EXHIBIT B

EXHIBIT B

OCEAN
COUNTY COLLEGE

BOARD OF TRUSTEES

Bylaw, Policy, and Curriculum Committee Agenda Items

To: Board of Trustees

From: Office of the President

Date: February 6, 2023

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, February 9, 2023**:

1. Recommend adoption of Bylaw #1270, Bylaws for the Operation of the Board of Trustees, Administration, Evaluation of the President **(Exhibit B-1)**

   In accordance with Bylaw #1370, Amendments to Bylaws, this proposed new bylaw was introduced and distributed to the trustees at the January 26, 2023, Board meeting, providing a minimum ten-day review before formal action is taken at this subsequent meeting.

2. Recommend approval of the following items as accepted by the College Senate at its meetings on December 2 and 15, 2022:

   a. Revised Programs

      1) Associate in Science Degree in Hospitality, Recreation, and Tourism Management **(Exhibit B-2)**
      2) Associate in Science Degree in Social Work **(Exhibit B-3)**

   b. Revised Program Options

      1) Associate in Arts Degree in Liberal Arts, Education Option **(Exhibit B-4)**
      2) Associate in Arts Degree in Liberal Arts, Psychology Option **(Exhibit B-5)**
      3) Associate in Arts Degree in Performing Arts, Music Option **(Exhibit B-6)**

   c. Inactivate Program

      1) Associate in Applied Science Degree in Web Marketing **(Exhibit B-7)**

    d. Revised Courses and Name Changes

        1) MUSC 120, Applied Music I to Individual Applied Music Lessons I **(Exhibit B-8)**
        2) MUSC 121, Applied Music II to Individual Applied Music Lessons II **(Exhibit B-9)**
        3) MUSC 220, Applied Music III to Individual Applied Music Lessons III **(Exhibit B-10)**
        4) MUSC 221, Applied Music IV to Individual Applied Music Lessons IV **(Exhibit B-11)**
        5) STSC 171, Student Success Seminar for the Helping Professions to Student Success Seminar for Education and Behavioral Science Students **(Exhibit B-12)**

2. Recommend the temporary suspension of Policy #8600, Campus Safety and Security, Alcohol Substance Abuse, for the Ocean County College Foundation Scholarship Celebration on Friday, June 23, 2023, on the Ocean County College Campus Mall from 6:00 p.m. to 10:00 p.m.

EXHIBIT B-1

Ocean County College, Toms River, NJ

BYLAWS FOR THE OPERATION
OF THE BOARD OF TRUSTEES
ORGANIZATION
Administration
Evaluation of the President   #1270

BYLAW

The Board of Trustees shall evaluate the President's performance annually. The purpose of the comprehensive evaluation process will be to:

- Assess the President's performance in leading the institution
- Examine the effectiveness of the working relationship between the Board and the President
- Assess the President's past year performance
- Facilitate the resetting of the President's goals for the coming year
- Identify areas of strength and opportunities for further professional development.

The annual evaluation is not a substitute for regular, ongoing communication between the President and the Board throughout the year.

Having a formal evaluation process is a requirement of the Middle States Commission on Higher Education. The evaluation instrument that accompanies this policy provides specific performance criteria that shall be completed and retained in a Human Resources file.

ADOPTED:

EXHIBIT B-2

Program Change Request

Date Submitted: 11/04/22 10:18 am

Viewing: **AS.HRTM : Hospitality, Recreation, and Tourism Management, Associate in Science**

Last approved: 06/03/22 2:04 pm

Last edit: 11/04/22 10:18 am

Changes proposed by: Katherine Toy (ktoy)

Catalog Pages Using
this Program
  Hospitality, Recreation, and Tourism Management; Associate in Science

Program Type	Associate of Science (AS)
Program Title	Hospitality, Recreation, and Tourism Management, Associate in Science
Academic School	Business and Social Sciences
Effective Catalog Year	2023-2024
Program Code	AS.HRTM
CIP Code	520999 - Hospitality Administration/Management, Other.

Program Description

In Workflow

1. **BS Academic Administrator**
2. **BS Dean**
3. **Director of Curriculum**
4. **Curriculum Committee Chair**
5. **Senate Chair**
6. **Vice President of Academic Affairs**
7. **President's Leadership Team Chair**
8. **President**
9. **Board of Trustees Chair**
10. **Academic Administrator for Programs**

Approval Path

1. 11/04/22 10:19 am
   Susan O'Connor (soconnor):
   Approved for BS Academic Administrator
2. 11/04/22 10:21 am
   Rosann Bar (rbar):
   Approved for BS Dean
3. 11/10/22 10:25 am
   Susan O'Connor (soconnor):
   Approved for

Director of Curriculum

4. 11/18/22 11:46 am Susan O'Connor (soconnor): Approved for Curriculum Committee Chair

5. 12/02/22 1:49 pm Robert Marchie (rmarchie): Approved for Senate Chair

6. 12/02/22 2:10 pm Joseph Konopka (jkonopka): Approved for Vice President of Academic Affairs

7. 12/02/22 4:33 pm Connie Bello (cbello): Approved for President's Leadership Team Chair

8. 12/02/22 4:35 pm Connie Bello (cbello): Approved for President

9. 12/02/22 4:36 pm Connie Bello (cbello): Approved for Board of Trustees Chair

History

1. Jun 3, 2022 by Susan O'Connor (soconnor)

2. Jun 3, 2022 by
Susan O'Connor
(soconnor)

The Associate in Science degree program in Hospitality, Recreation and Tourism Management (HRTM) is designed to prepare students to begin a career in the creative, people-oriented Hospitality, Recreation & Tourism industries, or to continue with their education toward a Bachelor's degree. The program provides a business planning and management foundation that examines industry trends, consumer behavior, guest services and other factors that influence Hospitality Recreation & Tourism development and promotion. Students will receive exposure to critical thinking skills as well as a broad education and awareness of values, skills, and attitudes that will prepare them for responsible citizenship roles across the scope of the hospitality, recreation and tourism industry and society.

Program Objectives

N/A

Program Goals

	Program goals
PG1	NA

Program Learning
Outcomes

	Students who successfully complete this program will be able to:
PLO1	Recognize the management processes required to become managers and practitioners in professions that provide positive leisure experiences in areas that enrich the lives of others.
PLO2	Describe the management and supervisory side of business operations within the hospitality, recreation, and tourism fields.
PLO3	Discuss career opportunities in the hospitality, recreation, and tourism industry and the qualifications needed for entry-level positions.
PLO4	Identify the theories and skills needed for responsible employee management and customer/guest services, and the requirements for running a successful operation.
PLO5	Distinguish the special characteristics that separate hospitality, recreation, and tourism employees from other service and manufacturing businesses.

Learning Outcomes Display (show only)

Course Code	PLO 1	PLO 2	PLO 3	PLO 4	PLO 5
FirstSemester					
ENGL 151 ✎					
HRTM 110 ✎					
COMM 154 ✎					
STSC 150 ✎					
SecondSemester					
ENGL 152 ✎					
BUSN 271 ✎					
ECON 151 ✎					
HRTM 120 ✎					
ThirdSemester					
HRTM 212 ✎					
HRTM 214 ✎					
CSIT 123 ✎					
FourthSemester					
HRTM 220 ✎					

Required Qualifications

Program Requirements

Plan of Study Grid

First Semester		Credit Hours
ENGL 151	English I	3
MATH 156 or Higher		3
HRTM 110	Introduction to Hospitality, Recreation And Tourism Management	3
COMM 154	Fundamentals of Public Speaking	3
STSC 150	Student Success Seminar	2
	Credit Hours	14
Second Semester		
ENGL 152	English II	3
BUSN 271	Principles of Management	3
ECON 151	Macroeconomic Principles	3

or ECON 152	or Microeconomics Principles	
HRTM 120	Marketing for Hospitality and Tourism	3
Any Course from the Gen. Ed. Course List		3
	Credit Hours	15
Third Semester		
HRTM 212	Conferences, Conventions, and Special Events Management	3
HRTM 214	Supervision and Human Resource Management	3
Choose any HRTM, INTR, APPR course [1]		3
CSIT 123	Integrated Office Software	3
Any Foreign Language Course from the Gen. Ed. Course list [2]		3
	Credit Hours	15
Fourth Semester		
HRTM 220	Managerial Accounting for Hospitality Industry	3
Any Foreign Language Course from the Gen. Ed. Course list [2]		3
Lab Science Gen. Ed. Requirement		4
Elective(s) to meet 60 credits		6
	Credit Hours	16
	Total Credit Hours	60

[1]
INTR (internship) and APPR (apprenticeship) course selections should be specialized in the area of Hospitality, Recreation, and Tourism Mgmt. All course selections should be based on the requirements of the intended transfer to a four-year institution. Students should speak to their advisor for clarification prior to registration.

