

EXHIBIT B



BOARD OF TRUSTEES

Bylaw, Policy, and Curriculum Committee Agenda Items

To: Board of Trustees
From: Office of the President
Date: March 25, 2015

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, March 30, 2015**:

1. Recommend approval of the Ocean County College 2016-17 and 2017-18 Academic Calendars (**Exhibit B-1**).
2. Recommend adoption of a resolution to approve name changes to the Academic Schools (**Exhibit B-2**).
3. Recommend approval of the following items as accepted by the College Senate at its meetings on March 4, and March 18, 2015:
 - a. Revised Programs
 - 1) A.S. General Studies (**Exhibit B-3**)
 - 2) A.S. Criminal Justice (**Exhibit B-4**)
 - b. New Certificate Program
 - 1) Certificate of Proficiency in Theatre Production (**Exhibit B-5**)

c. New Courses

- 1) CSIT 154: After Affects (**Exhibit B-6**)
- 2) ENGL 231: Classic American and British Detective Fiction (**Exhibit B-7**)
- 3) THTR 210, Stage Management (**Exhibit B-8**)

b. Revised Courses

- 1) ENGL 251, American Literature I (**Exhibit B-9**)
- 2) ENGL 252, American Literature II (**Exhibit B-10**)
- 3) ENGL 253, British Literature I (**Exhibit B-11**)
- 4) ENGL 254, British Literature II (**Exhibit B-12**)
- 5) ENGL 255, World Literature I (**Exhibit B-13**)
- 6) ENGL 256, World Literature II (**Exhibit B-14**)

EXHIBIT B-1

ACADEMIC CALENDAR 2016-2017**Fall Semester 2016**

Thursday, September 1	Colloquium
Wednesday, September 7	Classes Begin
Wednesday, November 23 - Friday, November 25	No Classes
Friday, December 23	Last Day of Classes

Fall 2016 Quick Term

Wednesday, October 12	Classes Begin
Wednesday, November 23 - Friday, November 25	No Classes
Friday, December 23	Last Day of Classes

Winter Intersession (Five-Day Week)

Tuesday, January 3	Classes Begin
Monday, January 16	No Classes
Thursday, January 19	Last Day of Classes

Spring Semester 2017

Friday, January 20	Colloquium
Monday, January 23	Classes begin
Monday, February 20	No Classes
Monday, March 20 - Sunday, March 26	No Classes - Spring Break
Monday, May 15	Last Day of Classes
Thursday, May 25	Commencement

Spring 2017 Quick Term

Tuesday, February 28	Classes Begin
Monday, March 20 - Sunday, March 26	No Classes - Spring Break
Monday, May 15	Last Day of Classes

Summer 2017 First Five Week /Ten-Week Sessions

Monday, May 22	Classes Begin
Thursday, May 25	No Classes - Commencement
Monday, May 29	No Classes - College Closed
Tuesday, June 27	Last Day of Classes (1st 5-week)
Tuesday, July 4	No Classes - College Closed
Wednesday, August 2	Last Day of Classes (10-week)

Summer 2017 Second Five-Week /Six-Week Sessions

Wednesday, June 28	Classes Begin
Tuesday, July 4	No Classes - College Closed
Wednesday, August 2	Last Day of Classes (2nd 5-week)
Wednesday, August 9	Last Day of Classes (6-week)

Summer 2017 Post Session (Four-Day Week)

Monday, August 7	Classes Begin
Wednesday, August 30	Last Day of Classes

ACADEMIC CALENDAR 2017-2018**Fall Semester 2017**

Thursday, August 31	Colloquium
Wednesday, September 6	Classes Begin
Wednesday, November 22 - Friday, November 24	No Classes
Friday, December 22	Last Day of Classes

Fall 2017 Quick Term

Wednesday, October 11	Classes Begin
Wednesday, November 22 - Friday, November 24	No Classes
Friday, December 22	Last Day of Classes

Winter Intersession (Five-Day Week)

Tuesday, January 2	Classes Begin
Monday, January 15	No Classes
Thursday, January 18	Last Day of Classes

Spring Semester 2018

Friday, January 19	Colloquium
Monday, January 22	Classes begin
Monday, February 19	No Classes
Monday, March 19 - Sunday, March 25	No Classes - Spring Break
Monday, May 14	Last Day of Classes
Thursday, May 24	Commencement

Spring 2018 Quick Term

Tuesday, February 27	Classes Begin
Monday, March 19 - Sunday, March 25	No Classes - Spring Break
Monday, May 14	Last Day of Classes

Summer 2018 First Five Week /Ten-Week Sessions

Monday, May 21	Classes Begin
Thursday, May 24	No Classes - Commencement
Monday, May 28	No Classes - College Closed
Tuesday, June 26	Last Day of Classes (1st 5-week)
Wednesday, July 4	No Classes - College Closed
Wednesday, August 1	Last Day of Classes (10-week)

Summer 2018 Second Five-Week /Six-Week Sessions

Wednesday, June 27	Classes Begin
Wednesday, July 4	No Classes - College Closed
Wednesday, August 1	Last Day of Classes (2nd 5-week)
Wednesday, August 8	Last Day of Classes (6-week)

Summer 2018 Post Session (Four-Day Week)

Monday, August 6	Classes Begin
Wednesday, August 29	Last Day of Classes

EXHIBIT B-2



BOARD OF TRUSTEES

RESOLUTION

WHEREAS, Ocean County College wishes to change the names of its Academic Schools; and

WHEREAS, such name changes will assist the College's identification, advancement, and student recruitment initiatives; and

WHEREAS, the change in school names will better reflect the nature and breadth of their respective course and program offerings; and

WHEREAS, these changes are supported by the Academic Leadership Team, Vice President of Academic Affairs, President's Leadership Team, and President;

NOW, THEREFORE, BE IT RESOLVED that the Ocean County College Board of Trustees approves the following school names at Ocean County College:

- ❖ School of Arts and Humanities
- ❖ School of Business and Social Sciences
- ❖ School of Nursing and Health Sciences
- ❖ School of Science, Technology, Engineering, and Mathematics (STEM)

Stephan R. Leone
Secretary

Adopted: March 30, 2015

EXHIBIT B-3

GENERAL STUDIES – A.S. Degree Program - Effective Catalog Year 2014-2015-2016-2017

This degree is for those students who wish to explore career fields or to build an individualized program to meet special career needs by drawing from components of existing career programs.

Students may plan either transfer or career programs to meet the requirements for the Associate in Science degree by completing:

- a. At least 18 hours beyond college core curriculum from one college department
- b. A minimum of 30 hours of general education courses.
- c. Sufficient additional hours to meet the general requirements for the degree as outlined in the section on degrees

GENERAL EDUCATION CORE REQUIREMENTS

COMMUNICATIONS English I / English II	6 cr.
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HUMANITIES One (1) Humanities course selected from the list of Approved General Education Courses	3 cr.
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SOCIAL SCIENCE One (1) Social Science course selected from the list of Approved General Education Courses	3 cr.
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ADDITIONAL HUMANITIES OR SOCIAL SCIENCE CREDIT One (1) Humanities or Social Science course selected from the list of Approved General Education Courses	3 cr.
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MATHEMATICS – SCIENCE – TECHNOLOGY Students must select at least one math course, one lab science course, and one technology course* from the list of Approved General Education Courses. * Students may attempt to “test out” of the technology requirement. If they succeed, they must take an additional course(s) in math, science, or technology from the List of Approved General Education Courses.	9 cr.
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ADDITIONAL GENERAL EDUCATION CREDIT (From list of Approved General Education Courses)	6 cr.
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DEPARTMENT CONCENTRATION	18 cr.
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To satisfy the Department Concentration, students must earn 18 credits from one of several areas. Those areas and the related course prefixes are listed below:

Humanities	ARBC, ARTS, ASLN, CHIN, COMM, CPH, DANC, COEM, ENGL, FILM, FREN, GRMN, COCG, GREK, HEBR, HIST, HONR, HUMN, ITAL, LATN, MUSC, PHIL, RUSS, SPAN, THTR
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Math	MATH
Science	BIOL, CHEM, ENVI, PHYS, SCIE
Social Science	ACAD, ALDC, ANTH, CRIM, ECON, EDUC, FIRE, GEOG, HLSC, HSRV, POLI, PSYC, SOCI
Health and Physical Education	HEHP
Business	BUSN, ACCT, LAAW, ECON*, CSIT**
Computer Science	CSIT**

ELECTIVE COURSES (to total 64 or more cr.)

TOTAL CREDITS 16 cr.
64

** ECON 151 and ECON 152 cannot be applied to this concentration.*

***CSIT 110, CSIT 123, and CSIT 165 cannot be applied to this concentration.*

Note: cr. (credit) = semester credit hour

Courses satisfying general education requirements must be selected from the list of Approved General Education Courses.

Board of Trustees Approval Date: September 24, 2007

Board of Trustees Approval Date: December 1, 2008

Board of Trustees Approval Date: August 24, 2009

Board of Trustees Approval Date: December 6, 2010

Board of Trustees Approval Date: May 28, 2013

EXHIBIT B-4

CRIMINAL JUSTICE - A.S. Degree Program – Effective Catalog Year 2014-2015-2016-2017

Students interested in criminal justice as a career will elect this two-year collegiate program. It is designed for those students planning to transfer to a four-year program in criminal justice. The program suggested below is intended to develop professional criminal justice skills and knowledge along with a basic academic background. Students pursuing this program on a part-time basis should consult an academic advisor for an appropriate sequence.

FIRST SEMESTER

ENGL 151	English I	3 cr.
CRIM 152	Introduction to Law Enforcement	3 cr.
CRIM 150	The Criminal Justice System	3 cr.
POLI 161 or POLI 162	American Federal Government American State and Local Government	3 cr.
_____	Math Gen Ed Requirement (MATH 156 preferred)	<u>3 cr.</u> 15 cr.

SECOND SEMESTER

ENGL 152	English II	3 cr.
CRIM 151	Police Organization and Administration	3 cr.
CRIM 155	Introduction to Corrections	3 cr.
SOCI 181	Introduction to Sociology	3 cr.
CRIM 255	Criminal Law and Procedure	3 cr.
_____	Elective	<u>3 cr.</u> 18 cr.

THIRD SEMESTER

SOCI 231 or SOCI 238	Social Problems or Race and Ethnicity	3 cr.
SCIE 105	Forensic Science	4 cr.
CRIM 254	Constitutional Law and Rules of Evidence	3 cr.
CRIM 236	Criminology	3 cr.
_____	Technology Gen Ed Requirement *	<u>3 cr.</u> 16 cr.

FOURTH SEMESTER

COMM 154	Fund. Of Public Speaking	3 cr.
PSYC 172	General Psychology	3 cr.
CRIM 280 or CRIM 281	Criminal Investigation Criminal Investigation Theory	4 cr. 3 cr.
POLI 185	Public Administration	3 cr.
_____	Humanities Gen Ed Requirement	<u>3 cr.</u> 15-16 cr.

TOTAL CREDITS **64-65**

* Students may attempt to "test out" of the technology requirement. If they succeed, they must take an additional course(s) in math, science, or technology from the List of Approved General Education Courses.

Note: cr. (credit) = semester credit hour

Courses satisfying general education requirements must be selected from the list of Approved General Education Courses.

Board of Trustees Approval Date: May 29, 2007

Board of Trustees Approval Date: December 1, 2008

Board of Trustees Approval Date: August 24, 2009

Board of Trustees Approval Date: December 6, 2010

Board of Trustees Approval Date: August 26, 2013

PLT Approval Date:

Board of Trustees Approval Date:

EXHIBIT B-5

Theatre Production-Certificate of Proficiency – Effective Catalog 2015-2016

The certificate program in Theatre Production is designed to provide training for stage technicians, running crews, stage managers and house managers. Students will demonstrate the ability to follow industry standard practices in the areas of stage management as well as scenery, lighting, and sound technology for use in live theatrical performance.

ENGL 151	English I	3 cr.
CSIT 123	Integrated Office Software	3 cr.
THTR 195	Theatre Appreciation	3 cr.
THTR 190	Children's Theatre Performance	3 cr.
THTR 197	Stage Craft I	3 cr.
THTR 198	Stage Craft II	3 cr.
THTR 210	Stage Management	3 cr.
COMM 272	Public Relations and Publicity	3 cr.
	Theatre Production Course Selection	3 cr.
	Theatre Production Course Selection	<u>3 cr.</u>
		30 cr.

