

EXHIBIT B



BOARD OF TRUSTEES

Bylaw, Policy, and Curriculum Committee Agenda Items

To: Board of Trustees

From: Office of the President

Date: September 16, 2021

The following Bylaw, Policy, and Curriculum Committee items are recommended to the Ocean County College Board of Trustees for approval at its meeting on **Thursday, September 23, 2021**:

1. Recommend approval of the following Ocean County College academic calendars:
 - a. 2022-2023 Academic Calendar (**Exhibit B-1**)
 - b. 2023-2024 Academic Calendar (**Exhibit B-2**)
 - c. 2022 Accelerated Academic Calendar (**Exhibit B-3**)
 - d. 2023 Accelerated Academic Calendar (**Exhibit B-4**)
 - e. 2024 Accelerated Academic Calendar (**Exhibit B-5**)
2. Recommend approval of the following 2021-22 Advisory Committees: (**Exhibit B-6**)
 - a. Addictions and Human Services Advisory Committee
 - b. American Sign Language/English Interpreting Advisory Committee
 - c. Business and Paralegal Advisory Committee
 - d. Computer Studies Advisory Committee
 - e. Criminal Justice Advisory Committee
 - f. Engineering Advisory Committee
 - g. Environmental Management Advisory Committee
 - h. Fine and Performing Arts Advisory Committee
 - i. Health and Human Performance Advisory Committee
 - j. Hospitality, Recreation, and Tourism Management Advisory Committee
 - k. Media and Communications Advisory Committee
 - l. Nursing Advisory Committee

3. Recommend approval of the following items as accepted by the College Senate at its meeting on September 9, 2021:
 - a. New Program Option
 - 1) Associate in Science in Business Administration – Option in Data Analytics (**Exhibit B-7**)
 - b. New Certificate
 - 1) Certificate of Completion in Data Analytics (**Exhibit B-8**)
 - c. Revised Certificate
 - 1) Certificate of Completion in Addictions Counseling (**Exhibit B-9**)
 - d. New Courses
 - 1) BUSN 159, Survey of Business and Data Analytics (**Exhibit B-10**)
 - 2) MATH 157, Introduction to Data Science (**Exhibit B-11**)
 - 3) STSC 151, Student Success Seminar for Veteran/Military-Affiliated Students (**Exhibit B-12**)

EXHIBIT B-1

ACADEMIC CALENDAR 2022-2023**Fall Semester 2022**

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 2022 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)

Wednesday, January 4	Classes Begin
Monday, January 16	No Classes
Friday, January 20	Last Day of Classes

Spring Semester 2023

Thursday, January 19	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 2023 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 2023 First Five Week /Ten-Week Sessions

Monday, May 22	Classes Begin
Thursday, May 25	No Classes
Monday, May 29	No Classes
Tuesday, June 27	Last Day of Classes (1st 5-week)
Tuesday, July 4	No Classes
Thursday, August 3	Last Day of Classes (10-week)

Summer 2023 Second Five-Week /Six-Week Sessions

Wednesday, June 28	Classes Begin
Tuesday, July 4	No Classes
Thursday, August 3	Last Day of Classes (2nd 5-week)
Wednesday, August 9	Last Day of Classes (6-week)

Summer 2023 Post Session (Four-Day Week)

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

EXHIBIT B-2

ACADEMIC CALENDAR 2023-2024**Fall Semester 2023**

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 2023 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)

Wednesday, January 3	Classes Begin
Monday, January 15	No Classes
Friday, January 19	Last Day of Classes

Spring Semester 2024

Thursday, January 18	Colloquium
Monday, January 22	Classes begin
Monday, February 19	No Classes
Monday, March 18 - Sunday, March 24	No Classes - Spring Break
Monday, May 13	Last Day of Classes
Thursday, May 23	Commencement

Spring 2024 Quick Term

Tuesday, February 27	Classes Begin
Monday, March 18 - Sunday, March 24	No Classes - Spring Break
Monday, May 13	Last Day of Classes

Summer 2024 First Five Week /Ten-Week Sessions

Monday, May 20	Classes Begin
Thursday, May 23	No Classes
Monday, May 27	No Classes
Tuesday, June 25	Last Day of Classes (1st 5-week)
Thursday, July 4	No Classes
Thursday, August 1	Last Day of Classes (10-week)

Summer 2024 Second Five-Week /Six-Week Sessions

Wednesday, June 26	Classes Begin
Thursday, July 4	No Classes
Thursday, August 1	Last Day of Classes (2nd 5-week)
Wednesday, August 7	Last Day of Classes (6-week)

Summer 2024 Post Session (Four-Day Week)

Monday, August 5	Classes Begin
Wednesday, August 28	Last Day of Classes

EXHIBIT B-3

2022 ACCELERATED ACADEMIC CALENDAR

2022 Accelerated Term 5

Wednesday, September 7	First Day of Classes
Thursday, October 27	Last Day of Classes

2022 Accelerated Term 6

Monday, October 31	First Day of Classes
Wednesday, November 23 - Friday, November 25	No Classes
Friday, December 23	Last Day of Classes

EXHIBIT B-4

2023 ACCELERATED ACADEMIC CALENDAR**2023 Accelerated Term 1**

Monday, January 23	First Day of Classes
Monday, February 20	No Classes
Wednesday, March 15	Last Day of Classes

2023 Accelerated Term 2

Monday, March 27	First Day of Classes
Monday, May 15	Last Day of Classes

2023 Accelerated Term 3

Monday, May 22	First Day of Classes
Thursday, May 25	No Classes
Monday, May 29	No Classes
Tuesday, July 4	No Classes
Thursday, July 13	Last Day of Classes

