Return this form to:  
Division of Local Government Services  
1550 College Parkway  
Carson City, Nevada 89706

**Please Print or Type:**

**COURSE INFORMATION (A person who wishes to receive contact hours for a course of continuing education that has not been previously approved, must apply for such approval.)**

NAME OF REQUESTER	TITLE <i>utility valuation analyst</i>
TITLE OF COURSE <i>Responding to a Reconsideration of Value</i>	
VENDOR/PROVIDER <i>McKissock - webinar</i>	

1. Course Summary: *please see attached*

2. What are the hours of instruction? 3.0 hours

3. What is the completion date? 8/23/23

**SUBJECT CLASSIFICATION - CHECK ALL THAT APPLY**

- |   |  |
|---|--|
| <input checked="" type="checkbox"/> Mass Appraisal Concepts and Applications              | <input type="checkbox"/> College or Professional Level Accounting, Finance, Statistics or Other Appraisal Subjects |
| <input checked="" type="checkbox"/> JAAO Standards  | <input type="checkbox"/> GIS, Mapping, CAMA  |
| <input checked="" type="checkbox"/> Residential, Commercial/Industrial Appraisal          | <input type="checkbox"/> Laws Relating to Real Estate, Water or Mining   |
| <input checked="" type="checkbox"/> Unitary/Centrally Assessed Property Appraisal         | <input type="checkbox"/> Professional Ethics   |
| <input type="checkbox"/> Legal Documents (Deeds, Titles, Leases, etc.)                    | <input type="checkbox"/> Other   |
| <input type="checkbox"/> Nevada Statutes or Regulation, Appraisal or Assessment Standards |  |

If other, please describe why the course is applicable to appraisal and/or property tax.

**REQUIRED MATERIALS TO BE SUBMITTED WITH APPLICATION INCLUDE:**

- Detailed Course Outline
- Syllabus or Course Material

SIGNATURE:  Date: 8/24/2023

For Department Use Only			
NUMBER OF CREDIT HOURS GRANTED	NUMBER OF CREDIT HOURS APPEARING ON TRANSCRIPT	MILESTONE APPLIED TO	TOTAL HOURS FOR THIS MILESTONE

Verified by: \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_  
Division of Local Government Services



## Additional Information

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We encourage our customers to visit our FAQs section at <https://www.mckissock.com/faqs/> for further information regarding your educational experience with McKissock.

Our FAQs section is complete with step-by-step tutorials that were designed with YOU in mind!

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## Course Description

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Reconsideration of Value (ROV) requests are a common occurrence in mortgage lending appraisals, particularly in overheated markets with high buyer demand. This course is intended to assist appraisers in understanding the necessity for and best practices for responding to such a request in a sound and professional manner.

Special emphasis will be given on responding impartially, objectively, and without bias to the ROV, since there are proven methods for handling these requests while adhering to USPAP and applicable regulatory requirements, and maintaining a professional relationship with the client.

The course starts with a brief discussion of how ROVs play a valuable role in the appraisal and mortgage lending process, and proceeds to numerous case studies to demonstrate effective research, analysis and reporting strategies.

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**APPRAISER CERTIFICATION BOARD**

September 7, 2023

# **Agenda Item 4**

1 (e) UNR – ACC 202



**Nevada Department of Taxation  
Property Tax Appraiser Continuing Education  
New Course Application**

Return this form to:  
Division of Local Government Services  
1550 College Parkway  
Carson City, Nevada 89706

*Please Print or Type:*

**COURSE INFORMATION** (A person who wishes to receive contact hours for a course of continuing education that has not been previously approved, must apply for such approval.)

<b>NAME</b> [REDACTED]	<b>TITLE</b> Property Appraiser Trainee
<b>TITLE OF COURSE</b> Acc 202 Managerial Accounting	
<b>VENDOR/PROVIDER</b> University of Nevada Reno	

**1. Course Summary:**

An introduction to managerial accounting concepts and techniques used to measure, analyze, interpret and communicate financial information to managers to better guide the activity of an organization.

**2. What are the hours of instruction?** 3 credits/units

**3. What is the completion date?** 2013 Spring

**SUBJECT CLASSIFICATION - CHECK ALL THAT APPLY**

- |   |   |
|---|---|
| <input type="checkbox"/> Mass Appraisal Concepts and Applications                         | <input checked="" type="checkbox"/> College or Professional Level Accounting, Finance, Statistics or Other Appraisal Subjects |
| <input type="checkbox"/> IAAO Standards   | <input type="checkbox"/> GIS, Mapping, CAMA   |
| <input type="checkbox"/> Residential, Commercial/Industrial Appraisal                     | <input type="checkbox"/> Laws Relating to Real Estate, Water or Mining  |
| <input type="checkbox"/> Unitary/Centrally Assessed Property Appraisal                    | <input type="checkbox"/> Professional Ethics  |
| <input type="checkbox"/> Legal Documents (Deeds, Titles, Leases, etc.)                    | <input type="checkbox"/> Other  |
| <input type="checkbox"/> Nevada Statutes or Regulation, Appraisal or Assessment Standards |   |

If other, please describe why the course is applicable to appraisal and/or property tax.

**REQUIRED MATERIALS TO BE SUBMITTED WITH APPLICATION INCLUDE:**

- Detailed Course Outline  
 Syllabus or Course Material

[REDACTED]

Date 5/5/23

For Department Use Only			
NUMBER OF CREDIT HOURS GRANTED	NUMBER OF CREDIT HOURS APPEARING ON TRANSCRIPT	MILESTONE APPLIED TO	TOTAL HOURS FOR THIS MILESTONE
Verified by: _____			
Division of Local Government Services	Title	Date	

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## **ACC 202 - Managerial Accounting**

(3 units)

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An introduction to managerial accounting concepts, and techniques used to measure, analyze, interpret, and communicate financial information to managers to better guide the activity of an organization.

Prerequisite(s): [ACC 201](#); [IS 101](#).