[2]
Two semesters of the same foreign language are strongly recommended (For example: SPAN 151 and SPAN 152)

Degree Requirements Breakdown

GCOM

Course Code & Title	Credits
NA	NA

GHUM

Course Code & Title	Credits
NA	NA

GSOC

Course Code & Title	Credits
NA	NA

GSOC/ GHUM

Course Code & Title	Credits
NA	NA

GMAT/ GSCI/ GTEC

Course Code & Title	Credits
NA	NA

General Education

Course Code & Title	Credits
NA	NA

Concentration Courses

Course Code & Title	Credits
NA	NA

Elective Courses

Course Code & Title	Credits
NA	NA

Board Approval

History of Board
approval dates
  NJPC Approval Date: June 2, 2016

  Board of Trustees Approval Date: February 1, 2016

  Board of Trustees Approval Date: January 24, 2019

Reviewer
Comments

Key: 43

EXHIBIT B-3

Program Change Request

Date Submitted: 11/17/22 2:27 pm

Viewing: **AS.SW : Social Work, Associate in Science**

Last approved: 06/03/22 1:03 pm

Last edit: 11/17/22 2:27 pm

Changes proposed by: Katherine Toy (ktoy)

Catalog Pages Using
this Program
Social Work, Associate in Science

Program Type	Associate of Science (AS)
Program Title	Social Work, Associate in Science
Academic School	Business and Social Sciences
Effective Catalog Year	2023-2024
Program Code	AS.SW
CIP Code	44.0701 - 44.0701

Program Description

In Workflow

1. **BS Academic Administrator**
2. **BS Dean**
3. **Director of Curriculum**
4. **Curriculum Committee Chair**
5. **Senate Chair**
6. **Vice President of Academic Affairs**
7. **President's Leadership Team Chair**
8. **President**
9. Board of Trustees Chair
10. Academic Administrator for Programs

Approval Path

1. 11/18/22 9:45 am Katherine Toy (ktoy): Approved for BS Academic Administrator
2. 11/21/22 10:46 am Rosann Bar (rbar): Approved for BS Dean
3. 12/05/22 10:45 am Susan O'Connor (soconnor): Approved for

Director of Curriculum

4. 12/08/22 4:00 pm Heather Sciarappa (hsciarappa): Approved for Curriculum Committee Chair

5. 12/15/22 4:33 pm Robert Marchie (rmarchie): Approved for Senate Chair

6. 12/15/22 4:39 pm Joseph Konopka (jkonopka): Approved for Vice President of Academic Affairs

7. 12/20/22 3:50 pm Connie Bello (cbello): Approved for President's Leadership Team Chair

History

1. Jan 19, 2022 by Susan O'Connor (soconnor)

2. Jun 3, 2022 by Susan O'Connor (soconnor)

The Associate in Science (A.S.) Degree in Social Work will provide students with a comprehensive understanding of the discipline, applied concepts, and theories necessary for a future in the field of social work and other helping professions. The A.S. in Social Work is also designed for students who intend to transfer to an accredited four-year baccalaureate program in the field of Social Work (B.S.W.) or another human services degree program.

Program Objectives

N/A

Program Goals

	Program goals
PG1	N/A

Program Learning
Outcomes

	Students who successfully complete this program will be able to:
PLO1	Apply knowledge of human behavior and the social environment, person-in-environment, and other multidisciplinary theoretical practice frameworks.
PLO2	Apply knowledge, skills, values, and ethics in social work practice and demonstrate professional behaviors.
PLO3	Examine the history of social welfare, the development of the social work profession, and commitment to social and economic justice.
PLO4	Demonstrate knowledge of biopsychosocial variables that affect developmental behavior and articulate the interdependence of social systems.
PLO5	Demonstrate the importance of diversity, cultural curiosity, and difference in shaping life experiences in social work practice.
PLO6	Demonstrate an ability to locate and adapt basic research-informed practice and practice informed research.
PLO7	Use a generalist problem-solving framework, and apply critical thinking to inform and communicate professional judgments.
PLO8	Identify practice interventions and review their effectiveness at the micro, mezzo, and macro levels.

Learning Outcomes Display (show only)

Course Code	PLO 1	PLO 2	PLO 3	PLO 4	PLO 5	PLO 6	PLO 7	PLO 8
				FirstSemester				
ENGL								

Course Code	PLO 1	PLO 2	PLO 3	PLO 4	PLO 5	PLO 6	PLO 7	PLO 8
151 ✎								
MATH 156 ✎								
SOWK 101 ✎								
PSYC 172 ✎								
STSC 150 ✎								
SecondSemester								
ENGL 152 ✎								
SOCI 181 ✎								
SOWK 207 ✎								
ThirdSemester								
SOWK 194 ✎								
SOCI 282 ✎								
ANTH 134 ✎								
BIOL 114 ✎								
FourthSemester								
SOWK 201 ✎								
SOWK 202 ✎								
PHIL 190 ✎								
HIST 230 ✎								

Course Code	PLO 1	PLO 2	PLO 3	PLO 4	PLO 5	PLO 6	PLO 7	PLO 8
POLI 161 📝								
POLI 183 📝								

Required Qualifications

Plan of Study Grid

First Semester		Credit Hours
ENGL 151	English I	3
MATH 156	Introduction to Statistics	3
SOWK 101	Introduction to Social Work	3
PSYC 172	General Psychology	3
STSC 150	Student Success Seminar	2
or STSC 171	or Student Success Seminar for the Helping Professions	
	Credit Hours	14

Second Semester		
ENGL 152	English II	3
SOCI 181	Introduction to Sociology	3
SOWK 207	Group Dynamics	3
or PSYC 271	or Abnormal Psychology	
Technology Gen. Ed. Requirement [1]		3
Elective [2 & 3]		3
	Credit Hours	15

Third Semester		
SOWK 194	Interviewing and Communication Techniques	3
SOCI 282	Sociology of the Family	3
ANTH 134	Cultural Anthropology [3]	3
or SOCI 238	or Race and Ethnicity	
BIOL 114	Principles of Biological Science [3]	4
or BIOL 119	or Science and the Human Body	
Elective [2 & 3]		3
	Credit Hours	16

Fourth Semester		
SOWK 201	Human Behavior and the Social Environment [3]	3
or PSYC 278	or Life Span Development	
SOWK 202	Social Work Seminar and Practicum	3
PHIL 190	Introduction to Critical Thinking	3
Select from the following [3]		3

HIST 230	America and the West After World War II
POLI 161	American Federal Government
POLI 183	Introduction to Political Science

Elective [2 & 3]   3

        Credit Hours   15

        Total Credit Hours   60

[1]

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

[2]

Social Work students pursuing the Addictions Counseling Certificate can choose from the list of Addictions Counseling courses below. This particular choice in electives will allow students to complete 9 of the 18 credits required in the Addictions Counseling Certificate.

ALDC 101 - Addiction Disorders and Recovery Supports

ALDC 102 - Addiction Counseling: Professional Responsibilities

ALDC 105 - Addiction Counseling Skills

ALDC 106 - Assessing Addictive Disorders

ALDC 107 - Addiction Counseling: Methodology

ALDC 108 - Addiction Counseling: Client Education

[3]

Course selections should be based on the requirements of the intended transfer to a four-year institution. Students should speak to their advisor for clarification.

