

**ATLANTIC CAPE COMMUNITY COLLEGE
CURRICULUM COMMITTEE**

FINAL REPORT

2015-2016

1. Elect a chair at the final meeting of the 2015-2016 academic year, and email this selection to the Vice President of Academic Affairs, Chair of the FAEC, and the Deans of Liberal Studies, Career Education, STEM Programs, and Academy of Culinary Arts. Laura Campbell will serve as secretary.
J. Katz was elected as chair for the Fall 2015 semester. She will be on Sabbatical leave during the spring. J. Taggart will serve as chair during the Spring 2016 semester. On May 12, 2016, the Committee elected Josette Katz to serve as the 2016-2017 Committee Chair.
2. Review these charges to be sure that (1) the recommended charges of the previous year were addressed, (2) minutes of all meetings conducted in the previous year were submitted online to <http://venus.atlantic.edu/facultyassembly/minutes/upload> (username - xxxxx; password – xxxx), (3) all normal standing charges are included, (4) the charges listed are correct, still valid and properly placed, (5) charges that were completed aren't repeated and (6) the charges are clear. Email corrections and changes to the Secretaries of the FAEC.
Charges were reviewed. Approved meeting minutes are posted on the Curriculum Committee's web page.
3. Minutes of the committee meetings should be submitted to the Vice President of Academic Affairs and Deans of Liberal Studies, Career Education, STEM Programs, and Academy of Culinary Arts. An additional copy of all committee meeting minutes shall be submitted to the Chair of the FAEC electronically via <http://venus.atlantic.edu/facultyassembly/minutes/upload> (username - xxxxx; password – xxxx) under the appropriate committee category. Minutes of all meetings and a description of your activities should be posted on Atlantic Cape's website, along with a list of members. A progress report is due by December 15. A year-end report is due by the end of May. Reports should also be uploaded to the web.
Approved meeting minutes and current versions of all Forms have been posted to the Curriculum Committee's web page along with current membership list for 2015-16.
4. Review changes in curriculum (courses, programs, & professional series) submitted by departments and forward recommendations to the VP of Academic affairs. Ensure there is no course duplication. Ensure that all new courses and programs, and any changes to existing courses and programs, are consistent with the mission of the College, meet College-wide standards and policies, and conform to all State and licensing regulations. Ensure that all courses contain four categories: Learning Goals, Student Learning Outcomes, Learning Objectives, and Assessment Strategies. The syllabus included with all submissions should demonstrate alignment of the Learning Objectives with the Student Learning Outcomes, the Student Learning Outcomes with the Learning Goals, and the Assessment Strategies with the Student Learning Outcomes.
See below for a list of curriculum changes for 2015-16.
5. Coordinate the collection of Learning Outcomes for Professional Series programs from impacted departments (ISAS, ACA, Prof. Studies, Social Science) and review to validate measurability. Departments must submit Outcomes by November 25, the deadline for the 2016-2017 Catalog.
After discussions with O. Hernandez, it was decided that the current Learning Outcomes listed in the Catalog for degree programs should be reviewed and revised prior to working on the Professional Series LOs. A joint adhoc subcommittee with several Assessment Committee members has been formed to review and make recommendations to the departments. J. Katz worked with area coordinators to recommend changes for degree program LOs. Coordinators submitted final updates to J. Katz and L. Campbell for inclusion in the 2016-17 Catalog. LOs are now stated in measurable terms.

6. Keep the general education subcommittee active to review general education offerings. Elect a chair of the General Education Subcommittee and email this selection to the Vice President of Academic Affairs, Chair of the FAEC, and the Deans of Liberal Studies, Career Education, STEM Programs, and Academy of Culinary Arts. The secretary of the Curriculum Committee will serve as Subcommittee secretary.