TOTAL CREDITS 30**Theatre Production Course Selections:**

ARTS 181	Art from Prehistory to Middle Ages	3 cr.
ARTS 182	Art from Renaissance to Modern World	3 cr.
ENGL 212	Introduction to Drama	3 cr.
THTR 193	Introduction to Acting I	3 cr.
THTR 189	Musical Theatre Workshop	3 cr.
THTR 196	Contemporary Theatre	3 cr.

EXHIBIT B-6

OCEAN COUNTY COLLEGE
COURSE PROPOSAL FORM #7100-1 / OFFICIAL COURSE DESCRIPTION
SCHOOL OF MATH, SCIENCE, AND TECHNOLOGY

1. COURSE NUMBER AND TITLE: CSIT 154 - After Effects
2. SEMESTER HOURS: 3 CONTACT HOURS: (3 + 0)
Lecture Lab
3. CATALOG DESCRIPTION: This course examines principles, tools, and techniques utilized in the design of motion graphics. Discussions focus on creating animated shapes, imagery, video, story boards and text, all of which form the basis of motion graphics projects. Emphasis is also placed on creating dynamic and visually interesting moving pieces, including, but not limited to, logo animations, kinetic typography, and title sequences, through the use of Adobe After Effects. Students will develop finished, rendered works capable of delivery on CD, DVD, Broadcast, and the World Wide Web. Knowledge of Adobe Photoshop will be beneficial to a student enrolling in this course.
4. PREREQUISITES: CSIT 131 OR INSTRUCTOR PERMISSION
COREQUISITES:
5. MAXIMUM CLASS SIZE: 22 COURSE FEE CODE: 2
DIFFERENTIAL FUNDING CATEGORY: B

COURSE TYPE FOR PERKINS REPORTING:

- ☒ vocational (approved for Perkins funding)
☐ non-vocational (not approved for Perkins funding)

6. JUSTIFICATION

a. Describe the need for this course. Core course for transfer program / degree with Bloomfield College

b. Relationship to courses within the College

- i. Will the college submit this course to the statewide General Education Coordinating Committee for approval as a course which satisfies a general education requirement? ☐ yes ☒ no

If yes, mark with an "x" the appropriate category below.

- | | | |
|---|---|--|
| <input type="checkbox"/> Communication | <input type="checkbox"/> Social Science | <input type="checkbox"/> History |
| <input type="checkbox"/> Humanities | <input type="checkbox"/> Lab Science | <input type="checkbox"/> Science (Non-Lab) |
| <input type="checkbox"/> Mathematics | <input type="checkbox"/> Technology | <input type="checkbox"/> Diversity |
| <input type="checkbox"/> Information Literacy | <input type="checkbox"/> Ethical Reasoning/Action | |

- ii. If the course does not satisfy a general education requirement, which of the following does it satisfy:

☒ Program-specific requirement for the following degree program(s):

AS Computer Science - AAS Computer Science
Elective

c. Related courses in other institutions

[NOTE: The two charts below need to be completed when submitting a new course proposal. They do not need to be completed for most course revisions, unless an Official Course Description is so old that the course's transferability needs to be reconsidered, as in the case of an obsolete course which may be reactivated.]

- i. List any comparable course(s) at other community colleges by completing the table below. Insert "None" if there are no comparable courses.

Comparable Courses at NJ Community Colleges				
Institution (ex., Brookdale CC, Mercer CC, Atlantic Cape CC, etc.)	Course Title	Course Number	Number of Credits	Comments
Brookdale Community College	Production and Storyboarding: Photoshop	DIGM115	3	

- ii. If "None" was inserted, please explain.
 iii. Complete the table below. The four-year institutions listed below comprise the top six institutions queried on NJTransfer by OCC students.

Transferability of Proposed Course				
Institution	Course Code, Title, and Credits	Transfer Category (Major, General Ed., or Elective)	Will NOT Transfer (Place an "x" in box)	Unable to Determine Status (Place "U" in box)
Georgian Court University		EC		
Kean University		Not Yet Evaluated		
Monmouth University	AR001	AES		
Richard Stockton College	ARTVEC	AR		
Rowan University	INT99070	AR		
Rutgers – New Brunswick	TRT137HUM	HUM		

- iv. If a "U" was inserted above, document the course transferability by providing either (a) the name of a contact person at the four-year institution, or (b) an email from the contact person (attach to this proposal).
 v. If not transferable to any institution, explain.

- d. Consistency with the vision and mission statements, the Academic Master Plan, and the strategic initiatives of the College: To foster independent thinking. To provide courses to meet the needs of degree and vocational programs.

- e. Mark with an "x" the General Education goal(s) addressed by this course:

- | | |
|---|---|
| <input type="checkbox"/> 1. Communication – Written and Oral | <input type="checkbox"/> 6. Humanistic Perspective |
| <input type="checkbox"/> 2. Quantitative Knowledge and Skills | <input type="checkbox"/> 7. Historical Perspective |
| <input type="checkbox"/> 3. Scientific Knowledge and Reasoning | <input type="checkbox"/> 8. Global and Cultural Awareness |
| <input checked="" type="checkbox"/> 4. Technological Competency/Info Literacy | <input type="checkbox"/> 9. Ethical Reasoning and Action |
| <input type="checkbox"/> 5. Society and Human Behavior | <input checked="" type="checkbox"/> 10. Independent/Critical Thinking |

7. SPECIFIC COURSE LEARNING OBJECTIVES

Students who successfully complete this course will be able to:

- A. Set up and manage efficient and compelling compositions.
- B. Animate properties over time, using best practices in motion graphics animation.
- C. Develop compositions using 3D layers and lights.
- D. Mix audio tracks and synch them to visual elements using the Adobe After Effects timeline.
- E. Create animated layer masks using rotoscoping techniques.
- F. Design logo animations, kinetic typography and title sequence animations.
- G. Be able to manipulate and enhance photos and pictures using graphical elements in the After Effects tool library.
- H. Render compositions for various delivery platforms.
- I. Learn and use vector technology and raster and vector tools, and learn the difference between the two types.
- J. Be able to create 2-D images in 3-D space utilizing camera angles and lighting.

8. METHODS OF INSTRUCTION

Class lecture/discussion, demonstrations, student projects, tutorials and assignments

9. INSTRUCTIONAL MATERIALS / TECHNOLOGY NEEDS / HUMAN RESOURCE NEEDS (PRESENTLY EMPLOYED VS. NEW FACULTY)

Class notes, textbooks, software, manuals and online help.

Text: An appropriate textbook will be selected. Please contact the department for current adoptions.

10. TENTATIVE TOPICAL OUTLINE

A. Compositions

1. Common resolutions
2. Common frame Rates
3. Footage
4. Layers
5. Timeline
6. Advanced layering
 - a. Splitting Layers
 - b. Nested Compositions
 - c. Blending modes
 - d. Track Mattes
7. Render Queue

B. Animation

1. Time vs. Space
2. Keyframing layer properties
3. Bezier Curves and Motion paths
4. Easing
5. Parenting
6. Null Objects
7. Effects and Adjustment Layers
8. Overview of the Principles of Animation

C. Manipulating Video and Sound

1. Video
 - a. Frame Rates and Length
 - b. Time Stretch
 - c. Time Remapping
 - d. Frame Blending
2. Audio
 - a. Waveforms
 - b. Peak levels
 - c. Animating level
 - d. Audio Filters
3. Compositing Concepts

D. Masks and Vector Shapes

1. Shape Tools
2. Bezier Curves and the Pen Tool
3. Mask properties
4. Animated masks and Rotoscoping
5. Vector Shapes
6. Continuously Rasterize
7. File Textures vs. Procedural Textures
8. UV Mapping

- E. Text and Titles
 - 1. Animating text properties
 - 2. Text on a path
 - 3. Kinetic Typography
 - 4. Title Sequences
- F. 3D Layers and Lights
 - 1. XYZ coordinate system
 - 2. Cameras
 - 3. Light and material properties
 - 4. Contracting 3D scenes from 2D planes
 - 5. 3D shapes and text
 - 6. Utilizing external 3D objects

11. GRADE DETERMINANTS

The final grade in the course will be the cumulative grade based on the following letter grades or their numerical equivalents for the course assignments and examinations:

A	Excellent	C	Average	I	Incomplete
B+	Very Good	D	Below Average	W	Withdrawn
B	Good	F	Failure	R	Audit
C+	Above Average	P	Passing	NC	No Credit

12. NUMBER OF PAPERS AND EXAMINATIONS

A minimum of four major graphical projects and a minimum of five minor skills assessment projects

APPROVAL PROCESS FOR REVISED COURSE PROPOSALS

In order to maintain a central file of current course documents on Ocean Cruiser, any changes to the Course Proposal Format or to an Official Course Description must be sent to the Curriculum Committee, College Senate, and Board of Trustees for action or "For Information Only." This process will ensure that current course information is accessible to Advising, Financial Aid, and the college community and that accurate information will appear in the OCC College Catalog.

Revisions to the following items must receive action by the Curriculum Committee, College Senate, and Board of Trustees.	Revisions to the following items must be sent "For Information Only" to the Curriculum Committee, College Senate, and Board of Trustees.
#1 Course Number & Title	#5 Maximum Class Size / Course Fee Code / Differential Funding Category
#2 Semester Hours/Contact Hours	#8 Methods of Instruction
#3 Catalog Description	#9 Instructional Materials
#4 Prerequisites & Corequisites	#10 Tentative Topical Outline
#6 Justification	#11 Grade Determinants
#7 Course Objectives	#12 Number of Papers and Examinations

Date of PLT approval:

Date of Board of Trustee approval:

EXHIBIT B-7

OCEAN COUNTY COLLEGE
OFFICIAL COURSE DESCRIPTION
SCHOOL OF LANGUAGE AND THE ARTS

1. COURSE NUMBER AND TITLE: ENGL 231 Classic American and British Detective Fiction
2. SEMESTER HOURS: 3 CONTACT HOURS: (3 + 0)
Lecture Lab
3. CATALOG DESCRIPTION:

This course explores the historical development and dynamic nature of classic and hardboiled detective fiction. Students will read representative short stories and novels covering the evolution of the British and American traditions in this popular genre including, but not limited to, works by Poe, Collins, Christie, Conan Doyle, Sayers, Thompson, Hammett, and Chandler. The course includes the examination of critical approaches to the form of detective fiction and will also call attention to the cultural contexts in which these writings were produced.

4. PREREQUISITES: ENGL 151 COREQUISITES: NONE
5. MAXIMUM CLASS SIZE: 35 COURSE FEE CODE: N/A

DIFFERENTIAL FUNDING CATEGORY: N/A

COURSE TYPE FOR PERKINS REPORTING:

- ☐ vocational (approved for Perkins funding)
☒ non-vocational (not approved for Perkins funding)

6. JUSTIFICATION:

- a. Describe the need for this course.

Currently, Ocean County College offers literature courses that may introduce Poe as the father of the American detective story and read one or two of his anthologized works which are categorized as horror tales. Beginning with classical models of detective fiction by Poe and advanced by Conan Doyle, Dickens, Collins, and Holmes, this new course will explore, in detail, the detective story as a separate and legitimate genre and one that overlaps with Victorian and modernist literatures. The more modern detective fiction, such as that of Chandler, Christie, Hammett and Thompson, is most often discussed as popular culture --purely escapist entertainment -- rather than receiving intense, focused and deserved analysis which inform about the infinite variability of human beings and the importance of how one perceives situations. In examining the historical and literary tradition of detective fiction (including hard-boiled and noir) in 19th and 20th century America and England, this genre can be studied and understood as examples of craft art, meaning that their authors developed and

modified popular formulas to address genuine social and aesthetic problems. The paradigms of the crime melodramas will be considered for the way they have been used by both canonical and vernacular modernists to address issues of inequality (racial, sexual, and economic). Contemporary writers and film makers continue to appropriate, adapt, and reinterpret the basic formula so that, more than 100 years since readers first met the great Sherlock Holmes, detective stories are as popular as ever. Pedagogically, they offer material which can be used easily for productive reading and writing assignments. Of significance, the fact that detective fiction revolves around a crime, it forces students to think rationally and critically, discover truths and address subjective issues of justice and morality. And to enjoy a good "whodunit" in the process!

b. Relationship to courses within the College

- i. Will the college submit this course to the statewide General Education Coordinating Committee for approval as a course which satisfies a general education requirement? yes X no

If yes, mark with an "x" the appropriate category below.