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
N/A	N/A

Elective Courses

Course Code & Title	Credits
N/A	N/A

Board Approval

History of Board
approval dates

Board of Trustees Approval Date: January 24, 2019

NJPC Approval Date: April 22, 2019

Reviewer
Comments

Key: 58

EXHIBIT B-4

Program Change Request

Date Submitted: 11/17/22 2:22 pm

Viewing: **AA.LA.EDUC : Education, Associate in Arts**

Last approved: 06/08/22 1:04 pm
Last edit: 11/17/22 2:22 pm

Changes proposed by: Katherine Toy (ktoy)

Catalog Pages Using
this Program

Education, an Option to the Associate in Arts in Liberal Arts

Program Type	Associate of Arts (AA)
Program Title	Education, Associate in Arts
Academic School	Arts and Humanities
Effective Catalog Year	2023-2024
Program Code	AA.LA.EDUC
CIP Code	N/A - N/A

Program Description

In Workflow

1. **AH Academic Administrator**
2. **AH Dean**
3. **Director of Curriculum**
4. **Curriculum Committee Chair**
5. **Senate Chair**
6. **Vice President of Academic Affairs**
7. **President's Leadership Team Chair**
8. **President**
9. Board of Trustees Chair
10. Academic Administrator for Programs

Approval Path

1. 11/17/22 2:31 pm Kathryn Kingsbury (kkingsbury): Approved for AH Academic Administrator
2. 11/17/22 2:32 pm Heather Sciarappa (hsciarappa): Approved for AH Dean
3. 11/18/22 11:46 am Susan O'Connor (soconnor):

Approved for
Director of
Curriculum
4. 12/08/22 4:00 pm
Heather Sciarappa
(hsciarappa):
Approved for
Curriculum
Committee Chair
5. 12/15/22 4:32 pm
Robert Marchie
(rmarchie):
Approved for
Senate Chair
6. 12/15/22 4:38 pm
Joseph Konopka
(jkonopka):
Approved for Vice
President of
Academic Affairs
7. 12/20/22 3:46 pm
Connie Bello
(cbello): Approved
for President's
Leadership Team
Chair

History

1. Jan 26, 2021 by
Susan O'Connor
(soconnor)
2. Jun 8, 2022 by
Susan O'Connor
(soconnor)

The Associate of Arts (AA) in Liberal Arts with an option in Education will offer students the first two years of coursework for acceptance into a four-year Teacher Preparation Program. The program will provide a specialized degree focusing on teaching in the elementary school (K-6) as a generalist. Emphasis will be placed on preparing students for passing the CORE Praxis test of Reading, Writing and Mathematics for acceptance into a College of Education. Embedded in the Education courses, students will be introduced to the rigors of the required edTPA for eventual New Jersey state licensure.

Program Objectives

Program Goals

	Program goals
PG1	N/A

Program Learning Outcomes

	Students who successfully complete this program will be able to:
PLO1	Apply the knowledge of student learning to develop appropriate activities and classroom management strategies to meet the needs of diverse students based on cultural, language, gender, and exceptionality differences.
PLO2	Outline the assessment process for classification of a student with exceptionalities and delineate the programs available for each classification from birth to adulthood.
PLO3	Address key legislations that has impacted the educational system for students, families, and school personnel.
PLO4	Demonstrate appropriate skills for used in problem solving in Algebra and Geometry for use in developing skills for teaching Math as a future teacher.
PLO5	Demonstrate writing skills when detailing the clinical observation experience by providing both a reflective narration and clinical report of what was observed.

Learning Outcomes Display (show only)

Course Code	PLO 1	PLO 2	PLO 3	PLO 4	PLO 5

Course Code	PLO 1	PLO 2	PLO 3	PLO 4	PLO 5
ENGL 151 ✎					
ENGL 152 ✎					
COMM 154 ✎					
HIST 173 ✎					
HIST 174 ✎					
ENGL 255 ✎					
ENGL 256 ✎					
HIST 181 ✎					
HIST 182 ✎					
POLI 161 ✎					
POLI 162 ✎					
GEOG 161 ✎					
GEOG 162 ✎					
BIOL 161 ✎					
CSIT 110 ✎					
MATH 156 ✎					
STSC 150 ✎					
STSC 171 ✎					
EDUC 140 ✎					
EDUC 178 ✎					
EDUC 261 ✎					
EDUC 277 ✎					
EDUC 278 ✎					

Required Qualifications

Communications

ENGL 151	English I	3
ENGL 152	English II	3
COMM 154	Fundamentals of Public Speaking	3

History

| HIST 173 | United States History to 1877 | 3 |
| HIST 174 | United States History from 1877 | 3 |

Humanities

ENGL 255	World Literature Ancient through 1600	3
or ENGL 256	World Literature 1600 to Present	
HIST 181	World Civilization to 1660	3
HIST 182	World Civilization From 1660	3

Social Science

POLI 161	American Federal Government	3
or POLI 162	American State and Local Government	
GEOG 161	World Physical Geography	3

Diversity

| GEOG 162 | Human Geography | 3 |

Math-Science-Tech

MATH 151 or Higher		3
BIOL 161	General Biology I	4
CSIT 110	Introduction to Computers and Computer Applications [1]	3
MATH 156	Introduction to Statistics	3

Program Requirement

| STSC 150 | Student Success Seminar | 2 |
| or STSC 171 | Student Success Seminar for the Helping Professions | |

Education Program Courses

Choose from the following: [2]   12

    EDUC 140 Mathematics for the Professional Educator

    EDUC 178 Introduction to the Education of Exceptional Students

    EDUC 261 Development of the Learner

    EDUC 277 The Teaching Profession in America

    EDUC 278 Teaching Profession Practicum

Total Credit Hours   60

[1]
Students may attempt to "test out" of the technology requirement. If they succeed, they must take an additional course(s) in math or science from the List of Approved General Education Courses.

[2]
Course selections should be based on the requirements of the intended transfer to a four-year institution. Students should speak to their advisor for clarification.

Degree Requirements Breakdown

GCOM

Course Code & Title	Credits
ENGL 151	3

Course Code & Title	Credits
ENGL 152	3
COMM 154	3

GHUM

Course Code & Title	Credits
HIST 181	3
HIST 182	3
ENGL 255 OR ENGL 256	3

GHIS

Course Code & Title	Credits
HIST 173	3
HIST 174	3

GSOC

Course Code & Title	Credits
POLI 161 OR POLI 162	3
GEOG 161	3

GDIV

Course Code & Title	Credits
GEOG 162	3

GMAT/ GSCI/ GTEC

Course Code & Title	Credits
MATH 151 OR HIGHER	3
BIOL 161	4
CSIT 110	3
MATH 156	3

Concentration Courses

Course Code & Title	Credits
EDUCATION COURSES	12

Elective Courses

Course Code & Title	Credits
STSC 150	2

Board Approval

EXHIBIT B - 4

History of Board
approval dates
Board of Trustees Approval Date: February 28, 2019

Reviewer
Comments

Key: 17

EXHIBIT B-5

Program Change Request

Date Submitted: 11/17/22 2:25 pm

Viewing: **AA.LA.PSYC : Psychology, Associate in Arts**

Last approved: 05/19/21 6:22 am

Last edit: 11/17/22 2:25 pm

Changes proposed by: Katherine Toy (ktoy)

Catalog Pages Using
this Program
  Psychology, Option to Associate in Arts in Liberal Arts

Program Type	Associate of Arts (AA)
Program Title	Psychology, Associate in Arts
Academic School	Business and Social Sciences
Effective Catalog Year	2023-2024
Program Code	AA.LA.PSYC
CIP Code	240101 - Liberal Arts and Sciences/Liberal Studies.