Grading Basis: Graded

Units of Lecture: 3

Offered: Every Fall, Spring, and Summer

### **Student Learning Outcomes**

Upon completion of this course, students will be able to:

1. explain how product and service costs are determined and used in planning and evaluating organizational performance.
2. explain how costs behave and demonstrate how cost behavior is used to project financial results and inform strategic decision-making.
3. create and interpret budgets for short-term operations and long-term capital investments.
4. determine and use the costs and benefits relevant to making short-term decisions through incremental analyses.

[Click here for course scheduling information.](#) | [Check course textbook information](#)

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**APPRAISER CERTIFICATION BOARD**

September 7, 2023

# **Agenda Item 4**

1 (f) College of Southern NV – ACC 201



**Nevada Department of Taxation  
Property Tax Appraiser Continuing Education  
New Course Application**

Return this form to:  
Division of Local Government Services  
1550 College Parkway  
Carson City, Nevada 89706

*Please Print or Type:*

**COURSE INFORMATION (A person who wishes to receive contact hours for a course of continuing education that has not been previously approved, must apply for such approval.)**

NAME OF	[REDACTED]	TITLE	Property Appraiser Trainee
TITLE OF COURSE	Acc 201 Financial Accounting		
VENDOR/PROVIDER	College of Southern Nevada		

**1. Course Summary:**

Basic accounting techniques with emphasis on the accounting cycle, analysis of financial statements, payables and receivables, plant assets, inventories and internal controls for cash.

**2. What are the hours of instruction?** 3 credits/units

**3. What is the completion date?** 2011 Fall

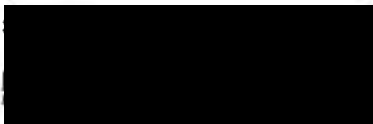
**SUBJECT CLASSIFICATION - CHECK ALL THAT APPLY**

- |   |   |
|---|---|
| <input type="checkbox"/> Mass Appraisal Concepts and Applications                         | <input checked="" type="checkbox"/> College or Professional Level Accounting, Finance, Statistics or Other Appraisal Subjects |
| <input type="checkbox"/> IAAO Standards   | <input type="checkbox"/> GIS, Mapping, CAMA   |
| <input type="checkbox"/> Residential, Commercial/Industrial Appraisal                     | <input type="checkbox"/> Laws Relating to Real Estate, Water or Mining  |
| <input type="checkbox"/> Unitary/Centrally Assessed Property Appraisal                    | <input type="checkbox"/> Professional Ethics  |
| <input type="checkbox"/> Legal Documents (Deeds, Titles, Leases, etc.)                    | <input type="checkbox"/> Other  |
| <input type="checkbox"/> Nevada Statutes or Regulation, Appraisal or Assessment Standards |   |

If other, please describe why the course is applicable to appraisal and/or property tax.

**REQUIRED MATERIALS TO BE SUBMITTED WITH APPLICATION INCLUDE:**

- Detailed Course Outline  
 Syllabus or Course Material



Date 5/5/23

**For Department Use Only**

NUMBER OF CREDIT HOURS GRANTED	NUMBER OF CREDIT HOURS APPEARING ON TRANSCRIPT	MILESTONE APPLIED TO	TOTAL HOURS FOR THIS MILESTONE

Verified by:

Division of Local Government Services

Title

Date

# Financial Accounting

# 2021-2022 Catalog and Student Handbook

[ARCHIVED CATALOG]

## ACC 201 - Financial Accounting

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**Credits:** 3

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### **Description**

Basic accounting techniques with emphasis on the accounting cycle, analysis of financial statements, payables and receivables, plant assets, inventories and internal controls for cash.

### **Student Learning Outcomes**

1. Explain specialized accounting terminology used in business in accordance with generally accepted accounting principles.
  2. Construct business transactions in general journal form and post them to the general ledgers to complete the Accounting Cycle with the interpretation of the Financial Statements.
  3. Reconcile a bank statement and generate a bank reconciliation report.
  4. Enhance accounting procedures for receivables, payable, notes, interest, inventories, plant assets and depreciation.
- 

**Prerequisite:** None

**Corequisite:** None

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**Graded:** Letter Grade

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**APPRAISER CERTIFICATION BOARD**

September 7, 2023

# **Agenda Item 4**

1 (g) Shasta College – Econ 1A





**Nevada Department of Taxation  
Property Tax Appraiser Continuing Education  
New Course Application**

Return this form to:  
Division of Local Government Services  
1550 College Parkway  
Carson City, Nevada 89706

*Please Print or Type:*

**COURSE INFORMATION** (A person who wishes to receive contact hours for a course of continuing education that has not been previously approved, must apply for such approval.)

	TITLE <i>Property Appraiser Trainee</i>
TITLE OF COURSE <i>ECON 1A Principles of Economics - Microeconomics</i>	
VENDOR/PROVIDER <i>SHASTA COLLEGE</i>	

**1. Course Summary:**

*This course is a study of the basic institutions and principles of microeconomics and so it concentrates on the parts of an economic system: the markets, the producers, the consumers and the structures of basic industries, along with systems for relative resource use and income determination.*

**2. What are the hours of instruction?**

*3 credits / 54 class hours*

**3. What is the completion date?**

*5/27/2011*

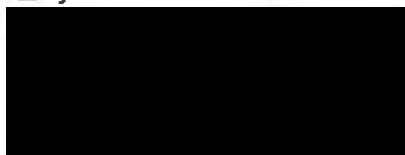
**SUBJECT CLASSIFICATION - CHECK ALL THAT APPLY**

- |   |   |
|---|---|
| <input type="checkbox"/> Mass Appraisal Concepts and Applications                         | <input checked="" type="checkbox"/> College or Professional Level Accounting, Finance, Statistics or Other Appraisal Subjects |
| <input type="checkbox"/> IAAO Standards   | <input type="checkbox"/> GIS, Mapping, CAMA   |
| <input type="checkbox"/> Residential, Commercial/Industrial Appraisal                     | <input type="checkbox"/> Laws Relating to Real Estate, Water or Mining  |
| <input type="checkbox"/> Unitary/Centrally Assessed Property Appraisal                    | <input type="checkbox"/> Professional Ethics  |
| <input type="checkbox"/> Legal Documents (Deeds, Titles, Leases, etc.)                    | <input type="checkbox"/> Other  |
| <input type="checkbox"/> Nevada Statutes or Regulation, Appraisal or Assessment Standards |   |

If other, please describe why the course is applicable to appraisal and/or property tax.