L. Lemons will serve as chair of the General Education Subcommittee. No submissions were received during the fall semester. NJCCC Presidents approved PHYS102 as a general education Science course. In April 2016, the Subcommittee received two additional charges from the spring Curriculum Chair, J. Taggart: 1) Review the Computer Literacy graduation requirement and determine if any changes are needed; 2) Recommend a criteria to define course level numbering.

The Subcommittee met in April and May to address the new charges. Work on the charges will continue in 2016-17. On May 3, ENGL202 was approved by the Subcommittee for initial Gen. Ed. status for Humanities and Diversity categories, and both Integrated Goals (Ethical Reasoning & Action; Information Literacy).

See meeting minutes for more information.

7. Submit recommendations for next year's charges to the Vice President of Academic Affairs, Chair of the FAEC, and the Deans of Liberal Studies, Career Education, STEM Programs, and Academy of Culinary Arts. **At the May meeting, J. Taggart stated that the Vice President may have several charges for next year's Committee. As a result, n additional charges were proposed by the Committee.**

APPROVED CURRICULUM PROPOSALS September 2015– May 2016:

NEW COURSES

ARTS290-Fine Arts Capstone Portfolio
AVIT140-Unmanned Aircraft Systems Operation-Multi-Rotor
AVIT286-Multi-Engine Pilot
AVIT288-Commercial Helicopter Add-On
CDCC105-Early Childhood Health, Safety & Special Needs
CDCC106-Early Childhood Social/Emotional Guidance
CDCC250-Infant/Toddler Practicum
ENGL202-Race and Ethnicity in Literature
MATH099-Accelerated Elementary Algebra
RADX101-Patient Care in Radiologic Sciences I
RADX102-Radiographic Procedures I
RADX103-Principles of Imaging I
RADX104-Clinical Radiography I
RADX105-Radiographic Procedures II
RADX106-Principles of Imaging II
RADX107-Patient Care in Radiologic Sciences II
RADX108-Radiologic Physics
RADX109-Clinical Radiography II
RADX201-Clinical Radiography III
RADX202-Radiographic Procedures III
RADX203-Digital Imaging
RADX204-Radiation Biology & Protection
RADX205-Introduction to Advanced Modalities
RADX206-Clinical Radiography IV
RADX207-Clinical Radiography V

COURSE CHANGES

AVIT110-Private Pilot Ground School, title chg. *Aeronautical Knowledge*. (effective Fall 2016)
AVIT220-Instrument Pilot Ground School, title & prereq. chg. *Instrument Pilot Knowledge*. Prereq. from AVIT210 → AVIT210 or AVIT145 may be taken concurrently. (effective Fall 2016)
AVIT260-Commercial Pilot Ground School, title & prereq. chg. *Commercial Pilot Knowledge*. Prereq. from AVIT240 → AVIT240 or AVIT255 may be taken concurrently. (effective Fall 2016)

AVIT210-Private Pilot, cr. hr chg. from 1-4-2 to 2-3-3, flight hrs revised from 65 to 35 plus 14 hrs. of pre- & post-flight briefing; course description revised (effective Fall 2015)

AVIT240-Instrument Pilot, cr. hr chg. from 3-4-4 to 3-3-4, flight hrs revised from 55 to 35 plus 13 hrs of pre- & post flight briefing; course description revised (effective Fall 2015)

AVIT280-Commercial Pilot, cr. hr chg. from 3-8-5 to 4-8-6, flight hrs revised from 130 to 120 plus 10 hrs of pre- & post flight briefing; course description revised (effective Fall 2015)

AVIT145-Private Pilot Helicopter, cr. hrs chg. from 1-3-2 to 3-5-4, flight hrs revised from 65 to 56 plus 20 hrs of pre- & post flight briefing; course description revised (effective Fall 2015)

AVIT255-Instrument Pilot Helicopter, cr. hrs chg. from 3-4-4 to 3-5-4, flight hrs revised from 55 to 58 plus 17 hrs of pre- & post flight briefing; course description revised (effective Fall 2015)

