

ATLANTIC CAPE COMMUNITY COLLEGE

CURRICULUM COMMITTEE

December 21, 2017

Minutes -approved

Attendance: M. Bolicki, L. Campbell, A. Chelius, B. Clark, D. Coulter, M. Kammer, J. Katz, L. Lemons, L. McGlynn, A. Nigro, W. Osler, H. Peterson, A. Polanco, E. Russell, J. Taggart, K. Zaniewski.

Guests: D. Wyks, K. Guilian, M. Keklak

I. Approval of November minutes – The minutes were approved as submitted.

II. Curriculum Proposals

Criminal Justice, A.S., program requirements, D. Wyks

The general education requirement under Math-Science-Technology, *CHEM102-Forensic Science or any General Education Science course*, will change to *General Education Science course*. CHEM102-Introduction to Forensics, doesn't transfer well. Also, due to limited section offerings, some working students are not able to fit the course into their schedules.

APPROVED

CRIM190-Special Topics in Criminal Justice, FYI: new topic for Spr. 2018- White Collar Crime-D. Wyks

The topic of White Collar Crime will be offered during the Spring 2018 semester.

Business Administration, AS, program requirements, K. Guilian

The general education Humanities requirement, *Choose ARTS103, ARTS108, ARTS109, ARTS115, DANC170, MUSC100, or THEA110* is changing to any approved gen. ed. Humanities course. The requirement for Humanities will now read: *Choose 2 General Education Humanities courses*. This change will provide students will more course options and greater flexibility.

There was a discussion about the possible impact that this change might have on enrollment in the list of Humanities courses. The same list appears in a number of degree programs. If other departments decide to change the requirement, enrollments could drop in the courses listed.

APPROVED

BUSN212-Digital Marketing, one time only course, K. Guilian, J. Katz

Technology has changed the way marketers reach potential customers. Many companies are moving away from traditional print and using digital advertising. This course will be offered in the Fall 2018, and may be converted to a permanent course offering in the future.

APPROVED

Medical Laboratory Technology, A.A.S., new joint-degree, M. Keklak

The top three employment opportunities in Atlantic and Cape May counties include health care fields. This degree will give our students another option to move into a health care. The Medical Laboratory Technology program will be offered as a 1+1 joint-degree with Mercer County Community College, which already has an established, accredited program. Atlantic Cape and Mercer have an agreement for Atlantic Cape students to complete 35 credits of general education coursework on our campus, and then apply for admission to Mercer's program to complete the 31 credits of professional coursework. Mercer's program is competitive and 5-10 seats will be available for Atlantic Cape students each year.

APPROVED

Biology, A.S., program requirements, L. Lemons (for B. Heard)

ENVL205-Ecology, is being added to the list of program electives from which students select 12 credits. The course is a good fit for Biology majors and may help boost enrollment in the course.

APPROVED

AVIT145-Private Pilot Helicopter, *description change (Note: prereq. changes were withdrawn after discussion during the mtg)*, **J. Taggart**

The number of required flight hours are changing and ground instruction hours have been added to the course description. The college is working toward establishing a new way of training students. There are two sets of FAA rules: Part 61 and Part 141. The College is changing to Part 61 due to VA requirements for student funding. The College is beginning to explore the possibility of developing a Career Pathway which could allow students who earn a two year degree and then gain employment with commercial airlines.

Prerequisite changes - The prerequisite change from US Citizenship to either *US Citizenship or TSA approval*, would allow open up the program to International students, which could expand enrollment.

Another proposed addition to the prerequisite was “*The student must be able to read, speak, write, and understand the English language...*” J. Taggart explained that the Certified Flight Instructor determines if a student satisfies the speaking requirement. It is a subjective determination. After a lengthy discussion, the Committee decided that the College does not currently have a test or mechanism available to confirm that a student is able “speak” and “understand” the English language prior to enrolling in a course. As a result, J. Taggart agreed to remove the proposed prerequisite changes from all of the AVIT course forms and bring those changes to a future Curriculum meeting.

APPROVED – *description change*

AVIT210-Private Pilot, *credits, description change (Note: prereq. changes were withdrawn after discussion during the mtg)*

Hours are changing in the descriptions and as a result, the credit hours are changing from 2-3-3 → 3-3-4

APPROVED-*description and credit change*

AVIT240-Instrument Pilot, *credits, description change (Note: prereq. changes were withdrawn after discussion during the mtg)*

Hours are changing in the descriptions and as a result, the credit hours are changing from 3-3-4 → 2-2-2

APPROVED-*description and credit change*

AVIT278-Airplane Flight Instructor, *description change (Note: prereq. changes were withdrawn after discussion during the mtg)*

Hours are changing in the descriptions but will not affect course credits.

APPROVED-*description change*

AVIT280-Commercial Pilot, *credits, description change (Note: prereq. changes were withdrawn after discussion during the mtg)*

Hours are changing in the descriptions and as a result, the credit hours are changing from 4-8-6 → 2-8-4.

APPROVED-*description and credit change*

AVIT286-Multi-Engine Pilot, *prereq.change - J. Taggart withdrew this proposal at the meeting.*

III. Other Business

Beginning January 2, J. Katz will begin serving as Interim Vice President of Academic Affairs and must step down as Curriculum Chair. L. Lemons agreed to serve as Chair during the Spring 2018 semester.