**REQUIRED MATERIALS TO BE SUBMITTED WITH APPLICATION INCLUDE:**

- Detailed Course Outline  
 Syllabus or Course Material



*5/5/23*  
Date

For Department Use Only			
NUMBER OF CREDIT HOURS GRANTED	NUMBER OF CREDIT HOURS APPEARING ON TRANSCRIPT	MILESTONE APPLIED TO	TOTAL HOURS FOR THIS MILESTONE
Verified by: _____			
Division of Local Government Services		Title	Date

its boundaries. Lecture meetings will present basic concepts in geology needed to understand the geologic history of the Modoc Plateau as well as outcrops visited during the field trip. Topics to be discussed include volcanic processes and features, geologic hazards, geothermal potential, economic resources, faulting, plateau development, basin and range development, and surface and subsurface water. Field trip exercises will also be conducted at various stops. The lecture portion of this course may be offered in a distance education format. *(CSU transferable)*

**ESCI 35 LASSEN VOLCANIC NATIONAL PARK – 1.5 Units**  
(formerly GEOL 35, GEOL 62AB)

Grading: Pass/No Pass Option

Corequisite: ESCI 35L

Note: Required overnight field trip.

Class Hours: 27 lecture total (when offered in the distance education format, hours will total 81)

This course is an introduction to Lassen Volcanic Park that is paired with ESCI 35L, a concurrent corequisite course that includes a three-day overnight field trip within and around the park. ESCI 35 is a lecture course and meetings will present geology, weather and climatology, ecology, and park history, with a particular focus on park geology and climatology. Basic concepts in geology needed to understand the geologic history of the park, as well as outcrops visited during the ESCI 35L field trip, its climatologic evolution, and modern ecology are also discussed, in addition to the historical development of the park. Featured topics will include volcanic processes and features, volcanic and geothermal hazards, geothermal potential, past glaciation, faulting, and modern seasonal ecology as driven by precipitation patterns and spring systems. This course may be offered in a distance education format. *(CSU transferable)*

**ESCI 35L LASSEN VOLCANIC NATIONAL PARK LAB AND FIELD STUDIES – 0.5 Units**

Grading: Pass/No Pass Option

Corequisite: ESCI 35

Note: Required overnight field trip.

Class Hours: 27 lab total

This course accompanies ESCI 35 and represents laboratory and field activities associated with Lassen Volcanic National Park, inclusive of a three-day overnight field trip within and around the park. This course supports the goal of understanding the geologic and climatologic history and modern ecologic character of the park through site and outcrop exposures as they demonstrate volcanic processes, volcanic and geothermal features, past glaciation and glacial features, slide hazards, faulting, and typical seasonality experienced by the park as it drives ecology. Field exercises will be conducted at various stops. *(CSU transferable)*

**ESCI 36 GEOLOGY OF MOUNT SHASTA AND VICINITY – 1.5 Units**  
(formerly GEOL 36, GEOL 64AB)

Grading: Pass/No Pass Option

Note: Required overnight field trip.

Class Hours: 18 lecture/27 lab total (when offered in the distance education format, hours will total 54 for the lecture portion of the class and an additional 27 hours of lab, totaling 81 hours for this course)

An introduction to the geology of Mount Shasta and surrounding areas that will culminate with a three day overnight field trip to and around the mountain. Lecture meetings will present basic concepts in geology needed to understand the geologic history of Mount Shasta as well as outcrops visited during the field trip. Topics to be discussed include volcanic processes and features, volcanic hazards, earthquakes, eruption predictability, geothermal activity, glaciation and mass wasting events. Field trip exercises will also be conducted at various stops. The lecture portion of this course may be offered in a distance education format. *(CSU transferable)*

**ESCI 37 THE NORTHERN CALIFORNIA COAST – 1.5 Units**  
(formerly GEOL 37)

Grading: Pass/No Pass Option

Corequisite: ESCI 37L

Class Hours: 27 lecture total (when offered in the distance education format, hours will total 81)

This course is an introduction to the processes which have shaped and continue to shape northern California's coastline. This course is paired with ESCI 37L, a concurrent corequisite course that will culminate with a three-day overnight field trip that explores the northern California coast. ESCI 37 presents basic concepts in geology, as well as determining the

geologic history of the coast. It will cover additional topics specific to the northern California coastline, such as hazards including earthquakes, tsunamis, landslides, and shore erosion, but extending into coastal oceanographic processes such as tidal processes, wave action and coastal currents, and even shoreline habitats as a reflection of the geology and climate. Other topics range from active mountain building to weather patterns and even climate. This course may be offered in a distance education format. *(CSU transferable)*

**ESCI 37L NORTHERN CALIFORNIA COAST LAB AND FIELD STUDIES – 0.5 Units**

Grading: Pass/No Pass Option

Corequisite: ESCI 37

Note: This course includes a three-day, overnight field trip.

Class Hours: 27 lab total

This course accompanies ESCI 37 and represents laboratory and field activities associated with the northern California coast, inclusive of a three-day, overnight field trip along this stretch of coast. This course supports the goal of understanding the geology and geologic history of the north coast, as well as oceanographic and climatologic qualities as they converge to define habitats. Coastal sites demonstrate these relationships, and lab sessions prior to the trip will focus on the application of ESCI 37 concepts. Field exercises will be conducted at various stops. *(CSU transferable)*

**ESCI 38 THE POINT REYES NATIONAL SEASHORE – 1.5 Units**  
(formerly GEOL 38)

Grading: Pass/No Pass Option

Note: Required overnight field trip.