Program Description

In Workflow
1. **BS Academic Administrator**
2. **BS Dean**
3. **Director of Curriculum**
4. **Curriculum Committee Chair**
5. **Senate Chair**
6. **Vice President of Academic Affairs**
7. **President's Leadership Team Chair**
8. **President**
9. Board of Trustees Chair
10. Academic Administrator for Programs

Approval Path
1. 11/18/22 9:42 am Katherine Toy (ktoy): Approved for BS Academic Administrator
2. 11/21/22 10:46 am Rosann Bar (rbar): Approved for BS Dean
3. 12/05/22 10:45 am Susan O'Connor (soconnor): Approved for

Director of
Curriculum
4. 12/08/22 4:00 pm
Heather Sciarappa
(hsciarappa):
Approved for
Curriculum
Committee Chair
5. 12/15/22 4:33 pm
Robert Marchie
(rmarchie):
Approved for
Senate Chair
6. 12/15/22 4:38 pm
Joseph Konopka
(jkonopka):
Approved for Vice
President of
Academic Affairs
7. 12/20/22 3:48 pm
Connie Bello
(cbello): Approved
for President's
Leadership Team
Chair

History

1. Jan 26, 2021 by
Susan O'Connor
(soconnor)
2. May 19, 2021 by
Katherine Toy (ktoy)

The Associate of Liberal Arts (AA) with an option in Psychology will prepare students for further academic and career study in the area of psychology at the junior and senior level designations. This option prepares students to transfer to a baccalaureate psychology program. The coursework is designed to foster an appreciation and understanding of the scientific study through 1) the utilization of the scientific method 2) exposing students to the history and scope of behavior and fundamental mental processes. Program graduates will learn basic and applied areas in the field of psychology. Students will apply relevant research to analyze and evaluate psychological perspectives and concepts.

Program Objectives

Program Goals

	Program goals
PG1	N/A

Program Learning Outcomes

	Students who successfully complete this program will be able to:
PLO1	Describe the history major concepts and principals of psychology
PLO2	Recognize the complexities of interacting with individuals from diverse backgrounds
PLO3	Identify research methods in scientific inquiry as they pertain to the study of psychology
PLO4	Students will use critical thinking to solve problems related to psychology

Learning Outcomes Display (show only)

Course Code	PLO 1	PLO 2	PLO 3	PLO 4
FirstSemester				
ENGL 151 ✏				
ENGL 152 ✏				
COMM 154 ✏				
PHIL 191 ✏				
PSYC 172 ✏				
PSYC 173 ✏				
PSYC 273 ✏				
PSYC 278 ✏				

EXHIBIT B - 5

Course Code	PLO 1	PLO 2	PLO 3	PLO 4
STSC 150				
PSYC 174				
PSYC 175				
PSYC 240				
PSYC 250				
PSYC 270				
PSYC 271				
PSYC 274				
PSYC 275				
PSYC 173				
PSYC 174				
PSYC 175				
PSYC 240				
PSYC 250				
PSYC 270				
PSYC 271				
PSYC 273				
PSYC 274				
PSYC 275				
PSYC 278				
FirstSemester				
ENGL 151				
ENGL 152				
COMM 154				
PHIL 191				
PSYC 172				
STSC 150				

Required Qualifications

Plan of Study Grid

First Semester		Credit Hours
Comunications		
ENGL 151	English I	3
ENGL 152	English II	3
COMM 154	Fundamentals of Public Speaking	3
History		
History Gen. Ed. Requirement [1]		3
History Gen. Ed. Requirement [1]		3
Humanities		
PHIL 191	Introduction to Philosophy	3
Any ARTS, MUSC, or ENGL course from the List of Approved General Education Courses [1]		3
Humanities Gen. Ed. Requirement [1]		3
Social Science		
PSYC 172	General Psychology	3
Select from the following [1]		3
PSYC 173	Child Psychology	
PSYC 273	Adolescent Psychology	
PSYC 278	Life Span Development	
Diversity		
Diversity Gen. Ed. Requirement [1]		3
Mathematics-Science-Technology		
Mathematics, Lab Science, and Technology Gen. Ed. Requirement [1 & 2]		12
Program Requirement		
STSC 150	Student Success Seminar	2
or STSC 171	or Student Success Seminar for the Helping Professions	
Psychology Program Electives		
Psychology Program Electives [1]		9
Elective		
Elective to meet 60 credits		4
	Credit Hours	60
	Total Credit Hours	60

Psychology Program Electives

PSYC 173	Child Psychology	3
PSYC 174	Personality Theory	3
PSYC 175	Cross-Cultural Psychology	3
PSYC 240	Travel Seminar: the Person and Environment	3
PSYC 250	Introduction to Quantitative Analysis in The Social Sciences	3
PSYC 270	Psychology of Gender	3
PSYC 271	Abnormal Psychology	3

PSYC 273 Adolescent Psychology	3
PSYC 274 Social Psychology	3
PSYC 275 Educational Psychology	3
PSYC 278 Life Span Development	3

1
Course selections should be based on the requirements of the intended transfer to a four-year institution. Students should speak to their advisor for clarification.

2
Students must select one math course, one lab science course, and one technology course and complete the 12 cr. requirement with any additional math or science 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 or science from the List of Approved General Education Courses.

Degree Requirements Breakdown

GCOM

Course Code & Title	Credits
ENGL 151	3
ENGL 152	3
COMM 154	3

GHUM

Course Code & Title	Credits
PHIL 191	3
ANY ARTS, MUSC, OR ENGL GEN. ED. COURSE	3
GEN. ED. HUMN	3

GHIS

Course Code & Title	Credits
GEN. ED. HISTORY	3
GEN. ED. HISTORY	3

GSOC

Course Code & Title	Credits
PSYC 172	3
PSYC 173, 273, 278	3

GDIV

Course Code & Title	Credits
GEN. ED. DIVERSITY	3

GMAT/ GSCI/ GTEC

Course Code & Title	Credits
MATH, SCIENCE, AND TECH	12

Concentration
Courses

Course Code & Title	Credits
PSYCHOLOGY ELECTIVES	9

Elective Courses

Course Code & Title	Credits
STSC 150	2
ELECTIVE	4

Board Approval

History of Board
approval dates
  Board of Trustees Approval Date: February 28, 2019

  Board of Trustees Approval Date: May 30, 2019

Reviewer
Comments

Key: 56

EXHIBIT B-6

Program Change Request

Date Submitted: 11/09/22 10:33 am

Viewing: **AA.PA.MUSC : Performing Arts with Music Option, Associate in Arts**

Last approved: 01/26/21 8:53 pm

Last edit: 11/15/22 2:51 pm

Changes proposed by: Heather Sciarappa (hsciarappa)

> Catalog Pages Using
> this Program
>
> Music, an Option to the Associate in Arts in Performing Arts

Program Type	Associate of Arts (AA)
Program Title	Performing Arts with Music Option, Associate in Arts
Academic School	Arts and Humanities
Effective Catalog Year	2022-2023
Program Code	AA.PA.MUSC
CIP Code	N/A - N/A

Program Description

In Workflow

1. **AH Academic Administrator**
2. **AH Dean**
3. **Director of Curriculum**
4. **Curriculum Committee Chair**
5. **Senate Chair**
6. **Vice President of Academic Affairs**
7. **President's Leadership Team Chair**
8. **President**
9. Board of Trustees Chair
10. Academic Administrator for Programs

Approval Path

1. 11/15/22 2:52 pm Kathryn Kingsbury (kkingsbury): Approved for AH Academic Administrator
2. 11/15/22 2:56 pm Heather Sciarappa (hsciarappa): Approved for AH Dean
3. 11/18/22 11:47 am Susan O'Connor (soconnor):

Approved for Director of Curriculum

4. 12/08/22 4:00 pm Heather Sciarappa (hsciarappa): Approved for Curriculum Committee Chair

5. 12/15/22 4:33 pm Robert Marchie (rmarchie): Approved for Senate Chair

6. 12/15/22 4:39 pm Joseph Konopka (jkonopka): Approved for Vice President of Academic Affairs

7. 12/20/22 3:49 pm Connie Bello (cbello): Approved for President's Leadership Team Chair

History

1. Jan 26, 2021 by Susan O'Connor (soconnor)

Students interested in music can complete the first two years of courses and gain performance experience which will prepare them to transfer to a baccalaureate program and pursue a career in musical performance. The focus of the program is on artistic development and technical training. The curriculum is designed to promote students' development of their academic and musical potential. Students will gain experience in music performance through participation in Ocean County College music presentations.