 Communication Social Science History
 Humanities Lab Science Science (Non-Lab)
 Mathematics Technology Diversity
 Information Literacy Ethical Reasoning/Action

- ii. If the course does not satisfy a general education requirement, which of the following does it satisfy:

 Program-specific requirement for the following degree program(s):
X Elective

c. Related courses in other institutions:

[NOTE: The two charts below need to be completed when submitting a new course proposal. They do not need to be completed for most course revisions, unless an Official Course Description is so old that the course's transferability needs to be reconsidered, as in the case of an obsolete course which may be reactivated.]

- i. List any comparable course(s) at other community colleges by completing the table below. Insert "None" if there are no comparable courses.

Comparable Courses at NJ Community Colleges				
Institution (ex., Brookdale CC, Mercer CC, Atlantic	Course Title	Course Number	Number of Credits	Comments

Cape CC, etc.)				
Middlesex CC	Detective Fiction	ENG 220	3	

- ii. If “None” was inserted, please explain.
- iii. Complete the table below. The four-year institutions listed below comprise the top six institutions queried on NJTransfer by OCC students.

Transferability of Proposed Course				
Institution	Course Code, Title, and Credits	Transfer Category (Major, General Ed., or Elective)	Will NOT Transfer (Place an “x” in box)	Unable to Determine Status (Place “U” in box)
Georgian Court University	EC, Elective Credit, 3 cr.	Elective		
Kean University	ENGX1003, English Free Elective, 3 cr.	Elective		
Monmouth University	FE001, 100 Level Free Elective, 3 cr.	Elective		
Richard Stockton College	LITT2120, Detective Fiction, 3 cr.	Gen Ed: Humanities		
Rutgers-New Brunswick	01351EC, English: Topic-Major Elective, 3 cr.	Major Elective		
Rowan University	INTR99088, General Education Course, 4 cr.	General Education		

- iv. If a “U” was inserted above, document the course transferability by providing either (a) the name of a contact person at the four-year institution, or (b) an email from the contact person (attach to this proposal).
- v. If not transferable to any institution, explain.

- d. Consistency with the vision and mission statements, the Academic Master Plan, and the strategic initiatives of the College:

This course will help the college to fulfill its mission of fostering excellence by offering comprehensive programs that develop intentional learners of all ages. The course is consistent with the following goals of the college as expressed in the Academic Master Plan to:

- Provide a challenging, coherent, and integrated curriculum, including high quality instructional and cultural programs for a diverse population of students;
- Establish a shared commitment to high and meaningful educational and ethical standards.
- Prepare students for successful transfer to other educational institutions.
- Prepare student for a rewarding life marked by personal growth and life-long learning.

- e. Mark with an "x" the General Education goal(s) addressed by this course:

- | | |
|---|--|
| <u>X</u> 1. Communication – Written and Oral | <u>X</u> 6. Humanistic Perspective |
| 2. Quantitative Knowledge and Skills | <u>X</u> 7. Historical Perspective |
| <u> </u> 3. Scientific Knowledge and Reasoning | <u> </u> 8. Global and Cultural Awareness |
| 4. Technological Competency/Info Literacy | <u>X</u> 9. Ethical Reasoning and Action |
| <u>X</u> 5. Society and Human Behavior | <u>X</u> 10. Independent/Critical Thinking |

7. SPECIFIC COURSE LEARNING OBJECTIVES:

Students who successfully complete this course will be able to:

- a. Trace and understand the historical and cultural development of the genre and define major categories, and periods of detective fiction.
- b. Engage in reading the genre in view of thematic, narrative, and formal features.
- c. Analyze and critique the historical, social, and literary context/ significance of particular subgenres and authors.
- d. Demonstrate literary analysis in discussions, written presentations, and research.
- e. Engage with various theoretical approaches and literary criticism relative to readings.
- f. Understand the genre's formulaic application/ adaptation to popular TV and film crime drama.
- g. Develop/ refine critical thinking skills pertinent to problem solving strategies inherent in investigating and solving a crime.

- h. Address issues of moral responsibility, race, gender, and the global community.

8. METHODS OF INSTRUCTION:

- a. Course pedagogy will include: reading assignments, text explications, analysis, and research projects; lectures and power points; interactive discussions of texts; viewing select film excerpts. 4-5 formal essays and one research paper requiring analysis and synthesis of primary and secondary sources.

9. INSTRUCTIONAL MATERIALS / TECHNOLOGY NEEDS / HUMAN RESOURCE NEEDS (PRESENTLY EMPLOYED VS. NEW FACULTY):

- Text: An appropriate textbook will be selected. Please contact the department for current adoptions.
- Film: short film excerpts from YouTube
- Technology: DVD and Internet access

10. TENTATIVE TOPICAL OUTLINE:

The game is Afoot: Introduction to the genre and its origins: Poe (short stories)

- I. Early Detectives: Short stories of Poe, Pirkins, Dickens, Collins, Chesterton, Stevenson (course packet/anthology)
- II. Elementary, My Dear Watson: Holmes and The Golden Age of Whodunits (short stories)
- III. He Went That-a-way: Critical Approaches to Reading Detective Fiction
- IV. Gumshoes and Guns: The noir and hard Boiled Tradition: Hammitt, Chandler, Thompson.
- V. Spinster Sleuths and Village Cozies: Agatha Christie and Dorothy Sayers

11. GRADE DETERMINANTS:

The final grade in the course will be the cumulative grade based on the following letter grades or their numerical equivalents for the course assignments and examinations:

A	Excellent	C	Average	I	Incomplete
B+	Very Good	D	Below Average	W	Withdrawn
B	Good	F	Failure	R	Audit

C+ Above Average

P

Passing

NC

No Credit

12. NUMBER OF PAPERS AND EXAMINATIONS:

A minimum of three major examinations and one major written assignment, or the equivalents.

APPROVAL PROCESS FOR REVISED COURSE PROPOSALS

In order to maintain a central file of current course documents on Ocean Cruiser, any changes to the Course Proposal Format or to an Official Course Description must be sent to the Curriculum Committee, College Senate, and Board of Trustees for action or "For Information Only." This process will ensure that current course information is accessible to Advising, Financial Aid, and the college community and that accurate information will appear in the OCC College Catalog.

Revisions to the following items must receive action by the Curriculum Committee, College Senate, and Board of Trustees.	Revisions to the following items must be sent "For Information Only" to the Curriculum Committee, College Senate, and Board of Trustees.
#1 Course Number & Title	#5 Maximum Class Size / Course Fee Code / Differential Funding Category
#2 Semester Hours/Contact Hours	#8 Methods of Instruction
#3 Catalog Description	#9 Instructional Materials
#4 Prerequisites & Corequisites	#10 Tentative Topical Outline
#6 Justification	#11 Grade Determinants
#7 Course Objectives	#12 Number of Papers and Examinations

PLT Approval of Form:

Board of Trustees Approval Date:

EXHIBIT B-8

OCEAN COUNTY COLLEGE
OFFICIAL COURSE DESCRIPTION
SCHOOL OF LANGUAGE AND THE ARTS

1. COURSE NUMBER AND TITLE: THTR 210: Stage Management
2. SEMESTER HOURS: 3 CONTACT HOURS: (1 + 0 + 6)
Lecture Lab

3. CATALOG DESCRIPTION

This course introduces students to the duties and responsibilities of a stage manager from preproduction to post production. Topics include: developing and assembling a prompt book, cueing and calling a show, and developing managerial skills in order to supervise and manage production personnel. Students must participate in an Ocean County College Theatrical production.

4. PREREQUISITES: THTR 195 COREQUISITES: NONE
5. MAXIMUM CLASS SIZE: 10 COURSE FEE CODE: 0
DIFFERENTIAL FUNDING CATEGORY: A

COURSE TYPE FOR PERKINS REPORTING:

- ☐ vocational (approved for Perkins funding)
☒ non-vocational (not approved for Perkins funding)

6. JUSTIFICATION

- a. Describe the need for this course.

To provide students enrolled in the A.A. Performing Arts degree program and certificate program practical experience in stage management.
An effective stage manager possesses the ability to communicate, facilitate, delegate, and motivate others, therefore, the skills and knowledge gained from this course may be applied to many other areas of study.

- b. Relationship to courses within the College

- i. Will the college submit this course to the statewide General Education Coordinating Committee for approval as a course which satisfies a general education requirement? ☐ yes ☒ no

If yes, mark with an "x" the appropriate category below.

- | | | |
|---|---|--|
| <input type="checkbox"/> Communication | <input type="checkbox"/> Social Science | <input type="checkbox"/> History |
| <input type="checkbox"/> Humanities | <input type="checkbox"/> Lab Science | <input type="checkbox"/> Science (Non-Lab) |
| <input type="checkbox"/> Mathematics | <input type="checkbox"/> Technology | <input type="checkbox"/> Diversity |
| <input type="checkbox"/> Information Literacy | <input type="checkbox"/> Ethical Reasoning/Action | |

- ii. If the course does not satisfy a general education requirement, which of the following does it satisfy:

_____ Program-specific requirement for the following degree program(s):

 x Elective

- c. Related courses in other institutions

[NOTE: The two charts below need to be completed when submitting a new course proposal. They do not need to be completed for most course revisions, unless an Official Course Description is so old that the course's transferability needs to be reconsidered, as in the case of an obsolete course which may be reactivated.]

- i. List any comparable course(s) at other community colleges by completing the table below. Insert "None" if there are no comparable courses.

Comparable Courses at NJ Community Colleges				
Institution (ex., Brookdale CC, Mercer CC, Atlantic Cape CC, etc.)	Course Title	Course Number	Number of Credits	Comments
Bergen Community College	Stage Management	THR 232	1	

- ii. If "None" was inserted, please explain.
 iii. Complete the table below. The four-year institutions listed below comprise the top six institutions queried on NJTransfer by OCC students.

Transferability of Proposed Course				
Institution	Course Code, Title, and Credits	Transfer Category (Major, General Ed., or Elective)	Will NOT Transfer (Place an "x" in box)	Unable to Determine Status (Place "U" in box)
Georgian Court University			X	
Kean University	THE3347, Stage Management for the Theatre, 1- 3cr.	Elective		
Monmouth University	TH001, 100 Level Theatre Elective, 1cr.	Elective		
Richard Stockton College	THTREC, Theatre Elective, 1 cr..	Gen Ed: Arts		
Rutgers-New Brunswick			X	

Centenary College	EC, Elective Credit, 1 cr	Elective		
Drew University	THEA304, Theatre Practice: Stage Management, 1 cr.			
Montclair State U.	EC, Elective Credit, 1 cr.	Elective		

- iv. If a "U" was inserted above, document the course transferability by providing either (a) the name of a contact person at the four-year institution, or (b) an email from the contact person (attach to this proposal).
 - v. If not transferable to any institution, explain.
- d. Consistency with the vision and mission statements, the Academic Master Plan, and the strategic initiatives of the College:
- This course addresses the College's vision, mission, and Academic Master Plan by:
- i. Demonstrating the college's commitment to offer comprehensive educational program that develop intentional learners of all ages. (Mission Statement)
 - ii. To ensure that our students have what they need to transfer well, to find meaningful career opportunities, and to thrive in an increasingly diverse and complex world. (Vision Statement)
 - iii. Objective VII.H: Increase the number of degree programs in the arts in conjunction with articulation agreements.
- e. Mark with an "x" the General Education goal(s) addressed by this course:
- | | |
|---|---|
| <input checked="" type="checkbox"/> 1. Communication – Written and Oral | <input type="checkbox"/> 6. Humanistic Perspective |
| <input type="checkbox"/> 2. Quantitative Knowledge and Skills | <input type="checkbox"/> 7. Historical Perspective |
| <input type="checkbox"/> 3. Scientific Knowledge and Reasoning | <input type="checkbox"/> 8. Global and Cultural Awareness |
| <input type="checkbox"/> 4. Technological Competency/Info Literacy | <input checked="" type="checkbox"/> 9. Ethical Reasoning and Action |
| <input checked="" type="checkbox"/> 5. Society and Human Behavior | <input checked="" type="checkbox"/> 10. Independent/Critical Thinking |

7. SPECIFIC COURSE LEARNING OBJECTIVES

Students who successfully complete this course will be able to:

- a. analyze a script
- b. develop and assemble a prompt book
- c. create a master rehearsal and production calendar
- d. organize meetings with a production team
- e. coordinate auditions, callbacks, and rehearsals
- f. cue and call a show
- g. develop managerial skills in order to supervise and manage production personnel

8. METHODS OF INSTRUCTION

Lecture, readings, examinations, practical application/involvement with Ocean County College theatre productions, including performances in the Grunin Series, and the OCVTH/PAA

9. INSTRUCTIONAL MATERIALS / TECHNOLOGY NEEDS / HUMAN RESOURCE NEEDS (PRESENTLY EMPLOYED VS. NEW FACULTY)

Text: An appropriate textbook will be selected. Please contact the department for current adoptions.

