

**ATLANTIC CAPE COMMUNITY COLLEGE
CURRICULUM COMMITTEE**

November 12, 2015

Minutes – *Approved*

Attendance: R. Benner, M. Huber, L. Ingram, J. Katz, S. Shields, D. Coulter, C. Fortune, M. Bolicki, L. Lemons, K. Zaniewski, E. Russell, K. McClay, H. Peterson, J. Wallace. Secretary, L. Campbell. Guests: D. Huey, K. Giulian, C. Knowles, Z. Xu, A. Jou.

Approval of October minutes – The minutes were approved with the addition of L. Ingram to the attendance list.

Curriculum Proposals

AVIT210-Private Pilot, *course change*, J. Taggart

AVIT240-Instrument Pilot, *course change*

AVIT280-Commercial Pilot, *course change*

AVIT145-Private Pilot Helicopter, *course change*

AVIT255-Instrument Pilot Helicopter, *course change*

AVIT265-Commercial Pilot Helicopter, *course change*

AVIT282-Helicopter Flight Instructor, *course change*

J. Taggart discussed the need to adjust the flight hours for our flight classes. This will affect course descriptions and credits. The VA did a national audit of all flight schools in the U.S. that has enrolled VA students. They decided that the FAA minimum flight hours must be used in order for VA students to receive funding for the courses. When we originally developed these courses, we used a national average to determine the total number of hours most people require to complete all three levels of flight certification. The VA will not allow this so we are adjusting to the minimums. If a non-VA student needs additional hours to complete a course we have a 1 credit Aeronautical Skills course. The VA does not impose as many restrictions on Flight Schools that own or lease their planes.

A question was asked about the impact of reducing the hours upon student success rates. J. Taggart explained that if a student begins having trouble during flight training, they can use the simulator to practice that skill, and then resume flight training when he/she is ready. There are currently around five students enrolled in Helicopter training, and nine in fixed wing courses. Our first student completed Commercial pilot and has successfully transferred to a college in North Dakota to continue his training.

A member asked how much of the program costs could be covered by Financial Aid (for a student who qualifies for everything). J. Taggart said fin. aid will cover approximately 25% of the total costs. The student would need loans or other resources to cover the balance.

APPROVED

HIST109-History and Culture of China, *drop course*, **R. Benner** (*for R. Gibbons*)

HIST111-History and Culture of Ireland, *drop course*

HIST109 and HIST111 were developed by R. Benner back in 2003-2004, and were taught by him in the evenings. Due to schedule changes, he is now teaching other courses and the department has been unable to find faculty to teach them. In addition, enrollment in the History Option has been slowly decreasing.

APPROVED

HIST119-History of South Jersey, *drop course*

This course was previously taught by a staff member who retired several years ago. It ran one semester a year, and had good enrollment, but we do not currently have an instructor qualified to teach it.

It was suggested that perhaps local historical societies might be able to recommend a knowledgeable person who could teach the course if the department would like to consider keeping the course active. Another suggestion was to broaden the content to include all of NJ, but a new course might be needed to accomplish this. R. Benner requested that the course be dropped.

APPROVED

Fine Arts Professional Series, *new prof. series*, **C. Knowles**

The Series is designed for students to take basic art courses and attain skills in creating original pieces of fine art and give them a credential to begin exhibiting professionally in galleries or community-based venues. Credits earned may be applied toward the Studio Arts Option. The program will be marketed to community members. The continuing education weekend art series sells out on a regular basis so we may be able to tap into that population for our credit courses.

APPROVED

BIOL205-Genetics, *prerequisite change*, **Z. Xu**

The current prerequisites are CHEM111 and BIOL110. Students are required to take both courses in the Biology, A.S. program, however, the content of these courses doesn't significantly increase their knowledge base for the study of Genetics. Students will receive the background they need from CHEM110 and BIOL109. This change will also provide more flexibility for students.

APPROVED

Biology, A.S., *program change*, **D. Huey**

BIOL205-Genetics, is being added to the Biology, A.S. degree program electives. Genetics is a required course for most B.S. degrees, especially for students who want to pursue careers in a medical field. The course will transfer to Stockton, Rutgers, and Rowan.

APPROVED

ENGR202-Solid Mechanics, *title change: Mechanics of Materials*, **A. Jou**

Mechanics of Materials better reflects the actual course content. Solid Mechanics deals with quantum physics and objects in motion. Other colleges use the new title for similar courses, including Rutgers, Drexel and NJIT.

APPROVED

ENGR203-Introduction to Computing for Engineers, *new course*, A. Jou

New course to introduce engineering students to MATLAB, a programming language & development environment for engineers and scientists. Rutgers' School of Engineering will accept the course and similar courses are offered at NJIT and Drexel. A member asked about Rowan. A. Jou mentioned that Rowan generally doesn't accept transfer students into their engineering program, but he'll look into it.

J. Taggart stated that the ISAS Department has requested that this course be tabled so they can discuss some questions/concerns with A. Jou. The Committee voted to table the course.

TABLED

Restaurant Supervision Professional Series, *drop series*, K. Giulian

The department has been reviewing programs, courses and enrollment numbers. The Restaurant Supervision Prof. Series has had very low enrollment (4 current students. No new students since 2013, and no students have every earned the certificate, per IR). Due to the low interest in the series, it is being dropped. The courses in the series will still be offered.

APPROVED

BUSN120-Principles of Management, *course number chg.*, K. Giulian

BUSN102-Principles of Marketing, *course number chg.*, K. Giulian, J. Katz

The department has reviewing its courses and has determined that the content of these courses warrants a 200-level number. Other NJ community colleges were examined and a majority offer these courses at the 200-level. A member asked about prerequisites. While there are no prereqs. BUSN101 is a required program course and sequencing/advising will help students take courses in order. BUSN101 in a survey course and covers many business-related areas (e.g. economics, accounting, management, marketing, etc.), but doesn't go into depth.

APPROVED

Adjournment