Class Hours: 18 lecture/27 lab total (when offered in the distance education format, hours will total 54 for the lecture portion of the class and an additional 27 hours of lab, totaling 81 hours for this course)

An introduction to the geologic processes which have shaped and continue to shape the Point Reyes National Seashore. The course will culminate with a three day overnight field trip to the national seashore. Lecture meetings will present basic concepts in geology as well as topics specific to Point Reyes such as the San Andreas Fault system, geologic hazards including earthquakes, tsunamis, and mass wasting events, tidal and estuarine processes, and the area geomorphology. Field trip exercises will also be conducted at various stops. The lecture portion of this course may be offered in a distance education format. *(CSU transferable)*

**ECONOMICS (ECON)**

**ECON 1A PRINCIPLES OF ECONOMICS – MICRO – 3 Units**

Grading: Pass/No Pass Option

Prerequisite: MATH 101 with a grade of C or higher, or Math Placement Level 3 or higher

Advisory: ENGL 280 with a grade of C or higher, or English Placement Level 5 or higher (ECON 1A is not a prerequisite for ECON 1B)

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: ECON 201

This course is a study of the basic institutions and principles of microeconomics and so it concentrates on the parts of an economic system: the markets, the producers, the consumers, and the structures of basic industries, along with systems for relative resource use and income determination. This course may be offered in a distance education format. *(CSU/UC transferable)*

**ECON 1B PRINCIPLES OF ECONOMICS – MACRO – 3 Units**

Grading: Pass/No Pass Option

Prerequisite: MATH 101 with a grade of C or higher, or Math Placement Level 3 or higher

Advisory: ENGL 280 with a grade of C or higher, or English Placement Level 5 or higher (ECON 1A is not a prerequisite for ECON 1B)

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: ECON 202

This course studies the basic economic institutions and principles as they pertain to the entire economic system such as money and banking, determinants of national income, employment, output and the roles played by government in using monetary and fiscal policy to promote the mandates of the Employment Act of 1946. This course may be offered in a distance education format. *(CSU/UC transferable)*

**APPRAISER CERTIFICATION BOARD**

September 7, 2023

# **Agenda Item 4**

1 (h) Shasta College – Econ 1B



**Nevada Department of Taxation  
Property Tax Appraiser Continuing Education  
New Course Application**

Return this form to:  
Division of Local Government Services  
1550 College Parkway  
Carson City, Nevada 89706

*Please Print or Type:*

**COURSE INFORMATION (A person who wishes to receive contact hours for a course of continuing education that has not been previously approved, must apply for such approval.)**

NAME OF REQUESTER [REDACTED]	TITLE Property Appraiser Trainee
TITLE OF COURSE ECON 1B Principles of Economics - Macroeconomics	
VENDOR/PROVIDER SHASTA COLLEGE	

**1. Course Summary:**

This course studies the basic economic institutions and principles as they pertain to the entire economic system such as money and banking, determinants of national income, employment, output, and the roles played by government in using monetary and fiscal policy to promote the mandates of the Employment Act of 1946.

2. What are the hours of instruction? 3 credits / 54 CLASS HOURS

3. What is the completion date? 12/21/2012

**SUBJECT CLASSIFICATION - CHECK ALL THAT APPLY**

- |   |   |
|---|---|
| <input type="checkbox"/> Mass Appraisal Concepts and Applications                         | <input checked="" type="checkbox"/> College or Professional Level Accounting, Finance, Statistics or Other Appraisal Subjects |
| <input type="checkbox"/> IAAO Standards   | <input type="checkbox"/> GIS, Mapping, CAMA   |
| <input type="checkbox"/> Residential, Commercial/Industrial Appraisal                     | <input type="checkbox"/> Laws Relating to Real Estate, Water or Mining  |
| <input type="checkbox"/> Unitary/Centrally Assessed Property Appraisal                    | <input type="checkbox"/> Professional Ethics  |
| <input type="checkbox"/> Legal Documents (Deeds, Titles, Leases, etc.)                    | <input type="checkbox"/> Other  |
| <input type="checkbox"/> Nevada Statutes or Regulation, Appraisal or Assessment Standards |   |

If other, please describe why the course is applicable to appraisal and/or property tax.

**REQUIRED MATERIALS TO BE SUBMITTED WITH APPLICATION INCLUDE:**

- Detailed Course Outline  
 Syllabus or Course Material

Signature: [REDACTED] Date: 5/5/23

**For Department Use Only**

NUMBER OF CREDIT HOURS GRANTED	NUMBER OF CREDIT HOURS APPEARING ON TRANSCRIPT	MILESTONE APPLIED TO	TOTAL HOURS FOR THIS MILESTONE

Verified by:

Division of Local Government Services \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_



its boundaries. Lecture meetings will present basic concepts in geology needed to understand the geologic history of the Modoc Plateau as well as outcrops visited during the field trip. Topics to be discussed include volcanic processes and features, geologic hazards, geothermal potential, economic resources, faulting, plateau development, basin and range development, and surface and subsurface water. Field trip exercises will also be conducted at various stops. The lecture portion of this course may be offered in a distance education format. *(CSU transferable)*

**ESCI 35 LASSEN VOLCANIC NATIONAL PARK – 1.5 Units**  
(formerly GEOL 35, GEOL 62AB)

Grading: Pass/No Pass Option

Corequisite: ESCI 35L

Note: Required overnight field trip.

Class Hours: 27 lecture total (when offered in the distance education format, hours will total 81)

This course is an introduction to Lassen Volcanic Park that is paired with ESCI 35L, a concurrent corequisite course that includes a three-day overnight field trip within and around the park. ESCI 35 is a lecture course and meetings will present geology, weather and climatology, ecology, and park history, with a particular focus on park geology and climatology. Basic concepts in geology needed to understand the geologic history of the park, as well as outcrops visited during the ESCI 35L field trip, its climatologic evolution, and modern ecology are also discussed, in addition to the historical development of the park. Featured topics will include volcanic processes and features, volcanic and geothermal hazards, geothermal potential, past glaciation, faulting, and modern seasonal ecology as driven by precipitation patterns and spring systems. This course may be offered in a distance education format. *(CSU transferable)*

**ESCI 35L LASSEN VOLCANIC NATIONAL PARK LAB AND FIELD STUDIES – 0.5 Units**

Grading: Pass/No Pass Option

Corequisite: ESCI 35

Note: Required overnight field trip.