10. TENTATIVE TOPICAL OUTLINE

- I. Stage manager defined/AEA professional union
- II. Script assessment
- III. Prompt book preparation
- IV. Diagrams, plots and forms
- V. Venue issues
- VI. Equipment and supplies every sm needs
- VII. Production timeline
- VIII. Production preparation: auditions and callbacks
- IX. Rehearsals: blocking, communicating with actors/production team
- X. Technical rehearsals
- XI. Production meetings
- XII. Cueing and calling a show
- XIII. Putting a show to bed

11. GRADE DETERMINANTS

The final grade in the course will be the cumulative grade based on the following letter grades or their numerical equivalents for the course assignments and examinations:

A	Excellent	C	Average	I	Incomplete
B+	Very Good	D	Below Average	W	Withdrawn
B	Good	F	Failure	R	Audit
C+	Above Average	P	Passing	NC	No Credit

12. NUMBER OF PAPERS AND EXAMINATIONS

One theatrical production journal which will include the following: production calendar, production meeting notes ,audition form, contact sheet, rehearsal schedule, rehearsal report, blocking notations, tech week schedule, prompt book layout including cueing notation, pre-show check list props, set, fly rail, electrics, sound, wardrobe, including and a performance report.

Two exams.

APPROVAL PROCESS FOR REVISED COURSE PROPOSALS

In order to maintain a central file of current course documents on Ocean Cruiser, any changes to the Course Proposal Format or to an Official Course Description must be sent to the Curriculum Committee, College Senate, and Board of Trustees for action or “For Information Only.” This process will ensure that current course information is accessible to Advising, Financial Aid, and the college community and that accurate information will appear in the OCC College Catalog.

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#1 Course Number & Title	#5 Maximum Class Size / Course Fee Code / Differential Funding Category
#2 Semester Hours/Contact Hours	#8 Methods of Instruction
#3 Catalog Description	#9 Instructional Materials
#4 Prerequisites & Corequisites	#10 Tentative Topical Outline
#6 Justification	#11 Grade Determinants
#7 Course Objectives	#12 Number of Papers and Examinations

Board of Trustees Approval Date: March 26, 2012

PLT Approval of Form: May 22, 2012

EXHIBIT B-9

OCEAN COUNTY COLLEGE
OFFICIAL COURSE DESCRIPTION
SCHOOL OF LANGUAGE AND THE ARTS

1. COURSE NUMBER AND TITLE: ENGL 251: American Literature ~~I~~ *through the Civil War*

2. SEMESTER HOURS: 3 CONTACT HOURS: (3 + 0)
Lecture Lab

3. CATALOG DESCRIPTION:

A study of literary works and their backgrounds from the beginnings of American Literature to approximately 1865. Students will read, discuss, and write about significant works.

4. PREREQUISITES: ENGL 151 COREQUISITES: None

5. MAXIMUM CLASS SIZE: 35 COURSE FEE CODE: 0
DIFFERENTIAL FUNDING CATEGORY: A

COURSE TYPE FOR PERKINS REPORTING:

☐ vocational (approved for Perkins funding)
☒ non-vocational (not approved for Perkins funding)

6. JUSTIFICATION:

a. Describe the need for this course.

American Literature is a course which is offered universally by United States institutions of higher learning. Familiarity with the American literary heritage, a diverse and critically recognized body of writing, is commonly expected of liberal arts graduates and recommended for students in other degree specializations.

b. Relationship to courses within the College:

i. Will the college submit this course to the statewide General Education Coordinating Committee for approval as a course which satisfies a general education requirement? ☒ yes ☐ no

If yes, mark with an "x" the appropriate category below.

<input type="checkbox"/> Communication	<input type="checkbox"/> Social Science	<input type="checkbox"/> History
<input checked="" type="checkbox"/> Humanities	<input type="checkbox"/> Lab Science	<input type="checkbox"/> Science (Non-Lab)
<input type="checkbox"/> Mathematics	<input type="checkbox"/> Technology	<input type="checkbox"/> Diversity
<input type="checkbox"/> Information Literacy	<input type="checkbox"/> Ethical Reasoning/Action	

ii. If the course does not satisfy a general education requirement, which of the following does it satisfy:

☐ Program-specific requirement for the following degree program(s):

 Elective

c. Related courses in other institutions:

[NOTE: The two charts below need to be completed when submitting a new course proposal. They do not need to be completed for most course revisions, unless an Official Course Description is so old that the course's transferability needs to be reconsidered, as in the case of an obsolete course which may be reactivated.]

- i. List any comparable course(s) by completing the table below. Insert "None" if there are no comparable courses.

Comparable Courses at NJ Community Colleges				
Institution (ex., Brookdale CC, Mercer CC, Atlantic Cape CC)	Course Title	Course Number	Number of Credits	Comments
Brookdale CC	American Literature I	ENGL 245	3	
Mercer CC	American Literature I	ENG 205	3	
Atlantic Cape CC	19th Century American Literature	ENGL 205	3	

- ii. If "None" was inserted, please explain.
 iii. Complete the table below. The institutions listed comprise the top six institutions queried on NJTransfer by OCC students.

Transferability of Proposed Course				
Institution	Course Code, Title, and Credits	Transfer Category (Major, General Ed., or Elective)	Will NOT Transfer (Place an "x" in box)	Unable to Determine Status (Place "U" in box)
Georgian Court University	EN113 (AMERICAN LITERATURE I) 3 cr.	General Education - Literature		
Kean University	ENG2220" (DIVERSE TRAD VOICES AM LIT I) 3 cr.			
Monmouth University	EN228 (American Literature I) 3 cr.			
Richard Stockton College	LITT2104 (AMERICAN LITERATURE I) 3 cr.	Humanities		
Rowan University	ENGL02113 3 cr.	General Education Course, History, Humanities and Language, Literature (Graduation		

		Requirement)		
Rutgers – New Brunswick	01358212 (INTRODUCTION TO AMERICAN LITERATURE) 3 cr.	Arts and Humanities		

- iv. If a “U” was inserted above, document the course transferability by providing either (a) the name of a contact person at the four-year institution, or (b) an email from the contact person (attach to this proposal).
 - v. If not transferable to any institution, explain.
- a. Consistency with the vision and mission statements, the Academic Master Plan, and the strategic initiatives of the College.

This course helps prepare students to become intentional learners, who will be able to “effectively communicate orally...and in writing,” appreciate “the diversity of the human imagination and the variety of its expressions across...cultures,” “interpret and evaluate information from a variety of sources,” demonstrate intellectual agility and the ability to manage change,” and transform information into knowledge.”

- b. Mark with an “x” the General Education goal(s) addressed by this course:

- | | |
|---|---|
| <input checked="" type="checkbox"/> 1. Communication – Written and Oral | <input checked="" type="checkbox"/> 6. Humanistic Perspective |
| <input type="checkbox"/> 2. Quantitative Knowledge and Skills | <input type="checkbox"/> 7. Historical Perspective |
| <input type="checkbox"/> 3. Scientific Knowledge and Reasoning | <input type="checkbox"/> 8. Global and Cultural Awareness |
| <input type="checkbox"/> 4. Technological Competency/Info Literacy | <input type="checkbox"/> 9. Ethical Reasoning and Action |
| <input type="checkbox"/> 5. Society and Human Behavior | <input checked="" type="checkbox"/> 10. Independent/Critical Thinking |

7. SPECIFIC COURSE LEARNING OBJECTIVES:

Students who successfully complete this course will be able to:

- a. Demonstrate familiarity with a cross-section of American pre-Civil War writing: essays, tracts, journals, speeches, short stories, novels, drama, and poetry.
- b. Point out connections among historical, political, economic, social, and literary trends of the period.
- c. Articulate an understanding of and appreciation for the diverse literary expressions of the “American Dream.”
- d. Recognize recurring themes and stylistic traits in the literature of the period.
- e. Develop and demonstrate an understanding of valid criteria for judging literary excellence.
- f. Write coherent literary essays and contribute to class discussions of literary texts.

8. METHODS OF INSTRUCTION:

- a. Lecture, discussion, and small-group work in literary response, interpretation, and analysis.
- b. Reading assignments from the textbook, periodicals, or the Internet.
- c. Appropriate in-class and out-of-class writing assignments, e.g., reflective journals, text explications, response essays, analytic essays, research essays, and collaborative

- projects. (a minimum of 3000 words of finished writing).
- d. Instructor-student conferences.
- e. Use of appropriate instructional media, e.g. filmed versions of literary works.
- f. Student readings, performances, or simulations.
- g. Guest readers or speakers.
- h. Support services may be provided depending on available college resources, e.g., Writing Skills Lab, Writing Computer Lab, ESL program, and Center for Academic Services.

9. INSTRUCTIONAL MATERIALS / TECHNOLOGY NEEDS / HUMAN RESOURCE NEEDS (PRESENTLY EMPLOYED VS. NEW FACULTY)

- a. Text: An appropriate text will be selected. Contact the department for current adoptions.
- b. Technology: A dedicated computer lab supports independent student work in literature classes. Classroom projectors are used regularly by instructors to demonstrate useful techniques of literary interpretation, composition, and research to students.
- c. Tutors: Depending on available college resources, professional tutors, working closely with English faculty, may provide support for students as they compose and revise course essays.

10. TENTATIVE TOPICAL OUTLINE:

- a. The Literature of Colonial America:
Smith, Bradford, Rowlandson, Byrd, Edwards, Bradstreet
- b. The Literature of Reason and Revolution:
Franklin, Crèvecoeur, Paine, Jefferson, The Federalist, Freneau, Truth
- c. The Literature of Romanticism:
Chief Seattle, Douglass, Poe, Hawthorne, Emerson, Melville, Thoreau, Lowell, Whitman, Stowe, Dickinson

11. GRADE DETERMINANTS:

The final grade in the course will be the cumulative grade based on the following letter grades or their numerical equivalents for the course assignments and examinations:

A	Excellent	C	Average	I	Incomplete
B+	Very Good	D	Below Average	W	Withdrawn
B	Good	F	Failure	R	Audit
C+	Above Average	P	Passing	NC	No Credit

12. NUMBER OF PAPERS AND EXAMINATIONS:

This is a writing intensive course. Writing assignments may be divided, at the instructor's discretion, into 2-5 essays, one or more essay exams, and/or a research paper.

APPROVAL PROCESS FOR REVISED COURSE PROPOSALS

In order to maintain a central file of current course documents on Ocean Cruiser, any changes to the Course Proposal Format or to an Official Course Description must be sent to the Curriculum Committee, College Senate, and Board of Trustees for action or “For Information Only.” This process will ensure that current course information is accessible to Advising, Financial Aid, and the college community and that accurate information will appear in the OCC College Catalog.

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#1 Course Number & Title	#5 Maximum Class Size / Course Fee Code / Differential Funding Category
#2 Semester Hours/Contact Hours	#8 Methods of Instruction
#3 Catalog Description	#9 Instructional Materials
#4 Prerequisites & Corequisites	#10 Tentative Topical Outline
#6 Justification	#11 Grade Determinants
#7 Course Objectives	#12 Number of Papers and Examinations

Revised: Spring 1893: R. Weigold

Sept. 1992: J. Lehotay

Spring 2001: J. Angona

Fall 2005: J. Angona

July 2006: J. Angona, G. Perabo

Board of Trustees Approval Date: November 6, 2006

Board of Trustees Approval Date: April 28, 2008

Board of Trustees Approval Date: March 26, 2012

PLT Approval of Form: May 22, 2012

EXHIBIT B-10

OCEAN COUNTY COLLEGE
OFFICIAL COURSE DESCRIPTION
SCHOOL OF LANGUAGE AND THE ARTS

1. COURSE NUMBER AND TITLE: ENGL 252: American Literature II *Post Civil War*

2. SEMESTER HOURS: 3 CONTACT HOURS: (3 + 0)
Lecture Lab

3. CATALOG DESCRIPTION:

A study of American literary works and their backgrounds from approximately 1865 to the current day. Students will read, discuss, and write about significant works.