2023 Accelerated Term 4

Friday, July 14	First Day of Classes
Thursday, August 31	No Classes
Saturday, September 2	Last Day of Classes

2023 Accelerated Term 5

Wednesday, September 6	First Day of Classes
Thursday, October 26	Last Day of Classes

2023 Accelerated Term 6

Monday, October 30	First Day of Classes
Wednesday, November 22 - Friday, November 24	No Classes
Friday, December 22	Last Day of Classes

EXHIBIT B-5

2024 ACCELERATED ACADEMIC CALENDAR**2024 Accelerated Term 1**

Monday, January 22	First Day of Classes
Monday, February 19	No Classes
Wednesday, March 13	Last Day of Classes

2024 Accelerated Term 2

Monday, March 25	First Day of Classes
Monday, May 13	Last Day of Classes

2024 Accelerated Term 3

Monday, May 20	First Day of Classes
Thursday, May 23	No Classes
Monday, May 27	No Classes
Thursday, July 4	No Classes
Thursday, July 11	Last Day of Classes

2024 Accelerated Term 4

Friday, July 12	First Day of Classes
Thursday, August 29	No Classes
Saturday, August 31	Last Day of Classes

EXHIBIT B-6

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EXHIBIT B-7



BOARD OF TRUSTEES

RESOLUTION

WHEREAS, Ocean County College desires to offer a new **Data Analytics Option** in its **Associate in Science degree in Business Administration**; and

WHEREAS, the Data Analytics option is designed to provide students with both business skills as well as a solid foundation in quantitative and programming skills; and

WHEREAS, a graduate of this program will have the ability to analyze fundamental concepts and operations of the private enterprise system, compare and contrast the various legal forms of business ownership and develop awareness of how government decisions can influence the business environment, discuss the role of management and leadership in developing an organizational structure, examine the role of marketing and the role of information in developing a marketing strategy encompassing the mix of product, pricing, distribution, and promotion, develop quantitative and programming skills, explore the value of data and programming in problem solving, explore data relationships, perform queries and analysis, and retrieve and organize information in databases; and

WHEREAS, this program prepares students to transfer to a baccalaureate program in business and data analytics;

NOW, THEREFORE, BE IT RESOLVED that the Ocean County College Board of Trustees, at its meeting on September 23, 2021, approves the Data Analytics Option of the Associate in Science Business Administration degree.

September 23, 2021

Stephen R. Leone
Secretary

New Program Proposal

Date Submitted: Fri, 16 Jul 2021 19:43:44 GMT

Viewing: **AS.BA.DA : Business Administration -
Option in Data Analytics, Associate in Science**

Last approved: Fri, 07 May 2021 14:06:39 GMT

Last edit: Fri, 03 Sep 2021 19:22:15 GMT

Changes proposed by: Katherine Toy (ktoy)

Program Type

Option

Program Title

Business Administration - Option in Data Analytics, Associate in Science

Option Title

Option in Data Analytics

Academic School

Business and Social Sciences

Base Program

Business Administration, Associate in Science

Effective Catalog Year

2021-2022

Program Code

AS.BA.DA

CIP Code

30.7101 - 30.7101

Objectives

Program Description

The program description should be developed with the program goals in mind. Also, consider that it will be what goes into the college catalog and will represent the program publicly in the future. Try to make it readable for students and informative but not too

busy. This should give a brief synopsis of what the program offers in terms of content, transfer, and career.

The AS in Business Administration, Option in Data Analytics, is designed for those students desiring to transfer to a baccalaureate program in business and data analytics. This degree is a broad program of study that provides students with both business skills as well as a solid foundation in quantitative and programming skills. Students will generate insights from data allowing them to identify and predict business trends. Topics include computer databases, computer programming, inference, machine learning, optimization, probability and stochastic models, statistics, strategy, uncertainty quantification, and visual analytics.

Program Learning Outcomes

Students who successfully complete this program will be able to:	
PLO1	Analyze the fundamental concepts and operations of the private enterprise system, including production, consumption, and the impact of globalization.
PLO2	Compare and contrast the various legal forms of business ownership, and develop awareness of how government decisions can influence the business environment.
PLO3	Evaluate accounting transactions and financial statements for sole proprietorships, partnerships, and corporations.
PLO4	Discuss the role of management and leadership in developing an organizational structure.
PLO5	Examine the role of marketing and the role of information in developing a marketing strategy encompassing the mix of product, pricing, distribution and promotion.
PLO6	Develop quantitative and programming skills.
PLO7	Explore the value of data and programming in problem-solving, which can be applied to the various fields in business and economics.
PLO8	Explore data relationships; perform queries and analysis which could be used to reach decisions in various business applications.
PLO9	Retrieving and organizing information in databases.