AVIT265-Commercial Pilot Helicopter, cr. hrs chg. from 3-4-4 to 2-9-5, flight hrs revised from 60 to 115 plus 30 hrs of pre- & post flight briefing; course description revised (effective Fall 2015)

AVIT282-Helicopter Flight Instructor, cr. hrs chg. from 1-1-1 to 2-2-2; added 7 hrs of pre- & post flight briefing; course description revised (effective Fall 2015)

BIOL120-Human Anatomy & Physiology II, crse number & prereq. chg. Crse number **BIOL220**; added ENGL080 with a grade of C or better or Placement into ENGL101 to prereq. (effective Fall 2016)

BIOL121-Human Anatomy & Physiology II, crse number chg to **BIOL221**. (effective Fall 2016)

BIOL205-Genetics, prereq chg from BIOL110 & CHEM111 → BIOL109 & CHEM110 w/grades of C or better or permission of instructor. (effective Fall 2016)

BUSN102-Principles of Marketing, crse number chg to **BUSN202** (effective Fall 2016)

BUSN120-Principles of Management, course number chg to **BUSN222** (effective Fall 2016)

CDCC/EDUC130-Early Childhood Practicum, crse number chg to CDCC/EDUC252 (effective Fall 2017)

CISM270-iPhone Programming, description change. (effective Spring 2017)

ENGR202-Solid Mechanics, title chg to **Mechanics of Materials** (effective Fall 2016)

ECON-110-Macroeconomics, prereq. chg to “MATH074 with a grade of C or better or Placement test score or SAT score. Note: ECON210 may be taken concurrently.” (effective Fall 2016)

ECON111-Microeconomics, crse number chg to **ECON210**; prereq. chg to ECON110 (may be taken concurrently) or permission of instructor (effective Fall 2016)

ENVL200-Environmental Science, prereq. chg – remove ESCI100 (effective Fall 2016)

ENVL221-Physical Geography, prereq. chg – Remove ESCI100 and Add ENVL200. (effective Fall 2016)

SOCL102-Contemporary Social Problems, course number changed to SOCL200

DROPPED COURSES

ALHT160-Essentials of Culinary Nutrition (drop course)

ESLN065-Language Skills/Grammar Review (drop course)

HIST109-History and Culture of China, drop course (effective Spring 2016)

HIST111-History and Culture of Ireland, drop course (effective Spring 2016)

HIST119-History of South Jersey, drop course (effective Spring 2016)

SOCL201-Urban Sociology, drop course (effective Fall 2016)

SPECIAL TOPICS

AVIT125-Special Topics in Aviation Studies, New topic: Small UAS Operations-Rotor-Wing (effective Spring 2016)

NEW PROGRAMS

Business Administration, new certificate prog. Code: BUSC.CER (effective Fall 2016)

Child Development and Child Care, A.A.S., new degree (effective Fall 2017)

Fine Arts Professional, new prof. series. Code: ZFAP.PRO (effective Fall 2016)

Fine Arts Studies, A.F.A., new program. Code: (effective Fall 2017)

Preschool through Grade 3 Education, A.A., converting option to degree (effective Fall 2017)

Studio Arts, A.A., converting option to degree (Fall 2017)

PROGRAM CHANGES

Biology, A.S., *prog changes: Added BIOL205 and PHYS126 to Program Electives (effective Fall 2016)*

Biomedical Science, A.S., *prog chg: Gen. Ed. History selection expanded to "Choose: HIST100, HIST102, HIST103, or HIST104. (effective Fall 2016)*

Business Administration, A.A.S., *prog. chg; credit chg. Removed BUSN247 from Prog. Courses. Total credits from 64 → 61. (effective Fall 2017)*

Business Administration, A.S., *prog. chg; credit chg. Removed BUSN247 from Prog. Courses. Total credits from 65 → 62. (effective Fall 2017)*