4. PREREQUISITES: ENGL 151 COREQUISITIES: None

5. MAXIMUM CLASS SIZE: 35 COURSE FEE CODE: 0
DIFFERENTIAL FUNDING CATEGORY: A

COURSE TYPE FOR PERKINS REPORTING:

☐ vocational (approved for Perkins funding)
☒ non-vocational (not approved for Perkins funding)

6. JUSTIFICATION:

a. Describe the need for this course.

American Literature is a course which is offered universally by United States institutions of higher learning. Familiarity with the American literary heritage, a diverse and critically recognized body of writing, is commonly expected of liberal arts graduates and recommended for students in other degree specializations.

b. Relationship to courses within the College:

i. Will the college submit this course to the statewide General Education Coordinating Committee for approval as a course which satisfies a general education requirement? ☒ yes ☐ no

If yes, mark with an "x" the appropriate category below.

<input type="checkbox"/> Communication	<input type="checkbox"/> Social Science	<input type="checkbox"/> History
<input checked="" type="checkbox"/> Humanities	<input type="checkbox"/> Lab Science	<input type="checkbox"/> Science (Non-Lab)
<input type="checkbox"/> Mathematics	<input type="checkbox"/> Technology	<input type="checkbox"/> Diversity
<input type="checkbox"/> Information Literacy	<input type="checkbox"/> Ethical Reasoning/Action	

ii. If the course does not satisfy a general education requirement, which of the following does it satisfy:

☐ Program-specific requirement for the following degree program(s):

☐ Elective

c. Related courses in other institutions:

[NOTE: The two charts below need to be completed when submitting a new course proposal. They do not need to be completed for most course revisions, unless an Official Course Description is so old that the course's transferability needs to be reconsidered, as in the case of an obsolete course which may be reactivated.]

- i. List any comparable course(s) by completing the table below. Insert "None" if there are no comparable courses.

Comparable Courses at NJ Community Colleges				
Institution (ex., Brookdale CC, Mercer CC, Atlantic Cape CC)	Course Title	Course Number	Number of Credits	Comments
Brookdale CC	American Literature II	ENGL 246	3	
Mercer CC	American Literature II	ENG 206	3	
Atlantic Cape CC	20th Century American Literature	ENGL 206	3	

- ii. If "None" was inserted, please explain.
 iii. Complete the table below. The institutions listed comprise the top six institutions queried on NJTransfer by OCC students.

Transferability of Proposed Course				
Institution	Course Code, Title, and Credits	Transfer Category (Major, General Ed., or Elective)	Will NOT Transfer (Place an "x" in box)	Unable to Determine Status (Place "U" in box)
Georgian Court University	EN114 (AMERICAN LITERATURE II) 3 cr.	General Education - Literature		
Kean University	ENG2221 (DIVERSE TRAD VOICES AM LIT II) 3 cr.	Humanities		
Monmouth University	EN002 (200 LEVEL ENGLISH ELECT) 3 cr.			
Richard Stockton College	LITT2105 (AMERICAN LITERATURE II) 3 cr.	Humanities		
Rowan University	ENGL02113 3 cr.	General Education Course, History, Humanities and		

		Language, Literature (Graduation Requirement)		
Rutgers – New Brunswick	01358213(MAJOR TOPICS AND AUTHORS IN AMERICAN LITERATURE) 3 cr.			

- iv. If a “U” was inserted above, document the course transferability by providing either (a) the name of a contact person at the four-year institution, or (b) an email from the contact person (attach to this proposal).
 - v. If not transferable to any institution, explain.
- d. Consistency with the vision and mission statements, the Academic Master Plan, and the strategic initiatives of the College

This course helps prepare students to become intentional learners, who will be able to “effectively communicate orally...and in writing,” appreciate “the diversity of the human imagination and the variety of its expressions across...cultures,” “interpret and evaluate information from a variety of sources,” demonstrate intellectual agility and the ability to manage change,” and transform information into knowledge.”

- e. Mark with an “x” the General Education goal(s) addressed by this course:

- | | |
|---|---|
| <input checked="" type="checkbox"/> 1. Communication – Written and Oral | <input checked="" type="checkbox"/> 6. Humanistic Perspective |
| <input type="checkbox"/> 2. Quantitative Knowledge and Skills | <input type="checkbox"/> 7. Historical Perspective |
| <input type="checkbox"/> 3. Scientific Knowledge and Reasoning | <input type="checkbox"/> 8. Global and Cultural Awareness |
| <input type="checkbox"/> 4. Technological Competency/Info Literacy | <input type="checkbox"/> 9. Ethical Reasoning and Action |
| <input type="checkbox"/> 5. Society and Human Behavior | <input checked="" type="checkbox"/> 10. Independent/Critical Thinking |

7. SPECIFIC COURSE LEARNING OBJECTIVES:

Students who successfully complete this course will be able to:

- a. Demonstrate familiarity with a cross-section of American post-Civil War writing: essays, tracts, journals, speeches, short stories, novels, drama, and poetry.
- b. Point out connections among historical, political, economic, social, and literary trends of the period.
- c. Articulate an understanding of and appreciation for the diverse literary expressions of the “American Dream.”
- d. Recognize recurring themes and stylistic traits in the literature of the period.
- e. Develop and demonstrate an understanding of valid criteria for judging literary excellence.
- f. Write coherent literary essays and contribute to class discussions of literary texts.

8. METHODS OF INSTRUCTION:

- a. Lecture, discussion, and small-group work in literary response, interpretation, and

analysis.

- b. Reading assignments from the textbook, current periodicals, or the Internet.
- c. Appropriate in-class and out-of-class writing assignments, e.g., reflective journals, text explications, response essays, analytic essays, research essays, and collaborative projects (a minimum of 3000 words of finished writing).
- d. Instructor-student conferences.
- e. Use of appropriate instructional media, e.g. filmed versions of literary works.
- f. Student readings, performances, or simulations.
- g. Guest readers or speakers.
- h. Support services may be provided depending on available college resources, e.g., Writing Skills Lab, Writing Computer Lab, ESL program, and Center for Academic Services.

9. INSTRUCTIONAL MATERIALS / TECHNOLOGY NEEDS / HUMAN RESOURCE NEEDS (PRESENTLY EMPLOYED VS. NEW FACULTY)

- a. Text: An appropriate text will be selected. Contact the department for current adoptions.
- b. Technology: A dedicated computer lab supports independent student work in literature classes. Classroom projectors are used regularly by instructors to demonstrate useful techniques of literary interpretation, composition, and research to students.
- c. Tutors: Depending on available college resources, professional tutors, working closely with English faculty, may provide support for students as they compose and revise course essays.

10. TENTATIVE TOPICAL OUTLINE:

- a. The Age of Realism:
Whitman, Dickinson, Jewett, Twain, James, Wharton, Chopin, Crane
- b. The Early Twentieth Century
Frost, Cather, Hughes, O'Neill, Fitzgerald, Hemingway, Steinbeck, Faulkner, Welty, Wright, O'Connor, Baldwin, Eliot, W.C. Williams
- c. The Later Twentieth Century
McCullers, Walker, Updike, Morrison, T. Williams, Hansberry, Miller, Ginsberg, Bishop, Plath, Bellow, Roth

11. GRADE DETERMINANTS:

The final grade in the course will be the cumulative grade based on the following letter grades or their numerical equivalents for the course assignments and examinations:

A	Excellent	C	Average	I	Incomplete
B+	Very Good	D	Below Average	W	Withdrawn
B	Good	F	Failure	R	Audit
C+	Above Average	P	Passing	NC	No Credit

12. NUMBER OF PAPERS AND EXAMINATIONS:

This is a writing intensive course. Writing assignments may be divided, at the instructor's discretion, into 2-5 essays, one or more essay exams, and/or a research paper.

APPROVAL PROCESS FOR REVISED COURSE PROPOSALS

In order to maintain a central file of current course documents on Ocean Cruiser, any changes to the Course Proposal Format or to an Official Course Description must be sent to the Curriculum Committee, College Senate, and Board of Trustees for action or "For Information Only." This process will ensure that current course information is accessible to Advising, Financial Aid, and the college community and that accurate information will appear in the OCC College Catalog.

Revisions to the following items must receive action by the Curriculum Committee, College Senate, and Board of Trustees.	Revisions to the following items must be sent "For Information Only" to the Curriculum Committee, College Senate, and Board of Trustees.
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#6 Justification	#11 Grade Determinants
#7 Course Objectives	#12 Number of Papers and Examinations

Revised: May 1983: N. Bosley

Oct. 1989: J. Angona, N. Bosley, J. Hubbs, G. Perabo

March 1994: G. Perabo

Reviewed Spring 2003: J. Hubbs

July 2006, J. Angona, G. Perabo

Board of Trustees Approval Date: November 6, 2006

Board of Trustees Approval Date: April 28, 2008

Board of Trustees Approval Date: March 26, 2012

PLT Approval of Form: May 22, 2012

EXHIBIT B-11

OCEAN COUNTY COLLEGE
OFFICIAL COURSE DESCRIPTION
SCHOOL OF LANGUAGE AND THE ARTS

1. COURSE NUMBER AND TITLE: ENGL-253: British Literature I— *Through 1785*

2. SEMESTER HOURS: 3 CONTACT HOURS: (3 + 0)
Lecture Lab

3. CATALOG DESCRIPTION:

An introduction to British Literature that provides a broad overview of literary and cultural development through the eighteenth century, with focus on major writers of the Anglo-Saxon period, the ages of Chaucer, Shakespeare, Milton, and Pope, and Neo-Classic writers of the late seventeenth century.

4. PREREQUISITES: ENGL-151 COREQUISITIES: None

5. MAXIMUM CLASS SIZE: 35 COURSE FEE CODE: 0
DIFFERENTIAL FUNDING CATEGORY: A

COURSE TYPE FOR PERKINS REPORTING:

☐ vocational (approved for Perkins funding)
☒ non-vocational (not approved for Perkins funding)

6. JUSTIFICATION

a. Describe the need for this course.

This course is a broad literary survey that may serve as a Group B Humanities/ Literature program requirement for Liberal Arts A.A. degrees. The course is strongly recommended for English majors, prospective educators, and all Liberal Arts A.A. tracks.

b. Relationship to courses within the College:

i. Will the college submit this course to the statewide General Education Coordinating Committee for approval as a course which satisfies a general education requirement? ☒ yes ☐ no

If yes, mark with an "x" the appropriate category below.

<input type="checkbox"/> Communication	<input type="checkbox"/> Social Science	<input type="checkbox"/> History
<input checked="" type="checkbox"/> Humanities	<input type="checkbox"/> Lab Science	<input type="checkbox"/> Science (Non-Lab)
<input type="checkbox"/> Mathematics	<input type="checkbox"/> Technology	<input type="checkbox"/> Diversity
<input type="checkbox"/> Information Literacy	<input type="checkbox"/> Ethical Reasoning/Action	

ii. If the course does not satisfy a general education requirement, which of the following does it satisfy:

___ Program-specific requirement for the following degree program(s):

___ Elective

c. Related courses in other institutions:

[NOTE: The two charts below need to be completed when submitting a new course proposal. They do not need to be completed for most course revisions, unless an Official Course Description is so old that the course's transferability needs to be reconsidered, as in the case of an obsolete course which may be reactivated.]

- i. List any comparable course(s) by completing the table below. Insert "None" if there are no comparable courses.

Comparable Courses at NJ Community Colleges				
Institution (ex., Brookdale CC, Mercer CC, Atlantic Cape CC)	Course Title	Course Number	Number of Credits	Comments
Atlantic Cape CC	British Literature I	ENGL 203	3	

- ii. If "None" was inserted, please explain.
 iii. Complete the table below. The institutions listed comprise the top six institutions queried on NJTransfer by OCC students.

