

# ***EXHIBIT B***



## BOARD OF TRUSTEES

### Bylaw, Policy, and Curriculum Committee Agenda Items

**To:** Board of Trustees  
**From:** Office of the President  
**Date:** February 19, 2014

The following Bylaw, Policy, and Curriculum Committee items are recommended to the Ocean County College Board of Trustees for approval at its meeting on **Monday, February 24, 2014**:

1. Recommend revision of Policy #3111, Academic, General Qualifications (**Exhibit B-1**)
2. Recommend approval of the temporary suspension of Policy #3074, Alcohol- and Drug-Free Workplace, and Policy #5246.1, Campus Life, Drugs, during the dinner hours of the Professional Retreat held on campus by the firm of Carluccio, Leone, Dimon, Doyle & Sacks, L.L.C., on Wednesday, February 12, 2014.

## ***EXHIBIT B-1***

Ocean County College, Toms River, NJ

ACADEMIC  
General Qualifications #3111

POLICY

Training and Experience

All candidates for full-time ~~10-month full-time~~ faculty or 12 month lecturer positions at on the faculty of Ocean County College shall meet the following minimum requirements:

1. Master's ~~d~~Degree Requirement in the field of specialization for which he/she is making application or a Master of Arts degree in Teaching from a regionally accredited institution of higher education.

a. ~~Master's degree from a regionally accredited institution of higher education in the field of specialization for which he/she is making application.~~

b. ~~M. Ed or MAT in Math to teach developmental Math or  
M. Ed or MAT in English to teach developmental English~~

2. Two years of successful teaching experience with ~~demonstrated ability in his/her field.~~

All candidates for adjunct faculty positions at on the faculty of Ocean County College shall meet the following minimum requirements:

1. Master's ~~d~~Degree Requirement in the field of specialization for which he/she is making application for a Master of Arts degree in teaching from a regionally accredited institution of higher education.

a. ~~Master's degree from a regionally accredited institution of higher education in the field of specialization for which he/she is making application or~~

b. ~~M. Ed or MAT in Math to teach developmental Math or  
M. Ed or MAT in English to teach developmental English~~

a.e. A Master's degree in a related field related to the one for which he/she is making application plus 18 graduate credits in the field for which he/she is making application or may be substituted for a Master's degree in the field of specialization.

b.d. Related professional field experience, certification, or licensure may be substituted for a Master's degree in the field of specialization with the written approval of the Department Dean, the Vice President of Academic Affairs, and

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~~the President. Master's degree in a different field from the one for which he/she is making application plus a written rationale, submitted by the dean and approved by the VPAA and President, stating why the individual is qualified to teach the course(s) as an Emergency Hire for one semester only.~~

2. ~~Two years of successful teaching experience\*in his/her field. with demonstrated ability preferred.~~

Note 1— ~~\*Related professional field experience may be substituted in lieu of teaching experience with the approval of the Vice President of Academic Affairs.~~

Note 2 ~~A Master's degree in a different field from the one for which the candidate is making application may be acceptable as an Emergency Hire for one semester only provided a written rationale is submitted by the Dean and subsequently approved by the Vice President of Academic Affairs and the President. For an adjunct appointment, related professional field experience, certification, or licensure may be substituted for a master's degree in the field of specialization with the written approval of the Department dean, the Vice President of Academic Affairs, and the President~~

ADOPTED: February 28, 1966  
 REVISED: September 28, 1970  
 REVISED: March 24, 2003  
 REVISED: May 4, 2004  
 REVISED: November 3, 2008  
 REVISED: December 5, 2011  
 REVISED: February 24, 2014