Computer Information Systems, *prog. chg: Replaced MATH156 w/ MATH220. (effective Fall 2016)*

Computer Programming, A.A.S., *prog. chg; CISM270 requirement changed to CISM270 or CISM271. (effective fall 2017).*

Helicopter Pilot Option, Aviation Studies, A.S., *prog. chg. Remove TCOM125; Add AVIT110 and AVIT282. Total credits from 64 → 66. (Apprvd in May. effective Fall 2016) *See admin. chgs. on pg.4*

Pre-Engineering, A.S., *title changed to Engineering, A.S. (effective Fall 2016)*

Professional Pilot Option, Aviation Studies, A.S. *prog. chg. Remove: AVIT135; Add AVIT276, AVIT278, & AVIT286. Total cr. from 64 → 66 (effective Fall 2016; Submitted in May. Not in catalog). *See admin. chgs. On pg.4*

Small Business Management Specialist, *title changed to Entrepreneurial Professional (New program Code: ZENP.PRO); (effective Spring 2016)*

Nursing, A.A.S., *prog. chg.: under Prog. Courses- "Choose HIST101 or HIST102" chg. to HIST102. (effective Fall 2016).*

Radiologic Technology, A.A.S., *Gen ed chg: Under Communication: Added "Choose COMM110 or COMM120"; Deleted "General Education Elective"; Under Math-Science-Tech: Removed PHYS100 and Added: BIOL220 & BIOL221 (formerly, BIOL120 & BIOL121); Deleted Humanities requirement. Under Program Courses: Removed BIOL118. Added 16 RADX courses under SMC courses work (38 credits); Total degree cr=68 (effective Fall 2016)*

DROPPED PROGRAMS

Restaurant Supervision Professional Series, *drop prof. series (effective Fall 2016)*

Electronic Business Professional, *drop prof. series program (effective Spring 2016)*

Respiratory Therapy, A.A.S., *drop program (effective Fall 2016)*

ADMINISTRATIVE CHANGES - Changes made by administration that did not go through the Curriculum Committee

Course Changes

MATH155-Calculus I, *Credits changed from 5-1-5 to 4-0-4 (5 credits → 4 credits). (effective Fall 2016)*

MATH156-Calculus II, *Credits changed from 5-1-5 to 4-0-4 (5 credits → 4 credits). (effective Fall 2016)*

MATH255-Calculus III, *Credits changed from 5-1-5 to 4-0-4 (5 credits → 4 credits). (effective Fall 2016)*

Program Changes

Biomedical Science, A.S. - Change needed due to Calculus course credit reduction.

CHEM110 moved from Prog. Courses to Gen. Ed. Math-Sci-Tech. section in order to meet gen ed. credit criteria for AS degree. Total degree credits= 64 (effective Fall 2016)

Computer Information Systems - Change needed due to Calculus course credit reduction.

Removed ECON110 (Prog. course) and added MATH220 (Gen Ed. Math-Science-Tech). Total degree cr= 60 (effective Fall 2016)

Professional Helicopter Pilot Option, Aviation Studies, A.S. - Change needed due to credit increase for AVIT145, AVIT265 & AVIT282.

January change - Removed BUSN120 from Prog. Courses to keep credits under 66 maximum. Total degree credits=64

July changes – Removed AVIT145. VA will not cover program if Private Pilot is included.
Total degree credits=62

Professional Pilot Option, Aviation Studies, A.S., Change needed due to credit increase for AVIT courses.

January change - Removed BUSN120 from Prog. Courses to keep credits under 66 maximum. Total degree credits=64

July changes – Removed AVIT210, AVIT278 & AVIT286. Total credits=61.

VA will not cover program if Private Pilot is included. Ocean Aire Flight School doesn't have 141 status for Airplane Flight Instructor. VA will not cover courses unless flight school has 141. Multi-Engine Pilot not included in Ocean Aire contract. Course fee did not go to Board.