Class Hours: 27 lab total

This course accompanies ESCI 35 and represents laboratory and field activities associated with Lassen Volcanic National Park, inclusive of a three-day overnight field trip within and around the park. This course supports the goal of understanding the geologic and climatologic history and modern ecologic character of the park through site and outcrop exposures as they demonstrate volcanic processes, volcanic and geothermal features, past glaciation and glacial features, slide hazards, faulting, and typical seasonality experienced by the park as it drives ecology. Field exercises will be conducted at various stops. *(CSU transferable)*

**ESCI 36 GEOLOGY OF MOUNT SHASTA AND VICINITY – 1.5 Units (formerly GEOL 36, GEOL 64AB)**

Grading: Pass/No Pass Option

Note: Required overnight field trip.

Class Hours: 18 lecture/27 lab total (when offered in the distance education format, hours will total 54 for the lecture portion of the class and an additional 27 hours of lab, totaling 81 hours for this course)

An introduction to the geology of Mount Shasta and surrounding areas that will culminate with a three day overnight field trip to and around the mountain. Lecture meetings will present basic concepts in geology needed to understand the geologic history of Mount Shasta as well as outcrops visited during the field trip. Topics to be discussed include volcanic processes and features, volcanic hazards, earthquakes, eruption predictability, geothermal activity, glaciation and mass wasting events. Field trip exercises will also be conducted at various stops. The lecture portion of this course may be offered in a distance education format. *(CSU transferable)*

**ESCI 37 THE NORTHERN CALIFORNIA COAST – 1.5 Units**  
(formerly GEOL 37)

Grading: Pass/No Pass Option

Corequisite: ESCI 37L

Class Hours: 27 lecture total (when offered in the distance education format, hours will total 81)

This course is an introduction to the processes which have shaped and continue to shape northern California's coastline. This course is paired with ESCI 37L, a concurrent corequisite course that will culminate with a three-day overnight field trip that explores the northern California coast. ESCI 37 presents basic concepts in geology, as well as determining the

geologic history of the coast. It will cover additional topics specific to the northern California coastline, such as hazards including earthquakes, tsunamis, landslides, and shore erosion, but extending into coastal oceanographic processes such as tidal processes, wave action and coastal currents, and even shoreline habitats as a reflection of the geology and climate. Other topics range from active mountain building to weather patterns and even climate. This course may be offered in a distance education format. *(CSU transferable)*

**ESCI 37L NORTHERN CALIFORNIA COAST LAB AND FIELD STUDIES – 0.5 Units**

Grading: Pass/No Pass Option

Corequisite: ESCI 37

Note: This course includes a three-day, overnight field trip.

Class Hours: 27 lab total

This course accompanies ESCI 37 and represents laboratory and field activities associated with the northern California coast, inclusive of a three-day, overnight field trip along this stretch of coast. This course supports the goal of understanding the geology and geologic history of the north coast, as well as oceanographic and climatologic qualities as they converge to define habitats. Coastal sites demonstrate these relationships, and lab sessions prior to the trip will focus on the application of ESCI 37 concepts. Field exercises will be conducted at various stops. *(CSU transferable)*

**ESCI 38 THE POINT REYES NATIONAL SEASHORE – 1.5 Units**  
(formerly GEOL 38)

Grading: Pass/No Pass Option

Note: Required overnight field trip.

Class Hours: 18 lecture/27 lab total (when offered in the distance education format, hours will total 54 for the lecture portion of the class and an additional 27 hours of lab, totaling 81 hours for this course)

An introduction to the geologic processes which have shaped and continue to shape the Point Reyes National Seashore. The course will culminate with a three day overnight field trip to the national seashore. Lecture meetings will present basic concepts in geology as well as topics specific to Point Reyes such as the San Andreas Fault system, geologic hazards including earthquakes, tsunamis, and mass wasting events, tidal and estuarine processes, and the area geomorphology. Field trip exercises will also be conducted at various stops. The lecture portion of this course may be offered in a distance education format. *(CSU transferable)*

## ECONOMICS (ECON)

**ECON 1A PRINCIPLES OF ECONOMICS – MICRO – 3 Units**

Grading: Pass/No Pass Option

Prerequisite: MATH 101 with a grade of C or higher, or Math Placement Level 3 or higher

Advisory: ENGL 280 with a grade of C or higher, or English Placement Level 5 or higher (ECON 1A is not a prerequisite for ECON 1B)

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: ECON 201

This course is a study of the basic institutions and principles of microeconomics and so it concentrates on the parts of an economic system: the markets, the producers, the consumers, and the structures of basic industries, along with systems for relative resource use and income determination. This course may be offered in a distance education format. *(CSU/UC transferable)*

**ECON 1B PRINCIPLES OF ECONOMICS – MACRO – 3 Units**

Grading: Pass/No Pass Option

Prerequisite: MATH 101 with a grade of C or higher, or Math Placement Level 3 or higher

Advisory: ENGL 280 with a grade of C or higher, or English Placement Level 5 or higher (ECON 1A is not a prerequisite for ECON 1B)

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: ECON 202

This course studies the basic economic institutions and principles as they pertain to the entire economic system such as money and banking, determinants of national income, employment, output and the roles played by government in using monetary and fiscal policy to promote the mandates of the Employment Act of 1946. This course may be offered in a distance education format. *(CSU/UC transferable)*

**APPRAISER CERTIFICATION BOARD**

September 7, 2023

# **Agenda Item 4**

1 (i) Shasta College – Math 14



**Nevada Department of Taxation  
Property Tax Appraiser Continuing Education  
New Course Application**

Return this form to:  
Division of Local Government Services  
1550 College Parkway  
Carson City, Nevada 89706

Please Print or Type:

**COURSE INFORMATION (A person who wishes to receive contact hours for a course of continuing education that has not been previously approved, must apply for such approval.)**

NAME OF _____	TITLE <u>Property Appraiser Trainee</u>
TITLE OF COURSE <u>Math 14 Introduction to Statistics</u>	
VENDOR/PROVIDER <u>SHASTA COLLEGE</u>	

**1. Course Summary:**

An introductory course in statistics designed to show the role modern statistical methods in the process of decision making. Concepts are introduced by example rather than by rigorous mathematical theory.