Program Objectives

Program Goals

	Program goals
PG1	N/A

Program Learning Outcomes

	Students who successfully complete this program will be able to:
PLO1	Apply artistic / technical skill, a working vocabulary, and knowledge of equipment and materials pertaining to music.
PLO2	Define and discuss basic theories, principles, and terminology inherent to music.
PLO3	Discuss the historic role, cultural relevance, and social impact of music.
PLO4	Use critical thinking in analyzing music repertoire.
PLO5	Compare various career opportunities and challenges in the music profession.
PLO6	Display individual style and creativity in music.

Learning Outcomes Display (show only)

Course Code	PLO 1	PLO 2	PLO 3	PLO 4	PLO 5	PLO 6
FirstSemester						
ENGL 151 ✎						
MUSC 101 ✎						
STSC 150 ✎						

Course Code	PLO 1	PLO 2	PLO 3	PLO 4	PLO 5	PLO 6
MUSC 120 ✎						
MUSC 142 ✎						
MUSC 160 ✎						
MUSC 173 ✎						
SecondSemester						
ENGL 152 ✎						
MUSC 181 ✎						
MUSC 190 ✎						
COMM 154 ✎						
ThirdSemester						
MUSC 143 ✎						
MUSC 161 ✎						
MUSC 174 ✎						
FourthSemester						
MUSC 194 ✎						
MUSC 177 ✎						
MUSC 178 ✎						
MUSC 182 ✎						
MUSC 185 ✎						
MUSC 183 ✎						
THTR 189 ✎						

Course Code	PLO 1	PLO 2	PLO 3	PLO 4	PLO 5	PLO 6
MUSC 192 ✎						
MUSC 193 ✎						
MUSC 195 ✎						
MUSC 177 ✎						
MUSC 178 ✎						
MUSC 182 ✎						
MUSC 185 ✎						
MUSC 183 ✎						
THTR 189 ✎						
MUSC 192 ✎						
MUSC 193 ✎						
MUSC 195 ✎						
FirstSemester						
ENGL 151 ✎						
MUSC 101 ✎						
STSC 150 ✎						
MUSC 120 ✎						
MUSC 142 ✎						
MUSC 160 ✎						
MUSC 173 ✎						
SecondSemester						

Course Code	PLO 1	PLO 2	PLO 3	PLO 4	PLO 5	PLO 6
ENGL 152 ✏						
MUSC 181 ✏						
MUSC 190 ✏						
COMM 154 ✏						
ThirdSemester						
MUSC 143 ✏						
MUSC 161 ✏						
MUSC 174 ✏						
FourthSemester						
MUSC 194 ✏						

Required Qualifications

Plan of Study Grid

First Semester		Credit Hours
ENGL 151	English I	3
MUSC 101	Music Fundamentals	3
~~MUSC 190~~	~~Introduction to Music Appreciation~~	~~3~~
STSC 150	Student Success Seminar	2
Social Science Gen. Ed. Requirement		3
MUSC 120	Applied Music I	2
Select one of the following		1
MUSC 142	Jazz Band I	
MUSC 160	Vocal Ensemble I	
MUSC 173	Concert Band I	
	Credit Hours	14

Second Semester		
ENGL 152	English II	3
MUSC 181	Theory of Music I	3
MUSC 190	Introduction to Music Appreciation	3
COMM 154	Fundamentals of Public Speaking	3

Mathematics Gen. Ed. Requirement [1]	3
~~MUSC 120 Applied Music I~~	~~2~~
~~Select one of the following:~~	~~1~~
~~MUSC 142 Jazz Band I~~	
~~MUSC 160 Vocal Ensemble I~~	
~~MUSC 173 Concert Band I~~	
Credit Hours	15
Third Semester	
Select one of the following:	1
MUSC 143 Jazz Band II	
MUSC 161 Vocal Ensemble II	
MUSC 174 Concert Band II	
History Gen. Ed. Requirement	3
Humanities Gen. Ed. Requirement	3
Social Science Gen. Ed. Requirement	3
Lab Science Gen. Ed. Requirement [1]	4
Credit Hours	14
Fourth Semester	
MUSC 194 Introduction to World Music	3
Music Program Elective	2-3
Mathematics or Lab Science Gen. Ed. Requirement [1]	3-4
History Gen. Ed. Requirement	3
Humanities Gen. Ed. Requirement	3
Technology Gen. Ed. Requirement [1]	3
Elective to meet 60 credits	0-1
Credit Hours	17-20
Total Credit Hours	60-63

[1]
Students must select one math course, one lab science course, and one technology course and complete the 12 credit requirement with any additional math or science 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 in math or science from the List of Approved General Education Courses.

Music Program Electives

MUSC 177 Ear Training and Sight Singing I	2
MUSC 178 Ear Training and Sight Singing II	2
MUSC 182 Theory of Music II	3
MUSC 185 Introduction to Jazz History	3
MUSC 183 Beginning Jazz Theory and Improvisation	2
THTR 189 Musical Theatre Workshop	3
MUSC 192 Music History and Literature to 1750	3
MUSC 193 Music History 1750-1920	3

MUSC 195 Music History and Literature Since 1920 3

Additional levels of Applied Music Lessons

Additional levels of Jazz Band

Additional levels of Vocal Ensemble

Additional levels of Concert Band

Degree Requirements Breakdown

GCOM

Course Code & Title	Credits
ENGL 151	3
ENGL 152	3
COMM 154	3

GHUM

Course Code & Title	Credits
MUSC 190	3
GEN. ED. HUMN	3
GEN. ED. HUMN	3

GHIS

Course Code & Title	Credits
GEN. ED. HISTORY	3
GEN. ED. HISTORY	3

GSOC

Course Code & Title	Credits
GEN. ED. SOCIAL SCIENCE	3
GEN. ED. SOCIAL SCIENCE	3

GDIV

Course Code & Title	Credits
MUSC 194	3

GMAT/ GSCI/ GTEC

Course Code & Title	Credits
GEN. ED. MATH	3
GEN. ED. LAB SCIENCE	4
GEN. ED. MATH OR LAB SCIENCE	3-4
GEN. ED. TECHNOLOGY	3

Concentration
Courses

Course Code & Title	Credits
MUSC 101	3
MUSC 120	2
MUSC 142, 160, OR 173	1
MUSC 143, 161, OR 174	1
MUSIC ELECTIVE	2-3
MUSC 181	3

Elective Courses

Course Code & Title	Credits
STSC 150	2
ELECTIVE	0-1

Board Approval

History of Board
approval dates

  Board of Trustees Approval Date: March 29, 2018

  Board of Trustees Approval Date: January 24, 2019

  Board of Trustees Approval Date: January 23, 2020

Reviewer
Comments

Key: 50

EXHIBIT B-7

AAS.WBMKT: WEB MARKETING, ASSOCIATE IN APPLIED SCIENCE

Final Catalog
2022-2023

Rationale for Inactivation
Put this program on hiatus (not terminating) until further notice on 5/13/22 and removed from catalog.
Sent to BOT in November 2022 for formal inactivation across all venues. - Susan OC

Program Type
Associate of Applied Science (AAS)

Program Title
Web marketing, Associate in Applied Science

Academic School
Business and Social Sciences

Effective Catalog Year
2022-2023

Program Code
AAS.WBMKT

CIP Code
520900 - 520900

Program Description

The A.A.S degree in Digital Marketing will qualify students for entry-level technology, marketing, and e-commerce positions in business and nonprofit organizations. This program provides a broad business foundation that examines social media and e-commerce technology development, electronic and interpersonal communication, and industry standards for small businesses. Students acquire a specific skill set that emphasizes on the interactions between customers and web-based technology. Opportunities are offered for industry credentials such as Adobe Creative Cloud certification.