Transferability of Proposed Course				
Institution	Course Code, Title, and Credits	Transfer Category (Major, General Ed., or Elective)	Will NOT Transfer (Place an "x" in box)	Unable to Determine Status (Place "U" in box)
Georgian Court University	EN175 (BRITISH LITERATURE I) 3 cr.	General Education - Literature		
Kean University	ENG2205 (BRITISH LIT I) 3 cr.			
Monmouth University	EN227 (British Literature I) 3 cr.			
Richard Stockton College	LITT2102 (BRITISH LITERATURE I) 3 cr.	Humanities		
Rowan University	ENGL02110 3 cr.	General Education Course, History, Humanities and Language, Literature (Graduation Requirement)		

Rutgers – New Brunswick	01358210 (BRITISH LITERATURE FROM THE MIDDLE AGES TO 1800) 3 cr.	Arts and Humanities		
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- iv. If a “U” was inserted above, document the course transferability by providing either (a) the name of a contact person at the four-year institution, or (b) an email from the contact person (attach to this proposal).
 - v. If not transferable to any institution, explain.
- d. Consistency with the vision and mission statements, the Academic Master Plan, and the strategic initiatives of the College.

This course helps prepare students to become intentional learners, who will be able to “effectively communicate orally...and in writing,” appreciate “the diversity of the human imagination and the variety of its expressions across...cultures,” “interpret and evaluate information from a variety of sources,” and transform information into knowledge.”

- e. Mark with an “x” the General Education goal(s) addressed by this course:

- | | |
|---|---|
| <input checked="" type="checkbox"/> 1. Communication – Written and Oral | <input checked="" type="checkbox"/> 6. Humanistic Perspective |
| <input type="checkbox"/> 2. Quantitative Knowledge and Skills | <input type="checkbox"/> 7. Historical Perspective |
| <input type="checkbox"/> 3. Scientific Knowledge and Reasoning | <input type="checkbox"/> 8. Global and Cultural Awareness |
| <input type="checkbox"/> 4. Technological Competency/Info Literacy | <input type="checkbox"/> 9. Ethical Reasoning and Action |
| <input type="checkbox"/> 5. Society and Human Behavior | <input checked="" type="checkbox"/> 10. Independent/Critical Thinking |

7. SPECIFIC COURSE LEARNING OBJECTIVES:

Students who successfully complete this course will be able to:

- a. Read, analyze, and compare a cross-section of British literature—poetry, fiction, non-fiction prose, and drama—written between c. 500 and c. 1785.
- b. Become acquainted with the cultural and literary contexts of representative texts, placing writers and works within a framework of major historical and literary movements.
- c. Identify recurring literary themes.
- d. Develop a vocabulary for genre analysis.
- e. Trace and examine the historical development of the English Language.
- f. Express understandings of literature in discussions, essays, and exams.
- g. Use and document primary and critical sources in essay assignments.

8. METHODS OF INSTRUCTION:

- a. Lecture, discussion, and small-group work in literary response, interpretation, and analysis.
- b. Reading assignments from the textbook, current periodicals, or the Internet.
- c. Appropriate in-class and out-of-class writing assignments, e.g., reflective journals, text explications, response essays, analytic essays, research essays, and collaborative

projects (a minimum of 3000 words of finished writing).

- d. Instructor-student conferences.
- e. Use of appropriate instructional media, e.g. filmed versions of literary works.
- f. Student readings, performances, or simulations.
- g. Guest readers or speakers.
- h. Support services may be provided depending on available college resources, e.g., Writing Skills Lab, Writing Computer Lab, ESL program, and Center for Academic Services.

9. INSTRUCTIONAL MATERIALS / TECHNOLOGY NEEDS / HUMAN RESOURCE NEEDS (PRESENTLY EMPLOYED VS. NEW FACULTY)

- a. Text: An appropriate text will be selected. Contact the department for current adoptions.
- b. Technology: A dedicated computer lab supports independent student work in literature classes. Classroom projectors are used regularly by instructors to demonstrate useful techniques of literary interpretation, composition, and research to students.
- c. Tutors: Depending on available college resources, professional tutors, working closely with English faculty, may provide support for students as they compose and revise course essays.

10. TENTATIVE TOPICAL OUTLINE:

- a. Early British Literature (to c. 1485)
Anglo-Saxon Culture: Beowulf
Anglo-Norman Culture: Chaucer, Sir Gawain, poetry, morality plays, Mallory, The Book of Marjorie Kempe
- b. Renaissance and Reformation (1485-1603)
Marlowe, Shakespeare, lyric poetry
- c. Shakespearean Drama (1590-1610)
One full-length play (Henry IV Part I, King Lear, or other selection)
- d. The Seventeenth Century (1603-1675)
Bacon, Hobbes, Ben Jonson, Donne, Herbert, Herrick, Milton, Queen Elizabeth, Countess of Pembroke, Mary Wroth
- e. The Restoration and the Eighteenth Century (1660-1785)
Dryden, Locke, Addison, Steele, Montague, Behn, Finch, Equiano, Swift, Samuel Johnson, Pope, Defoe, Fielding, Richardson

11. GRADE DETERMINANTS:

The final grade in the course will be the cumulative grade based on the following letter grades or their numerical equivalents for the course assignments and examinations:

A	Excellent	C	Average	I	Incomplete
B+	Very Good	D	Below Average	W	Withdrawn

B	Good	F	Failure	R	Audit
C+	Above Average	P	Passing	NC	No Credit

12. NUMBER OF PAPERS AND EXAMINATIONS:

This is a writing-intensive course. Writing assignments may be divided, at the instructor's discretion, into 2-5 essays, one or more essay exams, and/or a research paper.

APPROVAL PROCESS FOR REVISED COURSE PROPOSALS

In order to maintain a central file of current course documents on Ocean Cruiser, any changes to the Course Proposal Format or to an Official Course Description must be sent to the Curriculum Committee, College Senate, and Board of Trustees for action or "For Information Only." This process will ensure that current course information is accessible to Advising, Financial Aid, and the college community and that accurate information will appear in the OCC College Catalog.

Revisions to the following items must receive action by the Curriculum Committee, College Senate, and Board of Trustees.	Revisions to the following items must be sent "For Information Only" to the Curriculum Committee, College Senate, and Board of Trustees.
#1 Course Number & Title	#5 Maximum Class Size / Course Fee Code / Differential Funding Category
#2 Semester Hours/Contact Hours	#8 Methods of Instruction
#3 Catalog Description	#9 Instructional Materials
#4 Prerequisites & Corequisites	#10 Tentative Topical Outline
#6 Justification	#11 Grade Determinants
#7 Course Objectives	#12 Number of Papers and Examinations

Revised: 1999; J. Hubbs

2005: J. Angona, A. Botein Furrevig, M.E. Carr, W. Kanouse, J. Lehotay

July 2006: J. Angona, G. Perabo

Board of Trustees Approval Date: November 6, 2006

Board of Trustees Approval Date: April 28, 2008

Board of Trustees Approval Date: March 26, 2012

PLT Approval of Form: May 22, 2012

EXHIBIT B-12

OCEAN COUNTY COLLEGE
OFFICIAL COURSE DESCRIPTION
SCHOOL OF LANGUAGE AND THE ARTS

1. COURSE NUMBER AND TITLE: ENGL-254: British Literature II *1785 to Present*

2. SEMESTER HOURS: 3 CONTACT HOURS: (3 + 0)
Lecture Lab

3. CATALOG DESCRIPTION:

An introduction to British Literature that provides a broad overview of literary and cultural development from 1785 through the current day, with focus on major writers of the Romantic, Victorian, Modern, Mid-Twentieth Century, and Post-Colonial eras.

4. PREREQUISITES: ENGL-151 COREQUISITES: None

5. MAXIMUM CLASS SIZE: 35 COURSE FEE CODE: 0
DIFFERENTIAL FUNDING CATEGORY: A

COURSE TYPE FOR PERKINS REPORTING:

☐ vocational (approved for Perkins funding)
☒ non-vocational (not approved for Perkins funding)

6. JUSTIFICATION

a. Describe the need for this course.

This course is a broad literary survey that may serve as a Group B Humanities/ Literature program requirement for Liberal Arts A.A. degrees. The course is strongly recommended for English majors, prospective educators, and all Liberal Arts A.A. tracks.

b. Relationship to courses within the College:

i. Will the college submit this course to the statewide General Education Coordinating Committee for approval as a course which satisfies a general education requirement? ☒ yes ☐ no

If yes, mark with an "x" the appropriate category below.

<input type="checkbox"/> Communication	<input type="checkbox"/> Social Science	<input type="checkbox"/> History
<input checked="" type="checkbox"/> Humanities	<input type="checkbox"/> Lab Science	<input type="checkbox"/> Science (Non-Lab)
<input type="checkbox"/> Mathematics	<input type="checkbox"/> Technology	<input type="checkbox"/> Diversity
<input type="checkbox"/> Information Literacy	<input type="checkbox"/> Ethical Reasoning/Action	

ii. If the course does not satisfy a general education requirement, which of the following does it satisfy:

☐ Program-specific requirement for the following degree program(s):

___ Elective

c. Related courses in other institutions:

[NOTE: The two charts below need to be completed when submitting a new course proposal. They do not need to be completed for most course revisions, unless an Official Course Description is so old that the course's transferability needs to be reconsidered, as in the case of an obsolete course which may be reactivated.]

- i. List any comparable course(s) by completing the table below. Insert "None" if there are no comparable courses.

Comparable Courses at NJ Community Colleges				
Institution (ex., Brookdale CC, Mercer CC, Atlantic Cape CC)	Course Title	Course Number	Number of Credits	Comments
Atlantic Cape CC	British Literature II	ENGL 204	3	

- ii. If "None" was inserted, please explain.
 iii. Complete the table below. The institutions listed comprise the top six institutions queried on NJTransfer by OCC students.

Transferability of Proposed Course				
Institution	Course Code, Title, and Credits	Transfer Category (Major, General Ed., or Elective)	Will NOT Transfer (Place an "x" in box)	Unable to Determine Status (Place "U" in box)
Georgian Court University	EN176 (BRITISH LITERATURE II) 3 cr.	General Education and Literature		
Kean University	ENG2206 (BRITISH LIT II) 3 cr.			
Monmouth University	EN002 (200 LEVEL ENGLISH ELECT) 3 cr.			
Richard Stockton College	LITT2103 (BRITISH LITERATURE II) 3 cr.	Humanities		
Rowan University	ENGL02110 3 cr.	General Education Course, History, Humanities and Language, Literature (Graduation Requirement)		
Rutgers – New	01358211 (BRITISH			

Brunswick	LITERATURE FROM 1800 TO THE PRESENT)3 cr.			
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- iv. If a "U" was inserted above, document the course transferability by providing either (a) the name of a contact person at the four-year institution, or (b) an email from the contact person (attach to this proposal).
 - v. If not transferable to any institution, explain.
- d. Consistency with the vision and mission statements, the Academic Master Plan, and the strategic initiatives of the College

This course helps prepare students to become intentional learners, who will be able to "effectively communicate orally...and in writing," appreciate "the diversity of the human imagination and the variety of its expressions across...cultures," "interpret and evaluate information from a variety of sources," demonstrate intellectual agility and the ability to manage change," and transform information into knowledge."

- e. Mark with an "x" the General Education goal(s) addressed by this course:

- | | |
|---|---|
| <input checked="" type="checkbox"/> 1. Communication – Written and Oral | <input checked="" type="checkbox"/> 6. Humanistic Perspective |
| <input type="checkbox"/> 2. Quantitative Knowledge and Skills | <input type="checkbox"/> 7. Historical Perspective |
| <input type="checkbox"/> 3. Scientific Knowledge and Reasoning | <input type="checkbox"/> 8. Global and Cultural Awareness |
| <input type="checkbox"/> 4. Technological Competency/Info Literacy | <input type="checkbox"/> 9. Ethical Reasoning and Action |
| <input type="checkbox"/> 5. Society and Human Behavior | <input checked="" type="checkbox"/> 10. Independent/Critical Thinking |

7. SPECIFIC COURSE LEARNING OBJECTIVES:

Students who successfully complete this course will be able to:

- a. Read, analyze, and compare a cross-section of British literature—poetry, fiction, prose non-fiction, and drama—written between c. 1785 and c. 2000.
- b. Become acquainted with the cultural and literary contexts of representative texts, placing writers and works within a framework of major historical and literary movements.
- c. Trace and examine the rise and decline of Great Britain's role as a world power and literary arbiter.
- d. Identify recurring literary themes.
- e. Develop a vocabulary for genre analysis.
- f. Express understandings of literature in discussions, essays, and exams.
- g. Use and document primary and critical sources in essay assignments.