**2. What are the hours of instruction?**

4 credits / 72 Hours

**3. What is the completion date?**

5/25/12

**SUBJECT CLASSIFICATION - CHECK ALL THAT APPLY**

- |   |   |
|---|---|
| <input type="checkbox"/> Mass Appraisal Concepts and Applications                         | <input checked="" type="checkbox"/> College or Professional Level Accounting, Finance, Statistics or Other Appraisal Subjects |
| <input type="checkbox"/> IAAO Standards   | <input type="checkbox"/> GIS, Mapping, CAMA   |
| <input type="checkbox"/> Residential, Commercial/Industrial Appraisal                     | <input type="checkbox"/> Laws Relating to Real Estate, Water or Mining  |
| <input type="checkbox"/> Unitary/Centrally Assessed Property Appraisal                    | <input type="checkbox"/> Professional Ethics  |
| <input type="checkbox"/> Legal Documents (Deeds, Titles, Leases, etc.)                    | <input type="checkbox"/> Other  |
| <input type="checkbox"/> Nevada Statutes or Regulation, Appraisal or Assessment Standards |   |

If other, please describe why the course is applicable to appraisal and/or property tax.

**REQUIRED MATERIALS TO BE SUBMITTED WITH APPLICATION INCLUDE:**

- Detailed Course Outline  
 Syllabus or Course Material



Date 5/5/23

**For Department Use Only**

NUMBER OF CREDIT HOURS GRANTED	NUMBER OF CREDIT HOURS APPEARING ON TRANSCRIPT	MILESTONE APPLIED TO	TOTAL HOURS FOR THIS MILESTONE

Verified by: \_\_\_\_\_

Division of Local Government Services

Title

Date

**Class Hours:** 72 lecture total (when offered in the distance education format, hours will total 216)

**C-ID:** MATH 230

This course covers vectors in two and three dimensions, multi-variable functions, partial differentiation, multiple integrals, line integrals, divergence, gradient, curl, Stokes' Theorem, Divergence Theorem, and Green's Theorem. This course may be offered in a distance education format. (CSU/UC transferable)

#### MATH 4B DIFFERENTIAL EQUATIONS – 4 Units

**Prerequisite:** MATH 3B with a grade of C or higher, or Math Placement Level 7 or higher

**Advisory:** ENGL 190 with a grade of C or higher, or English Placement Level 6 or higher

**Class Hours:** 72 lecture total (when offered in the distance education format, hours will total 216)

**C-ID:** MATH 240

An introduction to ordinary differential equations, using qualitative, numerical, and analytic methods to investigate solutions. The course covers first order equations, systems of first order equations and linear second order equations. Topics include matrix methods, use of complex variables, Laplace transforms, and series solutions. Applications involving modeling with differential equations are included throughout the course. This course may be offered in a distance education format. (CSU/UC transferable)

#### MATH 6 LINEAR ALGEBRA – 3 Units

**Prerequisite:** MATH 3A with a grade of C or higher, or Math Placement Level 6 or higher

**Class Hours:** 54 lecture total (when offered in the distance education format, hours will total 162)

**C-ID:** MATH 250

A first course in linear algebra, this course provides a thorough treatment of systems of linear equations, including row operations, Gaussian elimination, and matrix algebra. Properties of vectors and the theory of vector spaces are covered. Topics include linear independence, inner products, orthogonality, eigenvectors, eigenspaces, and linear transformations. Applications are included throughout the course. This course may be offered in a distance education format. (CSU/UC transferable)

#### MATH 8 FINITE MATHEMATICS – 3 Units

**Prerequisite:** MATH 102 with a grade of C or higher, or Math Placement Level 4 or higher

**Advisory:** ENGL 196 with a grade of C or higher, or English Placement Level 6 or higher

**Class Hours:** 54 lecture total (when offered in the distance education format, hours will total 162)

**C-ID:** MATH 130

The course covers sets, matrices, and systems of equations and inequalities; linear programming; combinatorial techniques; introduction to probability; and mathematics of finance. The course is intended to provide (along with MATH 9) the mathematical skills needed for entry into upper division Business, Social, and Behavioral Science courses. This course may be offered in a distance education format. (CSU/UC transferable)

#### MATH 9 SURVEY OF CALCULUS – 4 Units

**Prerequisite:** MATH 102 with a grade of C or higher, or Math Placement Level 4 or higher

**Advisory:** ENGL 196 with a grade of C or higher, or English Placement Level 6 or higher

**Class Hours:** 72 lecture total (when offered in the distance education format, hours will total 216)

**C-ID:** MATH 140

A course in analytic geometry, differential and integral calculus for students whose major requires a short course in calculus without the depth offered in MATH 3A. This course may be offered in a distance education format. (CSU/UC\* transferable) \*UC transfer limit – maximum credit one course between MATH 3B and MATH 9

#### MATH 11 PATTERNS OF MATHEMATICAL THOUGHT – 3 Units

**Prerequisite:** MATH 102 with a grade of C or higher, or Math Placement Level 4 or higher

**Class Hours:** 54 lecture total

This course is a one-semester survey course emphasizing mathematical reasoning. Various applications of mathematics are covered with topics

selected from: Geometry, Statistics, Management Science, Number Theory, Social Science and Computer Science. The course is designed to give students an understanding of some of the vocabulary and methods of mathematics with a focus on ideas. (CSU/UC transferable)