Program Objectives

Program Goals

	Program goals
PG1	NA

Program Learning Outcomes

	Students who successfully complete this program will be able to:
PLO1	NA

College-wide Assessment of Program Learning Outcomes

- A Graduate Exit Survey and Noel Levitz Student Satisfaction Survey are undertaken in order to gauge overall student satisfaction with college programs.

- Course Level Assessment — 40 high enrollment courses from across all academic disciplines is conduced yearly on a three year cycle. Faculty develop specific assessment instruments/plans aligned to all course learning outcomes; specific recommendations for improvements in instruction, or curriculum are made based upon the results.

- Each course is individually digitally assessed at the end of each term for faculty performance and student satisfaction

- General Education Assessment — The college has 11 General Education goals and outcomes based on the NJCCC/AOA General Education Foundation; these are assessed cyclically each semester; there is a randomized selection of courses and students for inclusion in the assessment each semester; faculty teaching selected sections are required to submit the selected assignments for the students in their sections who have also been randomly selected. A faculty and staff committee works in teams to assess the

2   AAS.WBMKT: Web marketing, Associate in Applied Science

submitted works using an appropriate AAC&U Value Rubric. Recommendations for curricular improvements, faculty workshops, etc. are made based on the data.

- Program Assessment – Program Assessment is conducted for all programs on a five year cycle; the program is reviewed and assessed in its entirety through indirect and direct assessment (i.e. testing, portfolio review, and artifact collection; student and alumni surveys, focus groups), and requires a full audit of all curriculum, faculty, enrollment and graduation trends, and advisory board recommendations, concluding in specific recommendations for improvement and planning, based upon the data collected

- Retention/Graduate rates are assessed college-wide for all first-time, full time students.

- Transfer rates are assessed at three years for first time, full-time students who non-completers.

Required Qualifications

First Semester		Credit Hours
ENGL 151	English I	3
BUSN 131	Introduction to Business Administration	3
GRPH 151	Digital Imagery	3
ECON 151	Macroeconomic Principles	3
CSIT 123	Integrated Office Software	3
STSC 150	Student Success Seminar	2
	Credit Hours	**17**
Second Semester		
ENGL 152	English II	3
MATH 156 or Higher		3
ACCT 161	Principles of Accounting I	3
BUSN 134	Principles of Marketing	3
CSIT 131	Multimedia for the Web	3
	Credit Hours	**15**
Third Semester		
BUSN 251	Business Law I	3
COEM 220	Video Location Production	3
HRTM 120	Marketing for Hospitality and Tourism	3
CSIT 124	Introduction to Programming	3
ECON 152	Microeconomics Principles	3
	Credit Hours	**15**
Fourth Semester		
BUSN 210	Business Communications	3
GRPH 251	InDesign and Typography	3
CSIT 133	Web Development Fundamentals	3
Lab Science Gen. Ed. Requirement (https://catalog.ocean.edu/graduation-requirements-degree/approved-general-education-courses/#lab)		4
	Credit Hours	**13**
	Total Credit Hours	**60**

Degree Requirements Breakdown

GCOM

Course Code & Title	Credits
NA	NA

GSOC/ GHUM

Course Code & Title	Credits
NA	NA

GMAT/ GSCI/ GTEC

Course Code & Title	Credits
NA	NA

General Education

Course Code & Title	Credits
NA	NA

Concentration Courses

Course Code & Title	Credits
NA	NA

Key: 64

EXHIBIT B-8

Course Change Request

Date Submitted: 11/09/22 10:07 am

Viewing: **MUSC 120 : <u>Individual</u> Applied Music <u>Lessons</u> I**

Last approved: 02/21/21 9:49 pm

Last edit: 12/08/22 3:59 pm

Changes proposed by: Heather Sciarappa (hsciarappa)

Catalog Pages
referencing this
course
  Music (MUSC)

Programs
referencing this
course
  AA.PA.MUSC: Performing Arts with Music Option, Associate in Arts

Other Courses
referencing this
course

  In The Catalog Description:

  MUSC 160 : Vocal Ensemble I

Learning Outcomes
Display (show only)

In Workflow

1. **AH Academic Administrator**
2. **AH Dean**
3. **Director of Curriculum**
4. **Curriculum Committee Chair**
5. **Senate Chair**
6. **Vice President of Academic Affairs**
7. **President's Leadership Team Chair**
8. **President**
9. Board of Trustees Chair
10. AH Academic Administrator
11. Colleague

Approval Path

1. 11/15/22 2:40 pm Kathryn Kingsbury (kkingsbury): Approved for AH Academic Administrator
2. 11/15/22 2:56 pm Heather Sciarappa (hsciarappa): Approved for AH Dean
3. 11/18/22 11:48 am Susan O'Connor (soconnor):

Approved for Director of Curriculum

4. 12/08/22 4:00 pm Heather Sciarappa (hsciarappa): Approved for Curriculum Committee Chair

5. 12/15/22 4:33 pm Robert Marchie (rmarchie): Approved for Senate Chair

6. 12/15/22 4:39 pm Joseph Konopka (jkonopka): Approved for Vice President of Academic Affairs

7. 12/20/22 3:51 pm Connie Bello (cbello): Approved for President's Leadership Team Chair

History

1. Feb 21, 2021 by Susan O'Connor (soconnor)

AA.PA.MUSC: Performing Arts with Music Option, Associate in Arts ✏️

1. Course Information

Subject	MUSC - Music
Course Number	120
School	Arts and Humanities

Course Title   <u>Individual</u> Applied Music <u>Lessons</u> I

2. Hours

Semester Hours   2.00000

   Lecture   1.00

   Lab   0.00

   Practicum   3.00

3. Catalog Description

For display in the
online catalog

Beginning or intermediate students receive one-on-one instruction in the technical and
interpretive aspects of music performance as it relates to their instrument or voice with
emphasis on tone production and intonation, expression, technique, and interpretation.
Students are expected to devote a minimum of three hours per week of work outside class to
assigned warm-ups, exercises, and appropriate repertoire. Weekly lesson times are arranged
between instructors and students and approved by the dean/assistant dean. <u>If a student does
not see their instrument offered as an Applied Music section, they should contact the School of
Arts and Humanities about feasibility.</u>

4. Requisites

Prerequisites
 None

Corequisites
 None

5. Course Type

Course Fee Code   3

Course Type for   non-vocational (not approved for Perkins
Perkins Reporting   funding)

6. Justification

Describe the need

for this course

Our current offerings in music are introductory and participatory in nature. The addition of academic music courses will help students improve their performance skills and enable them to potentially transfer to a four-year music program. Current students, prospective students, and community members have expressed an interest in music instruction and would be able to use this course as an elective. This educational service is not currently available in Ocean County.

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:

Elective

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	This course would enable us to reach out to the members of the Ocean County Community by providing an unduplicated service and supporting partnerships with groups such as the Ocean County Arts High School and Garden State Philharmonic. This new course would support the continued development of varied events and programs and rewarding artistic and cultural activities. As a result, we would then be better able to conduct outreach and develop partnerships with local schools with fine arts programs.

9. Related Courses at Other Institutions

Comparable Courses at NJ Community Colleges

Institution	Passaic County CC
Course Title	Instrumental Instruction
Course Number	MU 146
Number of Credits	2
Comments	

Institution	Raritan Valley CC
Course Title	Applied Music: Primary Instrument I
Course Number	MUSC 131
Number of Credits	1, 0
Comments	

Institution	County College of Morris
Course Title	Applied Music Primary I
Course Number	MUS 135
Number of Credits	1
Comments	

Institution	Middlesex County College
Course Title	Applied Music Studio I
Course Number	MUS 133
Number of Credits	2
Comments	

Transferability of Course

Georgian Court
University

Course Code, Title, and Credits	Transfer Catagory	If non-transferable; select status
No code or title in NJ Transfer listing; 2 cr.	Elective Credit	

Kean University

Course Code, Title, and Credits	Transfer Catagory	If non-transferable; select status
MUS3653; No title in NJ Transfer listing; 1-2 cr.	Music Major Elective	

Monmouth
University

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

Rowan University

Course Code, Title, and Credits	Transfer Catagory	If non-transferable; select status
MUS04071; No title in NJ Transfer listing; 2 cr.	Music Major- Elective	

Rutgers - New
Brunswick, Mason
Gross School of the
Arts

Course Code, Title, and Credits	Transfer Catagory	If non-transferable; select status
No code or title in NJ Transfer listing; 2 cr.	Elective Credit	

Stockton University

Course Code, Title, and Credits	Transfer Catagory	If non-transferable; select status
No code or title in NJ Transfer listing; 2 cr.	Gen Ed-ARTS (Performing Arts) 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	Engage in the process of producing an appropriate tone.
	CLO2	Develop a personal strategy for effective practice of their instrument.
	CLO3	Address technical challenges related to their instrument.
	CLO4	Explore literature written for their instrument.
	CLO5	Build interpretive and performance skills.