Learning Outcomes Display (show only)

[illegible]

Learning Outcomes Display (show only)

Course Code	PLO 1	PLO 2	PLO 3	PLO 4	PLO 5	PLO 6	PLO 7	PLO 8	PLO 9
BUSN 134									
CSIT 123									
ECON 152									
ThirdSemester									
ACCT 161									
BUSN 251									
CSIT 213									
CSIT 168									
FourthSemester									
ACCT 162									
BUSN 271									
CSIT 126									
COMM 154									

Required Qualifications

Program Requirements

Plan of Study Grid		
First Semester		Credit Hours
<u>ENGL 151</u>	English I	3.00000
<u>MATH 156</u>	or Higher ¹	3-6
<u>ECON 151</u>	Macroeconomic Principles	3
<u>Humanities Gen. Ed. Requirement</u>		3
<u>STSC 150</u>	Student Success Seminar	2
or <u>STSC 170</u>	or Student Success Seminar for Business Majors	
	Credit Hours	14-17
Second Semester		
<u>ENGL 152</u>	English II	3
<u>CSIT 165</u>	Programming I	4.00000
<u>BUSN 134</u>	Principles of Marketing	3
<u>CSIT 123</u>	Integrated Office Software	3
<u>ECON 152</u>	Microeconomics Principles	3
	Credit Hours	16
Third Semester		
<u>ACCT 161</u>	Principles of Accounting I	3
<u>BUSN 251</u>	Business Law I	3
<u>CSIT 213</u>	Database Management	3.00000

<u>CSIT 168</u>	Introduction to Python Programming	2-4
or <u>MATH 157</u>	or Course MATH 157 Not Found	
<u>Lab Science Gen. Ed. Requirement</u>		4
	Credit Hours	15-17
Fourth Semester		
<u>ACCT 162</u>	Principles of Accounting II	3
<u>BUSN 271</u>	Principles of Management	3
<u>CSIT 126</u>	Intermediate Spreadsheets and Database ¹	
or <u>CSIT 185</u>	or Networking I	
or <u>MATH 191</u>	or Precalculus I	3.00000
or <u>CSIT 191</u>	or Course CSIT 191 Not Found	
<u>COMM 154</u>	Fundamentals of Public Speaking	3.00000
Elective to meet 60 credits ²		3
	Credit Hours	15
	Total Credit Hours	60-65

¹ Most four-year business analytics degree programs require Statistics, yet many also desire Business Calculus or Calculus as the entry-level math course. Please discuss your course choices with your assigned advisor.

² BUSN 159 is a recommended elective.

How does this option differ from its base program?

This option gives students more specific structure and preparation for transfer into a Business and Data Analytics program than the base AS in Business Administration. In order to maximize quantitative, programming, and analytical skills while still covering the foundations of Business and Economics, the Social Science General Education slots were pre-filled with the Economics courses.

There is a 12 credit difference in concentration courses between the base A.S. in Business Administration and this option.

Degree Requirements Breakdown

GCOM

Course Code & Title	Credits
ENGL 151	3
ENGL 152	3

GHUM

Course Code & Title	Credits
HUMN	3

GSOC

EXHIBIT B-7

Course Code & Title	Credits
ECON 151	3

GSOC/ GHUM

Course Code & Title	Credits
ECON 152	3

GMAT/ GSCI/ GTEC

Course Code & Title	Credits
MATH 156 OR HIGHER	3-6
CSIT 123	3
LAB SCIE	4

General Education

Course Code & Title	Credits
COMM 154	3
CSIT 165	4

Concentration Courses

Course Code & Title	Credits
BUSN 134	3
ACCT 161	3
BUSN 251	3
ACCT 162	3
BUSN 271	3
CSIT 213	3

Elective Courses

Course Code & Title	Credits
STSC 150	2
CSIT 126 or CSIT 185 or CSIT 191 or MATH 191	3
CSIT 168 or MATH 157	2-4
ELECTIVE	0-3

Board Approval**History of Board approval dates**

N/A

Reviewer Comments

EXHIBIT B-8



BOARD OF TRUSTEES

RESOLUTION

WHEREAS, Ocean County College desires to offer a new Certificate of Completion in Data Analytics (CIP Code 30.7101); and

WHEREAS, the Certificate of Completion in Data Analytics is designed to provide students with the skills necessary to earn industry-accepted credentials in Business and Data Analytics; and

WHEREAS, students who apply to this program acquire in-demand job skills or are able to complete the A.S. Business Administration Option in Data Analytics; and

WHEREAS, students who successfully complete this certificate will explore data for relationships that can shed light on questions and problems in business and economics; develop programming and quantitative skills to organize, process and evaluate data; and utilize data visualization and explore both “code” and “no-code” approaches to model building; and

WHEREAS, this certificate program consists of 21-26 credits;

NOW, THEREFORE, BE IT RESOLVED that the Ocean County College Board of Trustees, at its meeting on September 23, 2021, approves the Certificate of Completion in Data Analytics.

September 23, 2021

Stephan R. Leone
Secretary

New Program Proposal

Date Submitted: Fri, 16 Jul 2021 19:48:03 GMT

Viewing: **CC.DA : Data Analytics**

Last edit: Thu, 26 Aug 2021 21:50:47 GMT

Changes proposed by: Katherine Toy (ktoy)

Program Type

Certificate of Completion

Program Title

Data Analytics

Academic School

Business and Social Sciences

Effective Catalog Year

2021-2022

Program Code

CC.DA

CIP Code

30.7101 - 30.7101

Program Description

The program description should be developed with the program goals in mind. Also, consider that it will be what goes into the college catalog and will represent the program publicly in the future. Try to make it readable for students and informative but not too busy. This should give a brief synopsis of what the program offers in terms of content, transfer, and career.

This certificate combines the basics of statistics and data science with applications in Business and Economics. It can be part of the AS Business Administration option in Data Analytics or can be used for acquiring in-demand job skills. Combined with the option in Data Analytics, it can be used for transfer to a four-year program. Students will have the opportunity to earn an industry-accepted credential in Business and Data Analytics.

Program Learning Outcomes

Students who successfully complete this program will be able to:

PLO1	Explore data for relationships that can shed light on questions and problems in business and economics.
PLO2	Develop programming and quantitative skills to organize, process and evaluate data.
PLO3	Utilize data visualization and explore both "code" and "no-code" approaches to model building.