8. METHODS OF INSTRUCTION:

- a. Lecture, discussion, and small-group work in literary response, interpretation, and analysis.
- b. Reading assignments from the textbook, current periodicals, or the Internet.
- c. Appropriate in-class and out-of-class writing assignments, e.g., reflective journals,

text explications, response essays, analytic essays, research essays, and collaborative projects (a minimum of 3000 words of finished writing).

- d. Instructor-student conferences.
 - e. Use of appropriate instructional media, e.g. filmed versions of literary works.
 - f. Student readings, performances, or simulations.
 - g. Guest readers or speakers.
 - h. Support services may be provided depending on available college resources, e.g., Writing Skills Lab, Writing Computer Lab, ESL program, and Center for Academic Services.
9. INSTRUCTIONAL MATERIALS / TECHNOLOGY NEEDS / HUMAN RESOURCE NEEDS (PRESENTLY EMPLOYED VS. NEW FACULTY)
- a. Text: An appropriate text will be selected. Contact the department for current adoptions.
 - b. Technology: A dedicated computer lab supports independent student work in literature classes. Classroom projectors are used regularly by instructors to demonstrate useful techniques of literary interpretation, composition, and research to students.
 - c. Tutors: Depending on available college resources, professional tutors, working closely with English faculty, may provide support for students as they compose and revise course essays.

10. TENTATIVE TOPICAL OUTLINE:

- a. Romanticism (The Ages of Reason, Enlightenment, and Revolution) 1785-1830:
Blake, Wordsworth, Coleridge, Byron, Shelley, Keats, M. Shelley, E. Bronte, Austen, Wollstonecraft, D. Wordsworth, Hazlitt, DeQuincy, Lamb
- b. The Victorian Age (1830-1901):
Hardy, Tennyson, R. Browning, E. Browning, Arnold, Rossetti, Hopkins, C. Bronte, Dickens, Thackeray, Eliot, Gaskell, Carlyle, Mill, Newman, Ruskin, Arnold, Pater
- c. Early Twentieth Century (1902-1940):
Yeats, Eliot, Thomas, Auden, Conrad, Joyce, Lawrence, Woolf, Orwell, Ford
- d. Mid-Twentieth Century and Post-Colonial Literature (1940-2005):
T. Hughes, Heaney, Walcott, S. Smith, Rushdie, Coetzee, Gordimer, Forster, Naipaul, Beckett, Churchill, Pinter (At the instructor's discretion, this unit may include a complete novel by a post-colonial British writer.)

11. GRADE DETERMINANTS:

The final grade in the course will be the cumulative grade based on the following letter grades or their numerical equivalents for the course assignments and examinations:

A	Excellent	C	Average	I	Incomplete
B+	Very Good	D	Below Average	W	Withdrawn
B	Good	F	Failure	R	Audit
C+	Above Average	P	Passing	NC	No Credit

12. NUMBER OF PAPERS AND EXAMINATIONS:

This is a writing intensive course. Writing assignments may be divided, at the instructor's discretion, into 2-5 essays, one or more essay exams, and/or a research paper.

APPROVAL PROCESS FOR REVISED COURSE PROPOSALS

In order to maintain a central file of current course documents on Ocean Cruiser, any changes to the Course Proposal Format or to an Official Course Description must be sent to the Curriculum Committee, College Senate, and Board of Trustees for action or "For Information Only." This process will ensure that current course information is accessible to Advising, Financial Aid, and the college community and that accurate information will appear in the OCC College Catalog.

Revisions to the following items must receive action by the Curriculum Committee, College Senate, and Board of Trustees.	Revisions to the following items must be sent "For Information Only" to the Curriculum Committee, College Senate, and Board of Trustees.
#1 Course Number & Title	#5 Maximum Class Size / Course Fee Code / Differential Funding Category
#2 Semester Hours/Contact Hours	#8 Methods of Instruction
#3 Catalog Description	#9 Instructional Materials
#4 Prerequisites & Corequisites	#10 Tentative Topical Outline
#6 Justification	#11 Grade Determinants
#7 Course Objectives	#12 Number of Papers and Examinations

Revised: 1999, J. Hubbs

2005, J. Angona, . Botein Furrevig, M.E. Carr, W. Kanouse, J. Lehotay

July 2006, J. Agnona, G. Perabo

Board of Trustees Approval Date: November 6, 2006

Board of Trustees Approval Date: April 28, 2008

Board of Trustees Approval Date: March 26, 2012

PLT Approval of Form: May 22, 2012

EXHIBIT B-13

OCEAN COUNTY COLLEGE
OFFICIAL COURSE DESCRIPTION
SCHOOL OF LANGUAGE AND THE ARTS

1. COURSE NUMBER AND TITLE: ENGL-255: World Literature I *Ancient through 1600*

2.

3. SEMESTER HOURS: 3 CONTACT HOURS: (3 + 0)
Lecture Lab

4. CATALOG DESCRIPTION:

Reading and discussion of some of the great works of world literature, specifically those not likely to be covered in courses on American, British and Contemporary literature. ENGL-255 considers literature of the Ancient, Medieval, and Renaissance Periods. This course satisfies the diversity requirement for the A.A. Liberal Arts degree.

5. PREREQUISITES: ENGL-151 COREQUISITES: None

6. MAXIMUM CLASS SIZE: 35 COURSE FEE CODE: 0
DIFFERENTIAL FUNDING CATEGORY: A

COURSE TYPE FOR PERKINS REPORTING:

☐ vocational (approved for Perkins funding)
☒ non-vocational (not approved for Perkins funding)

7. JUSTIFICATION

a. Describe the need for this course.

An ability to read and interpret literary classics is excellent preparation for all students, but especially for those planning to enter the field of education or to complete an English major. This survey course also introduces students to the study of diverse literatures, peoples, and geographic areas of the world.

b. Relationship to courses within the College:

i. Will the college submit this course to the statewide General Education Coordinating Committee for approval as a course which satisfies a general education requirement? ☒ yes ☐ no

If yes, mark with an "x" the appropriate category below.

<input type="checkbox"/> Communication	<input type="checkbox"/> Social Science	<input type="checkbox"/> History
<input checked="" type="checkbox"/> Humanities	<input type="checkbox"/> Lab Science	<input type="checkbox"/> Science (Non-Lab)
<input type="checkbox"/> Mathematics	<input type="checkbox"/> Technology	<input checked="" type="checkbox"/> Diversity
<input checked="" type="checkbox"/> Information Literacy	<input type="checkbox"/> Ethical Reasoning/Action	

ii. If the course does not satisfy a general education requirement, which of the following does it satisfy:

☐ Program-specific requirement for the following degree program(s):

 Elective

c. Related courses in other institutions:

[NOTE: The two charts below need to be completed when submitting a new course proposal. They do not need to be completed for most course revisions, unless an Official Course Description is so old that the course's transferability needs to be reconsidered, as in the case of an obsolete course which may be reactivated.]

- i. List any comparable course(s) by completing the table below. Insert "None" if there are no comparable courses.

Comparable Courses at NJ Community Colleges				
Institution (ex., Brookdale CC, Mercer CC, Atlantic Cape CC)	Course Title	Course Number	Number of Credits	Comments
Brookdale CC	World Literature I	ENGL 235	3	
Mercer CC	World Literature I	ENG 203	3	
Atlantic Cape CC	World Literature	ENGL 201	3	

- ii. If "None" was inserted, please explain.
 iii. Complete the table below. The institutions listed comprise the top six institutions queried on NJTransfer by OCC students.

Transferability of Proposed Course				
Institution	Course Code, Title, and Credits	Transfer Category (Major, General Ed., or Elective)	Will NOT Transfer (Place an "x" in box)	Unable to Determine Status (Place "U" in box)
Georgian Court University	EN115 (WORLD LITERATURE I) 3 cr.			
Kean University	ENG2403 (WORLD LITERATURE) 3 cr.	Humanities		
Monmouth University	EN201 (Literature I: Ancient Through) 3 cr.	Literature		
Richard Stockton College	LITT2100 (EUROPEAN LITERATURE I) 3 cr.	Humanities, International/Multicultural Course		
Rowan University	ENGL02105 (MASTPEC WESTRN LIT I) 3 cr.	General Education Course, Literature (Graduation Requirement)		
Rutgers – New Brunswick	01350EC (ENGLISH ELECTIVE) 3 cr.	English Elective		

- iv. If a "U" was inserted above, document the course transferability by providing either (a) the name of a contact person at the four-year institution, or (b) an email from the contact person (attach to this proposal).

- v. If not transferable to any institution, explain.
- d. Consistency with the vision and mission statements, the Academic Master Plan, and the strategic initiatives of the College

This course helps prepare students to become intentional learners, who will be able to “effectively communicate orally...and in writing,” appreciate “the diversity of the human imagination and the variety of its expressions across...cultures,” “interpret and evaluate information from a variety of sources,” demonstrate intellectual agility and the ability to manage change,” and transform information into knowledge.”

- e. Mark with an “x” the General Education goal(s) addressed by this course:

- | | |
|---|---|
| <input checked="" type="checkbox"/> 1. Communication – Written and Oral | <input checked="" type="checkbox"/> 6. Humanistic Perspective |
| <input type="checkbox"/> 2. Quantitative Knowledge and Skills | <input type="checkbox"/> 7. Historical Perspective |
| <input type="checkbox"/> 3. Scientific Knowledge and Reasoning | <input type="checkbox"/> 8. Global and Cultural Awareness |
| <input checked="" type="checkbox"/> 4. Technological Competency/Info Literacy | <input type="checkbox"/> 9. Ethical Reasoning and Action |
| <input type="checkbox"/> 5. Society and Human Behavior | <input checked="" type="checkbox"/> 10. Independent/Critical Thinking |

8. SPECIFIC COURSE LEARNING OBJECTIVES:

Students who successfully complete this course will be able to:

- Read, analyze, and compare a representative sampling of classic texts of world literature—myth, poetry, drama, fiction, and prose non-fiction,—written between c. 2500 B.C. and c. 1600 A.D.
- Become acquainted with the diverse cultural and literary contexts of representative texts, placing writers and works within a framework of major historical and literary movements.
- Identify both recurring and diverse literary topics, themes, and styles.
- Develop an appropriate literary vocabulary.
- Express an understanding of literature in discussions, essays, and exams.
- Gather, analyze, and evaluate information and use primary and secondary sources in essay assignments.

9. METHODS OF INSTRUCTION:

- Lecture, discussion, and small-group work in literary response, interpretation, and analysis.
- Reading assignments from the textbook, current periodicals, or the Internet.
- Appropriate in-class and out-of-class writing assignments, e.g., reflective journals, text explications, response essays, analytic essays, research essays, and collaborative projects (a minimum of 3000 words of finished writing).
- Instructor-student conferences.
- Use of appropriate instructional media, e.g. filmed versions of literary works.
- Student readings, performances, or simulations.
- Guest readers or speakers.

- h. Support services may be provided depending on available college resources, e.g., Writing Skills Lab, Writing Computer Lab, ESL program, and Center for Academic Services.

10. INSTRUCTIONAL MATERIALS / TECHNOLOGY NEEDS / HUMAN RESOURCE NEEDS (PRESENTLY EMPLOYED VS. NEW FACULTY)

- a. Text: An appropriate text will be selected. Contact the department for current adoptions.
- b. Technology: A dedicated computer lab supports independent student work in literature classes. Classroom projectors are used regularly by instructors to demonstrate useful techniques of literary interpretation, composition, and research to students.
- c. Tutors: Depending on available college resources, professional tutors, working closely with English faculty, may provide support for students as they compose and revise course essays.

11. TENTATIVE TOPICAL OUTLINE:

The following outline of eras and authors is a model that individual instructors may adapt as needed. Instructors also are strongly encouraged to incorporate several representative classic works of non-Western cultures into the course outline.