#### MATH 13 COLLEGE ALGEBRA FOR LIBERAL ARTS – 3 Units (formerly MATH 1)

**Prerequisite:** MATH 102 with a grade of C or higher, or Math Placement Level 4 or higher

**Advisory:** ENGL 190 with a grade of C or higher, or English Placement Level 6 or higher

**Class Hours:** 54 lecture total (when offered in the distance education format, hours will total 162)

**C-ID:** MATH 150

This is a college level course that introduces functions and function algebra for majors in the Liberal Arts. The main focus is on linear, polynomial, rational, radical, absolute value, logarithmic and exponential functions and equations. Students will learn algebraic techniques, modeling techniques and technology-based techniques for solving equations and inequalities involving these functions and for investigating the graphs of these functions. This course also covers systems of equations. This course may be offered in a distance education format. (CSU/UC\* transferable) \*UC transfer limit – maximum credit 5 units between MATH 2, MATH 2A, MATH 2B, and MATH 13

#### MATH 14 INTRODUCTION TO STATISTICS – 4 Units

**Prerequisite:** MATH 102, MATH 102X, or MATH 114 with a grade of C or higher, or Math Placement Level 4 or higher

**Advisory:** ENGL 190 with a grade of C or higher, or English Placement Level 6 or higher

**Class Hours:** 72 lecture total (when offered in the distance education format, hours will total 216)

**C-ID:** MATH 110

An introductory course in statistics designed to show the role of modern statistical methods in the process of decision making. Concepts are introduced by example rather than by rigorous mathematical theory. The following topics will be covered: measures of central tendency and dispersion, regression and correlation, probability, sampling distributions including the normal, t, and chi-square, statistical inference using confidence intervals and hypotheses testing. This course may be offered in a distance education format. (CSU/UC\* transferable) \*UC transfer limit – maximum credit one course between MATH 14 and MATH 14S

#### MATH 14S STATISTICS WITH SUPPORT – 6 Units

**Class Hours:** 108 lecture total

An introductory course in statistics with a support component that is designed to help the student who needs additional support to be successful. It will show the role of modern statistical methods in the process of decision making. Concepts are introduced by example rather than by rigorous mathematical theory. The following topics will be covered: measures of central tendency and dispersion, regression and correlation, probability, sampling distributions including the normal, t, and CHI-square, and statistical inference using confidence intervals and hypotheses testing. (CSU/UC\* transferable) \*UC transfer limit – maximum credit 4 units; maximum credit one course between MATH 14 and MATH 14S

#### MATH 41A CONCEPTS OF ELEMENTARY MATHEMATICS – 3 Units

**Prerequisite:** MATH 102 with a grade of C or higher, or Math Placement Level 4 or higher

**Class Hours:** 54 lecture total

**C-ID:** MATH 120

This course emphasizes the development of quantitative reasoning skills through in-depth investigations of mathematics topics, which include: patterns and sequences, inductive and deductive reasoning, problem solving, logic, set theory, set of real numbers and its subsets. (CSU/UC\* transferable) \*UC transfer limit – maximum credit one course between MATH 41A and MATH 41B

#### MATH 41B CONCEPTS OF ELEMENTARY MATHEMATICS – 3 Units

**Prerequisite:** MATH 102 or MATH 102X with a grade of C or higher, or Math Placement Level 4 or higher

**Advisory:** ENGL 196 with a grade of C or higher, or English Placement Level 6 or higher

**Notes:**

1. MATH 41A is not a prerequisite for MATH 41B.
2. This course is valuable for students intending to become elementary



**APPRAISER CERTIFICATION BOARD**

September 7, 2023

# **Agenda Item 4**

1 (j) IAA0 – 2023 GIS/Valuation Conference



**Nevada Department of Taxation  
Property Tax Appraiser Continuing Education  
New Course Application**

Return this form to:  
Division of Local Government Services  
1550 College Parkway  
Carson City, Nevada 89706

*Please Print or Type:*

**COURSE INFORMATION** (A person who wishes to receive contact hours for a course of continuing education that has not been previously approved, must apply for such approval.)

NAME OF REQUESTER [REDACTED]	TITLE <b>Senior Appraiser</b>
TITLE OF COURSE <b>IAAO + VRISA 2023 GIS/Valuation Technologies Conference</b>	
VENDOR/PROVIDER	

1. Course Summary: **see attached exhibit "A"**

2. What are the hours of instruction? **various - please see attached**

3. What is the completion date? **April 3<sup>rd</sup> - 6<sup>th</sup> 2023**

**SUBJECT CLASSIFICATION - CHECK ALL THAT APPLY**

- |   |  |
|---|--|
| <input checked="" type="checkbox"/> Mass Appraisal Concepts and Applications              | <input type="checkbox"/> College or Professional Level Accounting, Finance, Statistics or Other Appraisal Subjects |
| <input checked="" type="checkbox"/> IAAO Standards  | <input checked="" type="checkbox"/> GIS, Mapping, CAMA   |
| <input checked="" type="checkbox"/> Residential, Commercial/Industrial Appraisal          | <input type="checkbox"/> Laws Relating to Real Estate, Water or Mining   |
| <input type="checkbox"/> Unitary/Centrally Assessed Property Appraisal                    | <input type="checkbox"/> Professional Ethics   |
| <input type="checkbox"/> Legal Documents (Deeds, Titles, Leases, etc.)                    | <input type="checkbox"/> Other   |
| <input type="checkbox"/> Nevada Statutes or Regulation, Appraisal or Assessment Standards |  |

If other, please describe why the course is applicable to appraisal and/or property tax.

**REQUIRED MATERIALS TO BE SUBMITTED WITH APPLICATION INCLUDE:**

- Detailed Course Outline
- Syllabus or Course Material

SI [REDACTED] \_\_\_\_\_ Date **4/1/2023**

For Department Use Only			
NUMBER OF CREDIT HOURS GRANTED	NUMBER OF CREDIT HOURS APPEARING ON TRANSCRIPT	MILESTONE APPLIED TO	TOTAL HOURS FOR THIS MILESTONE

Verified by: \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

Division of Local Government Services

# Exhibit "A"

## Class Descriptions

**Solving Everyday Problems with Fast & Easy Map Visualizations (Half-Day) Workshop**  
**Monday, April 3, 2023 - 8:00 AM - 12:00 Noon (4 HRS)**  
**Room: Ballroom D**  
**Instructor: Will Jarvis, CEO, ValueBase**

The human eye is a massively powerful data recognition tool. When data is presented in the correct visual format, our eyes are able to pick out obvious patterns and insights that's just impossible if the same data is presented as rows or figures in a CAMA or spreadsheet. And yet, many assessors struggle with using visualization tools effectively. The most common complaints tend to be that the tools are too technically challenging, or that setting up the visualization interrupts the assessor's workflow.