Learning Outcomes Display (show only)

Course Code	PLO 1	PLO 2	PLO 3
CSIT 165			
BUSN 134			
BUSN 271			
CSIT 123			
CSIT 213			
CSIT 168			
MATH 157			
CSIT 126			
CSIT 185			
MATH 191			
CSIT 191			
BUSN 159			

Required Qualifications

Code	Course List Title	Credit Hours
<u>MATH 156</u> or higher		3.0-6.0
<u>CSIT 165</u>	Programming I	4.00000
<u>BUSN 134</u>	Principles of Marketing	3.00000
or <u>BUSN 271</u>	Principles of Management	
<u>CSIT 123</u>	Integrated Office Software	3.00000
<u>CSIT 213</u>	Database Management	3.00000
<u>CSIT 168</u>	Introduction to Python Programming	2.00000 - 4.0
or <u>MATH 157</u>	Course MATH 157 Not Found	
<u>CSIT 126</u>	Intermediate Spreadsheets and Database	3.00000
or <u>CSIT 185</u>	Networking I	
or <u>MATH 191</u>	Precalculus I	
or <u>CSIT 191</u>	Course CSIT 191 Not Found	
<u>BUSN 159</u>	Course BUSN 159 Not Found	
Total Credit Hours		21-26

Degree Requirements Breakdown

GCOM

Course Code & Title	Credits
N.A.	N.A.

GHUM

Course Code & Title	Credits
N.A.	N.A.

GSOC

Course Code & Title	Credits
N.A.	N.A.

GSOC/ GHUM

Course Code & Title	Credits
N.A.	N.A.

GMAT/ GSCI/ GTEC

Course Code & Title	Credits
N.A.	N.A.

General Education

Course Code & Title	Credits
N.A.	N.A.

Concentration Courses

Course Code & Title	Credits
MATH 156 or Higher	3-6
CSIT 165	4
BUSN 134 or BUSN 271	3
CSIT 123	3
CSIT 213	3
CSIT 168 or MATH TBD-3	2-4
CSIT 126 or CSIT 185 or MATH 191 or CSIT 191	3
BUSN 159	1

Elective Courses

EXHIBIT B-8

	Course Code & Title		Credits
N.A.		N.A.	

Reviewer Comments

EXHIBIT B-9

CC.ALDC : Addictions Counseling, Certificate of Completion

Last edit: Wed, 18 Aug 2021 16:37:16 GMT

Changes proposed by: Katherine Toy (ktoy)

Program Type

Certificate of Completion

Program Title

Addictions Counseling, Certificate of Completion

Academic School

Business and Social Sciences

Effective Catalog Year

2022-2023

Program Code

CC.ALDC

CIP Code

51.1501 - 51.1501

Program Description

The program description should be developed with the program goals in mind. Also, consider that it will be what goes into the college catalog and will represent the program publicly in the future. Try to make it readable for students and informative but not too busy. This should give a brief synopsis of what the program offers in terms of content, transfer, and career.

This program of study is the mandatory core of alcohol and drug counseling courses designed to prepare the student for becoming credentialed in New Jersey as a Certified Alcohol and Drug Counselor. These specialized courses are approved by the State of New Jersey Board of Marriage and Family Therapy Examiner's Alcohol and Drug Counseling Committee and by the Addictions Professional Certification Board of New Jersey for the required 270 education hours.

Program Learning Outcomes

Students who successfully complete this program will be able to:	
PLO1	Identify major drug categories.

EXHIBIT B-9

Students who successfully complete this program will be able to:	
PLO2	Identify physical and psychological effects of drugs.
PLO3	Describe the theoretical foundation pertaining to prevention, intervention, and treatment of clients.
PLO4	Identify assessment instruments and intake procedures appropriate for working with clients.

Learning Outcomes Display (show only)

Course Code	PLO 1	PLO 2	PLO 3	PLO 4
ALDC 101				
ALDC 102				
ALDC 105				
ALDC 106				
ALDC 107				
ALDC 108				

Required Qualifications

Code	Course List Title	Credit Hours
<u>ALDC 101</u>	Addictions Disorders and Recovery Supports	3
<u>ALDC 102</u>	Addictions Counseling: Professional Responsibilities	3
<u>ALDC 105</u>	Addiction Counseling Skills	3
<u>ALDC 106</u>	Assessing Addictive Disorders	3
<u>ALDC 107</u>	Addiction Counseling Methodolgy	3
<u>ALDC 108</u>	Addiction Counseling Client Education	3
Total Credit Hours		18

Degree Requirements Breakdown**GCOM**

Course Code & Title	Credits
N.A.	N.A.

GHUM

Course Code & Title	Credits
N.A.	N.A.

GSOC

EXHIBIT B-9

Course Code & Title	Credits
N.A.	N.A.

GSOC/ GHUM

Course Code & Title	Credits
N.A.	N.A.

GMAT/ GSCI/ GTEC

Course Code & Title	Credits
N.A.	N.A.

General Education

Course Code & Title	Credits
N.A.	N.A.

Concentration Courses

Course Code & Title	Credits
ALDC 101	3.0
ALDC 102	3.0
ALDC 105	3.0
ALDC 106	3.0
ALDC 107	3.0
ALDC 108	3.0

Elective Courses

Course Code & Title	Credits
N.A.	N.A.