- a. The Ancient Greek World
 - Genesis, Exodus, Job, Psalms
 - The Iliad/The Odyssey
 - Classic Greek drama
 - Plato/Aristotle/Socrates
- b. The Ancient Roman World
 - The Aeneid
 - Ovid/Catullus/Horace/Cicero
 - The New Testament
 - Augustine
- c. The Medieval World
 - Religious and love poetry, 500-800 A.D.
 - The Song of Roland
 - The Poem of the Cid
 - The Divine Comedy, "The Inferno"
- d. The Early Renaissance
 - Boccaccio, Petrarch, Castiglione, Machiavelli, Cervantes

12. GRADE DETERMINANTS:

The final grade in the course will be the cumulative grade based on the following letter grades or their numerical equivalents for the course assignments and examinations:

A	Excellent	C	Average	I	Incomplete
B+	Very Good	D	Below Average	W	Withdrawn
B	Good	F	Failure	R	Audit

C+ Above Average P Passing NC No Credit

13. NUMBER OF PAPERS AND EXAMINATIONS:

This is a writing-intensive course. Writing assignments may be divided, at the instructor's discretion, into 2-5 essays, one or more essay exams, and/or a research paper.

APPROVAL PROCESS FOR REVISED COURSE PROPOSALS

In order to maintain a central file of current course documents on Ocean Cruiser, any changes to the Course Proposal Format or to an Official Course Description must be sent to the Curriculum Committee, College Senate, and Board of Trustees for action or "For Information Only." This process will ensure that current course information is accessible to Advising, Financial Aid, and the college community and that accurate information will appear in the OCC College Catalog.

Revisions to the following items must receive action by the Curriculum Committee, College Senate, and Board of Trustees.	Revisions to the following items must be sent "For Information Only" to the Curriculum Committee, College Senate, and Board of Trustees.
#1 Course Number & Title	#5 Maximum Class Size / Course Fee Code / Differential Funding Category
#2 Semester Hours/Contact Hours	#8 Methods of Instruction
#3 Catalog Description	#9 Instructional Materials
#4 Prerequisites & Corequisites	#10 Tentative Topical Outline
#6 Justification	#11 Grade Determinants
#7 Course Objectives	#12 Number of Papers and Examinations

Revised: Spring 1983: R. Weigold
 9/2/92: J. Lehotay
 Spring 2001: J. Angona
 Fall 2005: J. Angona
 July 2006: J. Angona
 Board of Trustees Approval Date: November 6, 2006
 Board of Trustees Approval Date: April 28, 2008
 Board of Trustees Approval Date: March 26, 2012
 PLT Approval of Form: May 22, 2012

EXHIBIT B-14

OCEAN COUNTY COLLEGE
OFFICIAL COURSE DESCRIPTION
SCHOOL OF LANGUAGE AND THE ARTS

1. COURSE NUMBER AND TITLE: ENGL-256: World Literature II *1600 to Present*

2. SEMESTER HOURS: 3 CONTACT HOURS: (3 + 0)
Lecture Lab

3. CATALOG DESCRIPTION:

A study of some of the world's great authors (by non-English writers), from the neoclassicism of the seventeenth century to through works of the twentieth century. An emphasis is placed on a diversity of ideas, nations and genres. This course satisfies the diversity requirement for the A.A. Liberal Arts degree.

4. PREREQUISITES: ENGL-151 COREQUISITES: None

5. MAXIMUM CLASS SIZE: 35 COURSE FEE CODE: 0
DIFFERENTIAL FUNDING CATEGORY: A

COURSE TYPE FOR PERKINS REPORTING:

☐ vocational (approved for Perkins funding)
☒ non-vocational (not approved for Perkins funding)

6. JUSTIFICATION

a. Describe the need for this course.

An ability to read and interpret literary classics is excellent preparation for all students, but especially for those planning to enter the field of education or to complete an English major. This survey course also introduces students to the study of diverse literatures, peoples, and geographic areas of the world.

b. Relationship to courses within the College:

i. Will the college submit this course to the statewide General Education Coordinating Committee for approval as a course which satisfies a general education requirement? ☒ yes ☐ no

If yes, mark with an "x" the appropriate category below.

<input type="checkbox"/> Communication	<input type="checkbox"/> Social Science	<input type="checkbox"/> History
<input checked="" type="checkbox"/> Humanities	<input type="checkbox"/> Lab Science	<input type="checkbox"/> Science (Non-Lab)
<input type="checkbox"/> Mathematics	<input type="checkbox"/> Technology	<input checked="" type="checkbox"/> Diversity
<input type="checkbox"/> Information Literacy	<input type="checkbox"/> Ethical Reasoning/Action	

ii. If the course does not satisfy a general education requirement, which of the following does it satisfy:

___ Program-specific requirement for the following degree program(s):

___ Elective

c. Related courses in other institutions:

[NOTE: The two charts below need to be completed when submitting a new course proposal. They do not need to be completed for most course revisions, unless an Official Course Description is so old that the course's transferability needs to be reconsidered, as in the case of an obsolete course which may be reactivated.]

- i. List any comparable course(s) by completing the table below. Insert "None" if there are no comparable courses.

Comparable Courses at NJ Community Colleges				
Institution (ex., Brookdale CC, Mercer CC, Atlantic Cape CC)	Course Title	Course Number	Number of Credits	Comments
Brookdale CC	World Literature II	ENGL 256	3	
Mercer CC	World Literature II	ENG 204	3	

- ii. If "None" was inserted, please explain.
 iii. Complete the table below. The institutions listed comprise the top six institutions queried on NJTransfer by OCC students.

Transferability of Proposed Course				
Institution	Course Code, Title, and Credits	Transfer Category (Major, General Ed., or Elective)	Will NOT Transfer (Place an "x" in box)	Unable to Determine Status (Place "U" in box)
Georgian Court University	EN116 (WORLD LITERATURE II) 3 cr.			
Kean University	ENG2403 (WORLD LITERATURE) 3 cr.	Humanities		
Monmouth University	EN202 (Literature II: Neoclassical to the) 3 cr.	Literature		
Richard Stockton College	LITT2101 (EUROPEAN LITT II) 3 cr.	Humanities		
Rowan University	ENGL02105 (MASTPEC WESTRN LIT I) 3 cr.	General Education Course, Literature (Graduation Requirement)		
Rutgers – New	01350EC (ENGLISH	English Elective		

Brunswick	ELECTIVE)3 cr.			
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- iv. If a "U" was inserted above, document the course transferability by providing either (a) the name of a contact person at the four-year institution, or (b) an email from the contact person (attach to this proposal).
 - v. If not transferable to any institution, explain.
- d. Consistency with the vision and mission statements, the Academic Master Plan, and the strategic initiatives of the College

This course helps prepare students to become intentional learners, who will be able to "effectively communicate orally...and in writing," appreciate "the diversity of the human imagination and the variety of its expressions across...cultures," "interpret and evaluate information from a variety of sources," demonstrate intellectual agility and the ability to manage change," and transform information into knowledge."

- e. Mark with an "x" the General Education goal(s) addressed by this course:

- | | |
|---|---|
| <input checked="" type="checkbox"/> 1. Communication – Written and Oral | <input checked="" type="checkbox"/> 6. Humanistic Perspective |
| <input type="checkbox"/> 2. Quantitative Knowledge and Skills | <input type="checkbox"/> 7. Historical Perspective |
| <input type="checkbox"/> 3. Scientific Knowledge and Reasoning | <input type="checkbox"/> 8. Global and Cultural Awareness |
| <input type="checkbox"/> 4. Technological Competency/Info Literacy | <input type="checkbox"/> 9. Ethical Reasoning and Action |
| <input type="checkbox"/> 5. Society and Human Behavior | <input checked="" type="checkbox"/> 10. Independent/Critical Thinking |

7. SPECIFIC COURSE LEARNING OBJECTIVES:

Students who successfully complete this course will be able to:

- a. Read, analyze, and compare a representative sampling of classic texts of world literature—myth, poetry, drama, fiction, and prose non-fiction, written between c. 1600 A.D. and the present day.
- b. Become acquainted with the diverse cultural and literary contexts of representative texts, placing writers and works within a framework of major historical and literary movements.
- c. Identify both recurring and diverse literary topics, themes, and styles.
- d. Develop an appropriate literary vocabulary.
- e. Express an understanding of literature in discussions, essays, and exams.
- f. Use and document primary and secondary sources in essay assignments.

8. METHODS OF INSTRUCTION:

- a. Lecture, discussion, and small-group work in literary response, interpretation, and analysis.
- b. Reading assignments from the textbook, current periodicals, or the Internet.
- c. Appropriate in-class and out-of-class writing assignments, e.g., reflective journals, text explications, response essays, analytic essays, research essays, and collaborative projects (a minimum of 3000 words of finished writing).
- d. Instructor-student conferences.
- e. Use of appropriate instructional media, e.g. filmed versions of literary works.
- f. Student readings, performances, or simulations.

- g. Guest readers or speakers.
 - h. Support services may be provided depending on available college resources, e.g., Writing Skills Lab, Writing Computer Lab, ESL program, and Center for Academic Services.
9. INSTRUCTIONAL MATERIALS / TECHNOLOGY NEEDS / HUMAN RESOURCE NEEDS (PRESENTLY EMPLOYED VS. NEW FACULTY)
- a. Text: An appropriate text will be selected. Contact the department for current adoptions.
 - b. Technology: A dedicated computer lab supports independent student work in literature classes. Classroom projectors are used regularly by instructors to demonstrate useful techniques of literary interpretation, composition, and research to students.
 - c. Tutors: Depending on available college resources, professional tutors, working closely with English faculty, may provide support for students as they compose and revise course essays.

10. TENTATIVE TOPICAL OUTLINE:

The following outline of eras and authors is a model that individual instructors may adapt as needed. Instructors also are strongly encouraged to incorporate other representative non-Western texts into the course outline.

- a. The Enlightenment: Moliere, Racine, Voltaire
- b. Nineteenth-Century Romanticism: Rousseau, Goethe, Heine, Pushkin, Hugo
- c. Nineteenth-Century Realism and Naturalism: Flaubert, Dostoevsky, Tolstoy, Ibsen, Chekhov, Baudelaire
- d. Twentieth-Century Modernism: Pirandello, Proust, Mann, Rilke, Kafka, Brecht, Lorca, Camus
- e. Contemporary Explorations: Borges, Beckett, Solzhenitsyn, Garcia Marquez, Soyinka

11. GRADE DETERMINANTS:

The final grade in the course will be the cumulative grade based on the following letter grades or their numerical equivalents for the course assignments and examinations:

A	Excellent	C	Average	I	Incomplete
B+	Very Good	D	Below Average	W	Withdrawn
B	Good	F	Failure	R	Audit
C+	Above Average	P	Passing	NC	No Credit

12. NUMBER OF PAPERS AND EXAMINATIONS:

This is a writing-intensive course. Writing assignments may be divided, at the instructor's discretion, into 2-5 essays, one or more essay exams, and/or a research paper.

APPROVAL PROCESS FOR REVISED COURSE PROPOSALS

In order to maintain a central file of current course documents on Ocean Cruiser, any changes to the Course Proposal Format or to an Official Course Description must be sent to the Curriculum Committee, College Senate, and Board of Trustees for action or "For Information Only." This process will ensure that current course information is accessible to Advising, Financial Aid, and the college community and that accurate information will appear in the OCC College Catalog.

Revisions to the following items must receive action by the Curriculum Committee, College Senate, and Board of Trustees.	Revisions to the following items must be sent "For Information Only" to the Curriculum Committee, College Senate, and Board of Trustees.
#1 Course Number & Title	#5 Maximum Class Size / Course Fee Code / Differential Funding Category
#2 Semester Hours/Contact Hours	#8 Methods of Instruction
#3 Catalog Description	#9 Instructional Materials
#4 Prerequisites & Corequisites	#10 Tentative Topical Outline
#6 Justification	#11 Grade Determinants
#7 Course Objectives	#12 Number of Papers and Examinations

Revised: May 1983
 9/2/92: J. Lehotay,
 3/22/2001: J. Lehotay
 Fall 2005: J. Angona
 July 2006: J. Angona

Board of Trustees Approval Date: November 6, 2006

Board of Trustees Approval Date: April 28, 2008

Board of Trustees Approval Date: March 26, 2012

PLT Approval of Form: May 22, 2012