The good news is that the state of mapping technology has changed considerably in recent years, and there are a variety of free tools assessors can make use of that make visualization simple and easy. I'll show you how to set up a fast and easy visualization workflow that generates maps that solve real everyday problems.

### Learning Objectives

- How to set up a workflow
- How to get maps to update from your data automatically
- How maps can solve everyday problems such as Outlier detection, Data quality validation, and neighborhood segmentation

**A Tour of Regression**  
**Tuesday April 4, 2023 10:30am - 12:00pm PDT**  
**Ballroom E**

(1.5 HRS)

Modelers from various jurisdictions around the U.S. explore nine types of regression analyses.

- 9 Types of Regression Analysis  
*James (Russ) Thimgan, Partner, Thimgan & Associates, Goodyear, AZ*

**Land, Land, Land**  
**Tuesday April 4, 2023 2:00pm - 3:30pm PDT**  
**Ballroom E**

(1.5 HRS)

- Land Matters: The Past, Present, and Future of Land Valuation Methodologies and Practices  
*Will Jarvis, CEO, ValueBase*
- Land Valuation using GWR  
*Daniel Fasteen, Ph.D., Property Valuation, Modeling, and Analytics Expert*  
*Paul Bidanset, Ph.D Candidate, Founder, Center for Appraisal Research and Technology, Washington, DC*

**Map Based Assessment Analysis**  
Tuesday April 4, 2023 4:00pm - 5:00pm PDT  
Ballroom D

(1 HRS)

Discussion of land valuation methodologies. The first presentation concentrates on a survey of methods both old and new and the second focuses on GWR and the Allocation method.

Are you using 1990's technology? Tennessee was. They modernized with a GIS map-based system to analyze property sales and calculate sales ratios. Attend this session and learn how Tennessee modernized to support both state staff and county property assessors.

- Journey to MAARS...Mass Appraisal Analysis and Reporting System  
*Ken Morrell, Manager, Tennessee Comptroller of the Treasury, Division of Property Assessments*  
*Jeff Warner, Lead Software Developer, Tennessee Comptroller of the Treasury, Technology Solutions*

**Boosting Appraiser Efficiency with AI and Machine Learning**  
Wednesday April 5, 2023 9:00am - 10:00am PDT  
Ballroom F

(1 HR)

Faced with staffing shortages, an aging workforce, and a growing volume of appeals, counties nationwide need assessors with any degree of experience to produce fair, equitable and defensible appraisals faster than ever before. This session is a case study on how data unification, AI and machine learning are being used to boost appraiser efficiency and direct enrollment.

- Boosting Appraiser Efficiency with Enterprise AI and Machine Learning  
*Sohaib Shaikh, C3 AI*  
*Christopher Gray, Riverside County Assessor, CA*

**Street level Imagery/Data Collection: Smart City Deployment**  
Wednesday April 5, 2023 10:30am - 12:00pm PDT  
Ballroom F

(1.5 HRS)

Explore a practical approach to data collection and smart city applications to highlight how modern, GIS-enabled technologies support operational efficiencies across multiple departments. This session highlights recent and successful efforts by the City of Las Vegas to execute a citywide data collection project.

*Connor Burns, Sales Manager, Cyclomedia, Long Beach, CA*

**Automate Assessment Tasks with GIS**  
Wednesday April 5, 2023 2:30pm - 4:00pm PDT  
Ballroom D

(1.5 HRS)

We do many things manually because that's the way we've always done it. Whether is accessing and collecting data in the field or simply automatically filling a form, your GIS has many capabilities to help you work more efficiently. Attend this session and leave with new ways you can leverage your GIS investment

- Increasing Appraisal Capacity in the Big Apple with Mobile Technology  
*Howard Wong, Senior Director, New York City Department of Finance, New York, NY*  
*Daniel Anderson, Vice President, Practice Leader, Data Cloud Solutions, A Woolpert Company*
- GIS Document Integration  
*James Werner, Project Manager, Tippecanoe County Assessor, Lafayette, IN*  
*Samantha Steele, Commissioner, Cook County Board of Review, 2nd District, Chicago, IL*

### **Equity: Getting the "Gini" Out of the Bottle**

**Thursday April 6, 2023 8:30am - 10:00am PDT**  
**Ballroom E**

(1.5 HRS)

MPAC dives into an alternative equity measure called the Gini Index and provides results of their research on several market areas. Additionally, a discussion of innovative approaches to visualizing assessment equity (and disparity) using GIS.

- Examining Assessment Equity with the Gini Index in Ontario, Canada  
*James Ellens, Data Science Manager, Municipal Property Assessment Corporation, Canada*  
*Michael Boateng, Data Analyst, Municipal Property Assessment Corporation, Canada*
- Using GIS Technology to Establish Environmental Equity in Tax Assessment Appeals  
*James Werner, Spatial Data Analyst of the Cook County Board of Review*  
*Samantha Steele, Commissioner for District 2 of the Cook County Board of Review*  
*Dan Balanoff, First Assistant Commissioner for District 2 of the Cook County Board of Review*

(1.5 HRS)

### **Closing Keynote:**

After a few days of important education, training, and conversation, we will wrap things up with a closing keynote address. Andy Krause, Ph.D., Senior Manager, Applied Science at Zillow, leads new research and development for Zillow's Zestimate and related home valuation products. Before Zillow, he taught research methods and data science at the University of Melbourne and worked as a data scientist developing Automated Valuation Models. He will speak on the challenges caused by housing market disruptions on AVMs and departments maintaining mass appraisal functions.