Board Approval

History of Board approval dates

Board of Trustees Approval Date: April 25, 2011

Board of Trustees Approval Date: March 29, 2018

Reviewer Comments

EXHIBIT B-10

New Course Proposal

Date Submitted: Wed, 07 Jul 2021 19:35:42 GMT

Viewing: **BUSN 159 : Survey of Business and Data Analytics**

Last edit: Wed, 18 Aug 2021 16:36:37 GMT

Changes proposed by: Katherine Toy (ktoy)

Learning Outcomes Display (show only)

1. Course Information

Subject

BUSN - Business

School

Business and Social Sciences

Course Title

Survey of Business and Data Analytics

2. Hours

Semester Hours

1

Lecture

1

Lab

1

Practicum

0

3. Catalog Description

For display in the online catalog

This course introduces students to Business applications of Data Analytics without requiring extensive prior knowledge of computer programming. Students will also utilize software in

discovering patterns and relationships in data, which can be used to better understand concepts and decision-making in the fields of Economics and Business.

4. Requisites

Prerequisites

NONE

Corequisites

NONE

5. Course Type

Course Type for Perkins Reporting

vocational (approved for Perkins funding)

6. Justification

Describe the need for this course

This course is part of a Certificate in Data Analytics and part of an A.S. Business Option in Data Analytics. It serves to conveniently introduce students to this in-demand field without extensive prior coursework being needed. Students have the opportunity to gain an industry credential related to topics such as data visualization or machine learning.

7. General Education

Will the college submit this course to the statewide General Education Coordinating Committee for approval as a course, which satisfies a general education requirement?

No

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

Program-specific requirement

8. Consistency with the Vision and Mission Statements, the Academic Master Plan, and the strategic initiatives of the College

Please describe how this course is consistent with Ocean County College's current Vision Statement, Mission Statement, Academic Master Plan, and the strategic initiatives of the College:

Add item	
1	Offer comprehensive educational programs that develop intentional learners of all ages and ensure the full assessment of student learning in these programs. (Mission Statement)
2	Foster educational innovation through effective teaching-learning strategies, designed to develop and nurture intentional learners who are informed and empowered. (Vision Statement)
3	Employ technology and learning outcomes assessment to ensure student success in an increasingly diverse and complex world. (Vision Statement)
4	Prepare students for entrance into the workforce and empower students through the mastery of intellectual and Practical Skills. (Academic Master Plan)
5	Challenge students to transfer information into knowledge and knowledge into action. (Academic Master Plan)

9. Related Courses at Other Institutions

Comparable Courses at NJ Community Colleges

Institution

Warren County CC

Course Title

Digital Analytics

Course Number

BUS 204

Number of Credits

3

Comments

This course is not entirely comparable as the main focus is on digital marketing and the number of credits is significantly different.

Institution

County College of Morris

Course Title

Course Number

Number of Credits

Comments

Non-credit coursework in Data Analytics and Data Visualization are offered, including non-credit coursework in Tableau

Transferability of Course

Georgian Court University

Course Code, Title, and Credits	Transfer Catagory	If non-transferable; select status
		Unable to determine status

Kean University

Course Code, Title, and Credits	Transfer Catagory	If non-transferable; select status
		Unable to determine status

Monmouth University

Course Code, Title, and Credits	Transfer Catagory	If non-transferable; select status
		Unable to determine status

Rowan University

Course Code, Title, and Credits	Transfer Catagory	If non-transferable; select status
		Unable to determine status

Rutgers - New Brunswick, Mason Gross School of the Arts

Course Code, Title, and Credits	Transfer Catagory	If non-transferable; select status
		Unable to determine status

Stockton University

Course Code, Title, and Credits	Transfer Catagory	If non-transferable; select status
		Unable to determine status

If not transferable to any institution, explain:

Many institutions such as those referenced in the table offer similar courses but require students to already have Statistics and/or Computer Studies. It is therefore assumed that these courses are at a more advanced level and not similar enough for direct transfer.

10. Course Learning Outcomes

Learning Outcomes

Students who successfully complete this course will be able to:	
CLO1	Explore basic concepts of business and data analytics including the field's development over time, interdisciplinary nature, and associated ethical issues.
CLO2	Identify basic statistics used in data analysis and the concept of probability distribution.
CLO3	Perform simple statistical inference and hypothesis testing and apply to business situations.
CLO4	Utilize various types of software to examine and visualize data relationships.
CLO5	Demonstrate data collection, cleansing, selecting and transformation techniques.
CLO6	Construct and select models of supervised and unsupervised machine learning best suited to various business applications.
CLO7	Use models to find data relationships and make predictions useful in business applications.

11. Topical Outline

(include as many themes/skills as needed)

	Major Themes/ Skills	Assignments (Recommended but not limited to)	Assessments (Recommended but not limited to)	Course Learning Outcome(s)
TO1	Introduction a. Development of field of Data Science b. Ethics in Data Science c. Use of data in Business Application of Basic Statistics	Reading materials, lecture, discussions	Quiz and/or exam, exercises and/or assignments	CLO1
TO2	a. Overview of probability measures and statistics b. Hypothesis testing c. Business examples (such as testing for a difference in means in order to determine if one group of customers purchases more of a product than another) Practical Issues in Data Science	Reading materials, lecture, exercises	Quiz and/or exam, exercises and/or assignments	CLO2, CLO3
TO3	a. Options in software and programming languages for data analysis b. Refine data c. Visualize data Models for Business Applications (such as fraud detection or customer churn)	Reading materials, lecture, exercises	Quiz and/or exam, exercises and/or assignments	CLO4, CLO5
TO4	a. Construct or select models b. Evaluate models c. Use models for prediction	Reading materials, lecture, exercises	Quiz and/or exam, exercises and/or assignments	CLO6, CLO7

12. Methods of Instruction

In the structuring of this course, what major methods of instruction will be utilized?