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	General Instrument Orientation a.Tone Production b.Pitch Regulation	1. Reading 2. Discussion 3. Demonstration 4. Practice 5. Performance	Recommended but not limited to: Quiz and Test Performances	CLO1, CLO2
TO2	Technical development a.refinement of tone b.melodic/harmonic elements c. physical approach d. physical dexterity e. articulation	1. Reading 2. Discussion 3. Demonstration 4. Practice 5. Performance	Quiz and Test Performances	CLO1, CLO2, CLO3

	Major Themes/ Skills	Assignments (Recommended but not limited to)	Assessments (Recommended but not limited to)	Course Learning Outcome(s)
TO3	Music Reading Skills a. pitch b. rhythm c. expressive markings d. form e. sight reading	1. Reading 2. Discussion 3. Demonstration 4. Practice 5. Performance	Quiz and Test Performances	CLO2, CLO4
TO4	Effective practice skills	1. Reading 2. Discussion 3. Demonstration 4. Practice 5. Performance 6. Journal	Quiz and Test Performances	CLO2
TO5	Interpretive skills a. stylistic b. artistic	1. Reading 2. Discussion 3. Demonstration 4. Practice 5. Performance	Quiz and Test Performances	CLO1, CLO2, CLO3, CLO4, CLO5
TO6	Performance skills a. poise b. memorization	1. Reading 2. Discussion 3. Demonstration 4. Practice 5. Performance	Quiz and Test Performances	CLO2, CLO4, CLO5
TO7	Repertoire a. notated b. improvised	1. Reading 2. Discussion 3. Demonstration 4. Practice 5. Performance	Quiz and Test Performances	CLO4, CLO5

12. Methods of Instruction

In the structuring of
this course, what
major methods of

instruction will be
utilized?

   o Individual instruction for 30 minutes per week

   o Lecture, demonstration, and performance

   o Note taking and discussion

   o Work with rudiments, technical studies, and repertoire

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

_____

Information Literacy

_____

Society and Human Behavior

_____

Humanistic Perspective   Yes

Related Course   CLO: All
Learning Outcome

Related Outline   TO: All
Component

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

  Performance, Quizzes, and Tests

Historical Perspective

Global and Cultural Awareness

Ethical Reasoning and Action

Independent/Critical Thinking

14. Needs

Instructional
Materials (text
etc.):
  Appropriate text will be selected

Technology Needs:
  none

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

Facility Needs:
  Acoustically controlled teaching space, piano, drum set, organ, microphones, amplifier, large
  percussion instruments

Library needs:

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.

16. Board Approval

History of Board
approval dates

Board of Trustees Approval Date: November 8, 2010
Board of Trustees Approval Date: March 26, 2012
PLT Approval of Form: May 22, 2012
Board of Trustees Approval Date: December 07, 2017

Reviewer
Comments

Key: 1744

Preview Bridge

EXHIBIT B-9

EXHIBIT B - 9

Course Change Request

Date Submitted: 11/09/22 10:08 am

Viewing: **MUSC 121 : <u>Individual</u> Applied Music <u>Lessons</u> II**

Last approved: 02/21/21 9:49 pm

Last edit: 12/08/22 4:00 pm

Changes proposed by: Heather Sciarappa (hsciarappa)

Catalog Pages
referencing this
course
   Music (MUSC)

Learning Outcomes
Display (show only)

In Workflow

1. **AH Academic Administrator**
2. **AH Dean**
3. **Director of Curriculum**
4. **Curriculum Committee Chair**
5. **Senate Chair**
6. **Vice President of Academic Affairs**
7. **President's Leadership Team Chair**
8. **President**
9. Board of Trustees Chair
10. AH Academic Administrator
11. Colleague

Approval Path

1. 11/15/22 2:42 pm
   Kathryn Kingsbury
   (kkingsbury):
   Approved for AH
   Academic
   Administrator
2. 11/15/22 2:56 pm
   Heather Sciarappa
   (hsciarappa):
   Approved for AH
   Dean
3. 11/18/22 11:48 am
   Susan O'Connor
   (soconnor):

EXHIBIT D - 9

Approved for
Director of
Curriculum

4. 12/08/22 4:00 pm
Heather Sciarappa
(hsciarappa):
Approved for
Curriculum
Committee Chair

5. 12/15/22 4:33 pm
Robert Marchie
(rmarchie):
Approved for
Senate Chair

6. 12/15/22 4:39 pm
Joseph Konopka
(jkonopka):
Approved for Vice
President of
Academic Affairs

7. 12/20/22 3:52 pm
Connie Bello
(cbello): Approved
for President's
Leadership Team
Chair

History

1. Feb 21, 2021 by
Susan O'Connor
(soconnor)

1. Course Information

Subject	MUSC - Music
Course Number	121
School	Arts and Humanities
Course Title	Individual Applied Music Lessons II

2. Hours

Semester Hours   2.00000

        Lecture   1.00

        Lab   0.00

        Practicum   3.00

3. Catalog Description

For display in the
online catalog

Beginning or intermediate students receive one-on-one instruction in the technical and
interpretive aspects of music performance as it relates to their instrument or voice with
emphasis on tone production and intonation, expression, technique, and interpretation.
Students are expected to devote a minimum of three hours per week on work outside class to
assigned warm-ups, exercises, and appropriate repertoire. Weekly lesson times are arranged
between instructors and students and approved by the dean/assistant dean.

4. Requisites

Prerequisites
  None

Corequisites
  None

5. Course Type

Course Fee Code   3

Course Type for   non-vocational (not approved for Perkins
Perkins Reporting   funding)

6. Justification

Describe the need
for this course

Our current offerings in music are introductory and participatory in nature. The addition of
academic music courses will help students improve their performance skills and enable them to
potentially transfer to a four-year music program. Current students, prospective students, and

community members have expressed an interest in music instruction and would be able to use this course as an elective. This educational service is not currently available in Ocean County.

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:

Elective

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	This course would enable us to reach out to the members of the Ocean County Community by providing an unduplicated service and supporting partnerships with groups such as the Ocean County Arts High School and Garden State Philharmonic. This new course would support the continued development of varied events and programs and rewarding artistic and cultural activities. As a result, we would then be better able to conduct outreach and develop partnerships with local schools with fine arts programs.