Lecture, hands-on laboratory experience

13. General Education Goals Addressed by this Course (this section is to fulfill state requirements)

Information

Communication-Written and Oral

Quantitative Knowledge and Skills

Scientific Knowledge and Reasoning

Technological Competency

Yes

Related Course Learning Outcome

CLO4, CLO5, CLO6

Related Outline Component

TO3, TO4

Assessment of General Education Goal (Recommended but not limited to)

Quiz and/or exam, exercises and/or assignment

Information Literacy

Society and Human Behavior

Humanistic Perspective

Historical Perspective

Global and Cultural Awareness

Ethical Reasoning and Action

Independent/Critical Thinking

Yes

Related Course Learning Outcome

CLO1, CLO6, CLO7

Related Outline Component

TO1, TO4

Assessment of General Education Goal (Recommended but not limited to)

Quiz and/or exam, exercises and/or assignment

14. Needs

Instructional Materials (text etc.):

Reading materials and software to be chosen by Department

Technology Needs:

Access to a computer lab with relevant software

Human Resource Needs (Presently Employed vs. New Faculty):

Presently employed or new faculty

Facility Needs:

Access to computer lab, also periodic access to Business lab and software

Library needs:

N.A.

15. 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

B+: Very Good

B: Good

C+: Above Average

C: Average

D: Below Average

F: Failure

I: Incomplete

R: Audit

For more detailed information on the Ocean County College grading system, please see Policy #5154.

Reviewer Comments

EXHIBIT B-11

New Course Proposal

Date Submitted: Fri, 09 Jul 2021 13:26:52 GMT

Viewing: **MATH 157 : Introduction to Data Science**

Last edit: Thu, 26 Aug 2021 21:55:37 GMT

Changes proposed by: Samuel Pinkava (spinkava)

Learning Outcomes Display (show only)

1. Course Information

Subject

MATH - Mathematics

School

Science, Technology, Engineering, Mathematics

Course Title

Introduction to Data Science

2. Hours

Semester Hours

4

Lecture

4

Lab

0

Practicum

0

3. Catalog Description

For display in the online catalog

Introduction to Data Science will provide students with data literacy skills in order to understand techniques in data manipulation, visualization, and interpretation. This project-based course will allow students to utilize a toolkit of statistical software to perform data science methods.

4. Requisites

Prerequisites

None

Corequisites

None

5. Course Type

Course Type for Perkins Reporting

non-vocational (not approved for Perkins funding)

6. Justification

Describe the need for this course

Data science is the foundation of several fields related to data analytics, including big data, artificial intelligence, and machine learning. This course will provide both the mathematical and programming skills necessary to succeed in several courses related to analyzing data.

7. General Education

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

General Education Category

Mathematics

General Education Status

Proposed

8. Consistency with the Vision and Mission Statements, the Academic Master Plan, and the strategic initiatives of the College

Please describe how this course is consistent with Ocean County College's current Vision Statement, Mission Statement, Academic Master Plan, and the strategic initiatives of the College:

Add item	
1	Mission & Vision Statemen: This innovative course will further secure our academic leadership.
2	Academic Master Plan Goal 3a: Create New Programs and Certificates

Add item	
3	Strategic Goal 1: Empower Students to Learn, Engage, and Achieve

9. Related Courses at Other Institutions

Comparable Courses at NJ Community Colleges

Institution

County College of Morris

Course Title

Introduction to Data Science

Course Number

MAT-114

Number of Credits

3

Comments

Institution

Brookdale CC

Course Title

Data Science and Statistics II

Course Number

MATH 132

Number of Credits

4

Comments

Transferability of Course

Georgian Court University

Course Code, Title, and Credits	Transfer Catagory	If non-transferable; select status
	Elective	

Kean University

Course Code, Title, and Credits	Transfer Catagory	If non-transferable; select status
MATH3710		

Monmouth University

Course Code, Title, and Credits	Transfer Catagory	If non-transferable; select status
CS001 (CS Elective)		

Rowan University

Course Code, Title, and Credits	Transfer Catagory	If non-transferable; select status
	Elective	

Rutgers - New Brunswick, Mason Gross School of the Arts

Course Code, Title, and Credits	Transfer Catagory	If non-transferable; select status
		Will not transfer

Stockton University

Course Code, Title, and Credits	Transfer Catagory	If non-transferable; select status
	Elective	

If not transferable to any institution, explain:

10. Course Learning Outcomes

Learning Outcomes

Students who successfully complete this course will be able to:	
CLO1	Produce and interpret data visualizations and numerical summaries to describe and explore large data sets.
CLO2	Investigate and explore relationships between more than two variables with multivariate analysis.
CLO3	Solve problems utilizing programming languages for data scientists.
CLO4	Clean and prepare data for analysis; identify problems with messy and missing data.
CLO5	Communicate findings and outcomes based on data science techniques.
CLO6	Explain the relationships of the sub-fields of data science.

11. Topical Outline

(include as many themes/skills as needed)

	Major Themes/ Skills	Assignments (Recommended but not limited to)	Assessments (Recommended but not limited to)	Course Learning Outcome(s)
TO1	The Data Science Model	Practice Problems	Quizzes & Projects	ALL
TO2	R Programming - Base Functions - Data Aggregation - Workflow Basics	Practice Problems	Quizzes & Projects	CL3
TO3	Data Visualization - Grammar of Graphics - Facets - Objects - Transformations	Practice Problems	Quizzes & Projects	CL1; CL2
TO4	Tidy Data & Data Transformation - Pipes - Filters - Sub-setting - Grouping - Missing Values - Relational Data	Practice Problems	Quizzes & Projects	CL4
TO5	Exploratory Data Analysis	Practice Problems	Quizzes & Projects	CL1; CL2

	Major Themes/ Skills	Assignments (Recommended but not limited to)	Assessments (Recommended but not limited to)	Course Learning Outcome(s)
TO6	<ul style="list-style-type: none"> - Patterns - Modeling - Predictions 			
	Applications of Data Science <ul style="list-style-type: none"> - Big Data - Artificial Intelligence & Machine Learning - Business Analytics 	Practice Problems	Quizzes & Projects	CL5, CL6

12. Methods of Instruction

In the structuring of this course, what major methods of instruction will be utilized?

Direct instruction and active learning activities.

13. General Education Goals Addressed by this Course (this section is to fulfill state requirements)

Information

Communication-Written and Oral

Quantitative Knowledge and Skills

Yes

Related Course Learning Outcome

ALL

Related Outline Component

ALL

Assessment of General Education Goal (Recommended but not limited to)

Projects

Scientific Knowledge and Reasoning

Technological Competency

Information Literacy

Society and Human Behavior

Humanistic Perspective

Historical Perspective

Global and Cultural Awareness

Ethical Reasoning and Action

Independent/Critical Thinking

14. Needs

Instructional Materials (text etc.):

Text and OER resources determined by department.

Technology Needs:

RStudio software package

Human Resource Needs (Presently Employed vs. New Faculty):

Presently employed faculty

Facility Needs:

None

Library needs:

None

15. 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

B+: Very Good

B: Good

C+: Above Average

C: Average

D: Below Average

F: Failure

I: Incomplete

R: Audit

For more detailed information on the Ocean County College grading system, please see Policy #5154.

Reviewer Comments

Carolyn Showalter (cshowalter) (Thu, 24 Jun 2021 15:29:29 GMT): Rollback: per your request

Cynthia Fallon (cfallon) (Mon, 28 Jun 2021 18:23:14 GMT): Rollback: Sending back at your request.

Cynthia Fallon (cfallon) (Thu, 08 Jul 2021 19:55:04 GMT): Rollback: At your request.

EXHIBIT B-12

New Course Proposal

Date Submitted: Wed, 09 Jun 2021 20:03:30 GMT

Viewing: **STSC 151 : Student Success Seminar for Veteran/Military-Affiliated Students**

Last edit: Wed, 18 Aug 2021 16:43:26 GMT

Changes proposed by: Stephanie Frattini (sfrattini)

Learning Outcomes Display (show only)

1. Course Information

Subject

STSC - Student Success

School

Business and Social Sciences

Course Title

Student Success Seminar for Veteran/Military-Affiliated Students

2. Hours

Semester Hours

2

Lecture

2

Lab

0

Practicum

0

3. Catalog Description

For display in the online catalog

This comprehensive course is designed to build a solid foundation for a successful college experience. This seminar-based course will help veteran/military-affiliated students develop

the emotional and intellectual skills necessary to work toward graduation and their chosen career path, while assisting in the transitioning process for veterans and military-affiliated students. In addition to learning to develop a self-motivated academic passion, students can expect to develop their critical thinking and academic skill and understand how skills gained in the military can be transferred to the academic experience. The course will also enable students to connect to the campus community through an analytical and information literacy component and service-learning experience. This course is designed for veteran/military-affiliated student.

4. Requisites

Prerequisites

none

Corequisites

none

5. Course Type

Course Type for Perkins Reporting

vocational (approved for Perkins funding)

6. Justification

Describe the need for this course

This course is designed to introduce veteran/military-affiliated students to the academic skills and strategies of a successful college student. Students who have developed strong critical thinking and academic skills are actively engaged and have an increased graduation and transfer rate.

7. General Education

Will the college submit this course to the statewide General Education Coordinating Committee for approval as a course, which satisfies a general education requirement?

No

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

Program-specific requirement

8. Consistency with the Vision and Mission Statements, the Academic Master Plan, and the strategic initiatives of the College

Please describe how this course is consistent with Ocean County College's current Vision Statement, Mission Statement, Academic Master Plan, and the strategic initiatives of the College:

Add item	
1	Demonstrating the college’s commitment to offer comprehensive educational programs that develop intentional learners of all ages. (Mission Statement)
2	Seeking to ensure that students will thrive in an increasingly diverse and complex world. (Vision Statement)
3	Preparing students for successful transfer to other educational institutions and/or for entrance into the workforce. (Academic Master Plan)
4	Seeking to empower students through the mastery of intellectual and Practical Skills. (Academic Master Plan)
5	Challenging students to transfer information into knowledge and knowledge into action. (Academic Master Plan)

9. Related Courses at Other Institutions

Comparable Courses at NJ Community Colleges

Institution

Bergen CC

Course Title

Success 101

Course Number

IST 123

Number of Credits

3

Comments

Institution

Essex County College

Course Title

College Success seminar

Course Number

CSS 101

Number of Credits

3

Comments

Institution

Middlesex County College

Course Title

Strategies for Success

Course Number

CPS 041

Number of Credits

3

Comments

Institution

Middlesex County College

Course Title

Student Success

Course Number

SSD 101

Number of Credits

3

Comments

Institution

Rowan College at Burlington County

Course Title

Student Success

Course Number

COS 103

Number of Credits

3

Comments

Institution

Salem CC

Course Title

Skills for Success

Course Number

SCO 104

Number of Credits

3

Comments

Institution

Sussex County CC

Course Title

Foundations of College Success

Course Number

COLL 101

Number of Credits

3

Comments

Transferability of Course

Georgian Court University

Course Code, Title, and Credits	Transfer Catagory	If non-transferable; select status
EC, Elective Credit, 3 credits	Elective	

Kean University

Course Code, Title, and Credits	Transfer Catagory	If non-transferable; select status
FEX 1000, Free Elective, 3 credits	Elective	

Monmouth University

Course Code, Title, and Credits	Transfer Catagory	If non-transferable; select status
LC100, Freshman Seminar, 3 credits	Elective	

Rowan University

Course Code, Title, and Credits	Transfer Catagory	If non-transferable; select status
INTR 99081, Free Elective, 3 credits	Elective	

Rutgers - New Brunswick, Mason Gross School of the Arts

Course Code, Title, and Credits	Transfer Catagory	If non-transferable; select status
		Will not transfer

Stockton University

Course Code, Title, and Credits	Transfer Catagory	If non-transferable; select status
TRCREC "03" (ELECTIVE TRANS CREDIT	Elective	

If not transferable to any institution, explain:

10. Course Learning Outcomes

Learning Outcomes

Students who successfully complete this course will be able to:	
CLO1	Prepare written and oral communications to assist Veteran/Military-Affiliated students to discover, develop, and articulate ideas and viewpoints.
CLO2	Explain decision-making and apply critical thinking aspects pertaining to responsible behavior, ethics, setting goals, motivation, and Veteran/Military- Affiliated transition/integration skills needed to achieve those goals.
CLO3	Describe how academic skills, such as time management, note-taking, and test preparation techniques, can apply to learning and Veteran/Military- Affiliated experiences.
CLO4	Complete a service-learning activity, describe the experience within a Veteran/Military-Affiliated context, research and analyze societal issues of interest to Veteran/Military-Affiliated students.
CLO5	Explain the use of the college's technological services for information literacy, Veteran/Military-Affiliated research, advising, registering, and taking courses.
CLO6	Identify and analyze various occupations and career preferences through self-assessment, while evaluating Veteran/Military-Affiliated skills that can aide in chosen career field.

Students who successfully complete this course will be able to:

CLO7	Explain the importance of understanding financial situations in everyday life and in planning for the future.
CLO8	Describe the importance of keeping physically, mentally, socially, and emotionally healthy and describe the techniques to manage job-related stress.

11. Topical Outline

(include as many themes/skills as needed)

	Major Themes/ Skills	Assignments (Recommended but not limited to)	Assessments (Recommended but not limited to)	Course Learning Outcome(s)
TO1	Academic Skills a. Motivation and GRIT b. Time management and goal setting c. Note-taking, reading, and testing strategies	1. Reading 2. Class discussion 3. Journals 4. Performance based assignment	1. Exam 2. Quiz 3. Graded Assignment 4. Project	CLO1, CLO2, CLO3
TO2	Information Literacy a. Career exploration b. Academic advising c. Financial literacy	1. Reading 2. Class discussion 3. Journals 4. Performance based assignment	1. Exam 2. Quiz 3. Graded Assignment 4. Project	CLO1, CLO5, CLO6, CLO7
TO3	Self-Management a. Decision-making b. Communication c. Health and wellness	1. Reading 2. Class discussion 3. Journals 4. Performance based assignment	1. Exam 2. Quiz 3. Graded Assignment 4. Project	CLO1, CLO8
TO4	Service Learning a. Action plan b. Service evaluation	1. Reading 2. Class discussion 3. Journals 4. Performance based assignment	1. Exam 2. Quiz 3. Graded Assignment 4. Project	CLO1, CLO4

12. Methods of Instruction

In the structuring of this course, what major methods of instruction will be utilized?

Lecture

Discussion

Assignment and review of problems

Quizzes and exams

13. General Education Goals Addressed by this Course (this section is to fulfill state requirements)

Information

Communication-Written and Oral

Yes

Related Course Learning Outcome

CLO1, CLO2, CLO3, CLO4, CLO5, CLO6, CLO7, CLO8

Related Outline Component

TO1, TO2, TO3, TO4

Assessment of General Education Goal (Recommended but not limited to)

Exam

Quiz

Graded Assignment

Project

Quantitative Knowledge and Skills

Scientific Knowledge and Reasoning

Technological Competency

Information Literacy

Yes

Related Course Learning Outcome

CLO1, CLO5, CLO6, CLO7

Related Outline Component

TO2

Assessment of General Education Goal (Recommended but not limited to)

Exam

Quiz

Graded Assignment
Project

Society and Human Behavior

Humanistic Perspective

Historical Perspective

Global and Cultural Awareness

Ethical Reasoning and Action

Independent/Critical Thinking

Yes

Related Course Learning Outcome

CLO1, CLO2, CLO3, CLO4, CLO5, CLO6, CLO7, CLO8

Related Outline Component

TO1, TO2, TO3, TO4

Assessment of General Education Goal (Recommended but not limited to)

Exam

Quiz

Graded Assignment

Project

14. Needs

Instructional Materials (text etc.):

Department approved textbook and/or open educational resources will be chosen by department.

Technology Needs:

N/A

Human Resource Needs (Presently Employed vs. New Faculty):

Adjunct faculty or presently employed instructors will be utilized.

Facility Needs:

N/A

Library needs:

N/A

15. 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

B+: Very Good

B: Good

C+: Above Average

C: Average

D: Below Average

F: Failure

I: Incomplete

R: Audit

For more detailed information on the Ocean County College grading system, please see Policy #5154.

Reviewer Comments