9. Related Courses at Other Institutions

Comparable Courses at NJ Community Colleges

Institution	Passaic County CC
Course Title	Instrumental Instruction
Course Number	MU 146

Number of Credits	2
Comments	

Institution	Raritan Valley CC
Course Title	Applied Music: Primary Instrument I
Course Number	MUSC 131
Number of Credits	1, 0
Comments	

Institution	County College of Morris
Course Title	Applied Music Primary I
Course Number	MUS 135
Number of Credits	1
Comments	

Institution	Middlesex County College
Course Title	Applied Music Studio I
Course Number	MUS 133
Number of Credits	2
Comments	

Transferability of Course

Georgian Court
University

Course Code, Title, and Credits	Transfer Catagory	If non-transferable; select status
No code or title in NJ Transfer listing; 2 cr.	Elective Credit	

Kean University

Course Code, Title, and Credits	Transfer Catagory	If non-transferable; select status
MUS3653; No title in NJ Transfer listing; 1-2 cr.	Music Major Elective	

Monmouth
University

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

Rowan University

Course Code, Title, and Credits	Transfer Catagory	If non-transferable; select status
MUS04071; No title in NJ Transfer listing; 2 cr.	Music Major- Elective	

Rutgers - New
Brunswick, Mason
Gross School of the
Arts

Course Code, Title, and Credits	Transfer Catagory	If non-transferable; select status
No code or title in NJ Transfer listing; 2 cr.	Elective Credit	

Stockton University

Course Code, Title, and Credits	Transfer Catagory	If non-transferable; select status
No code or title in NJ Transfer listing; 2 cr.	Gen Ed-ARTS (Performing Arts) 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	Engage in the process of producing an appropriate tone.
CLO2	Develop a personal strategy for effective practice of their instrument.
CLO3	Address technical challenges related to their instrument.
CLO4	Explore literature written for their instrument.
CLO5	Build interpretive and performance skills.

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	General Instrument Orientation a.Tone Production b.Pitch Regulation	1. Reading 2. Discussion 3. Demonstration 4. Practice 5. Performance	Quiz and Test Performances	CLO1, CLO2
TO2	Technical development a.refinement of tone b.melodic/harmonic elements c. physical approach d. physical dexterity e. articulation	1. Reading 2. Discussion 3. Demonstration 4. Practice 5. Performance	Quiz and Test Performances	CLO1, CLO2, CLO3
TO3	Music Reading Skills a. pitch b. rhythm c. expressive markings	1. Reading 2. Discussion 3. Demonstration 4. Practice 5. Performance	Quiz and Test Performances	CLO2, CLO4

	Major Themes/ Skills	Assignments (Recommended but not limited to)	Assessments (Recommended but not limited to)	Course Learning Outcome(s)
	d. form e. sight reading			
TO4	Effective practice skills	1. Reading 2. Discussion 3. Demonstration 4. Practice 5. Performance 6. Journal	Quiz and Test Performances	CLO2
TO5	Interpretive skills a. stylistic b. artistic	1. Reading 2. Discussion 3. Demonstration 4. Practice 5. Performance	Quiz and Test Performances	CLO1, CLO2, CLO3, CLO4, CLO5
TO6	Performance skills a. poise b. memorization	1. Reading 2. Discussion 3. Demonstration 4. Practice 5. Performance	Quiz and Test Performances	CLO2, CLO4, CLO5
TO7	Repertoire a. notated b. improvised	1. Reading 2. Discussion 3. Demonstration 4. Practice 5. Performance	Quiz and Test Performances	CLO4, CLO5

12. Methods of Instruction

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

o Individual instruction for 30 minutes per week

o Lecture, demonstration, and performance

o Note taking and discussion

o Work with rudiments, technical studies, and repertoire

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

Information Literacy

Society and Human Behavior

Humanistic Perspective   Yes

Related Course   CLO: All
Learning Outcome

Related Outline   TO: All
Component

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

  Performance, Quizzes, and Tests

Historical Perspective

Global and Cultural Awareness

Ethical Reasoning and Action

Independent/Critical Thinking

14. Needs

Instructional
Materials (text
etc.):
  Appropriate text will be selected.

Technology Needs:
  none

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

Facility Needs:
  Acoustically controlled teaching space, piano, drum set, organ, microphones, amplifier, large
  percussion instruments

Library needs:

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.

16. Board Approval

History of Board
approval dates
   Board of Trustees Approval Date: November 8, 2010
   Board of Trustees Approval Date: March 26, 2012
   PLT Approval of Form: May 22, 2012
   Board of Trustees Approval Date: December 07, 2017

Reviewer
Comments

Key: 1745

Preview Bridge

EXHIBIT B-10

Course Change Request

Date Submitted: 11/09/22 10:08 am

Viewing: **MUSC 220 : <u>Individual</u> Applied Music <u>Lessons</u> III**

Last approved: 07/19/21 11:32 pm

Last edit: 12/08/22 4:00 pm

Changes proposed by: Heather Sciarappa (hsciarappa)

Catalog Pages
referencing this
course
   Music (MUSC)

Learning Outcomes
Display (show only)

In Workflow

1. **AH Academic Administrator**
2. **AH Dean**
3. **Director of Curriculum**
4. **Curriculum Committee Chair**
5. **Senate Chair**
6. **Vice President of Academic Affairs**
7. **President's Leadership Team Chair**
8. **President**
9. Board of Trustees Chair
10. AH Academic Administrator
11. Colleague

Approval Path

1. 11/15/22 2:41 pm
   Kathryn Kingsbury
   (kkingsbury):
   Approved for AH
   Academic
   Administrator
2. 11/15/22 2:56 pm
   Heather Sciarappa
   (hsciarappa):
   Approved for AH
   Dean
3. 11/18/22 11:48 am
   Susan O'Connor
   (soconnor):

Approved for Director of Curriculum

4. 12/08/22 4:00 pm Heather Sciarappa (hsciarappa): Approved for Curriculum Committee Chair

5. 12/15/22 4:33 pm Robert Marchie (rmarchie): Approved for Senate Chair

6. 12/15/22 4:39 pm Joseph Konopka (jkonopka): Approved for Vice President of Academic Affairs

7. 12/20/22 3:52 pm Connie Bello (cbello): Approved for President's Leadership Team Chair

History

1. Jul 19, 2021 by Susan O'Connor (soconnor)

1. Course Information

Subject	MUSC - Music
Course Number	220
School	Arts and Humanities
Course Title	Individual Applied Music Lessons III

2. Hours

Semester Hours   2.00000

      Lecture   1.00

      Lab   0.00

      Practicum   3.00

3. Catalog Description

For display in the
online catalog

  Beginning or intermediate students receive one-on-one instruction in the technical and
interpretive aspects of music performance as it relates to their instrument or voice with
emphasis on tone production and intonation, expression, technique, and interpretation.
Students are expected to devote a minimum of three hours per week of work outside class to
assigned warm-ups, exercises, and appropriate repertoire. Weekly lesson times are arranged
between instructors and students and approved by the dean/assistant dean.

4. Requisites

Prerequisites
  None

Corequisites
  None

5. Course Type

Course Fee Code   3

Course Type for   non-vocational (not approved for Perkins
Perkins Reporting   funding)

6. Justification

Describe the need
for this course

  Our current offerings in music are introductory and participatory in nature. The addition of
academic music courses will help students improve their performance skills and enable them to
potentially transfer to a four-year music program. Current students, prospective students, and

community members have expressed an interest in music instruction and would be able to use this course as an elective. This educational service is not currently available in Ocean County.

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:

Elective

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	This course would enable us to reach out to the members of the Ocean County Community by providing an unduplicated service and supporting partnerships with groups such as the Ocean County Arts High School and Garden State Philharmonic. This new course would support the continued development of varied events and programs and rewarding artistic and cultural activities. As a result, we would then be better able to conduct outreach and develop partnerships with local schools with fine arts programs.

9. Related Courses at Other Institutions

Comparable Courses at NJ Community Colleges

Institution	Passaic County CC
Course Title	Instrumental Instruction
Course Number	MU 146

EXHIBIT B - 10

Number of Credits	2
Comments	

Institution	Raritan Valley CC
Course Title	Applied Music: Primary Instrument I
Course Number	MUSC 131
Number of Credits	1, 0
Comments	

Institution	County College of Morris
Course Title	Applied Music Primary I
Course Number	MUSC 135
Number of Credits	1
Comments	

Institution	Middlesex County College
Course Title	Applied Music Studio I
Course Number	MUS 133
Number of Credits	2
Comments	

Transferability of Course

Georgian Court
University

Course Code, Title, and Credits	Transfer Catagory	If non-transferable; select status
No code or title in NJ Transfer listing; 2 cr.	Elective Credit	

Kean University

Course Code, Title, and Credits	Transfer Catagory	If non-transferable; select status
MUS3653; No title in NJ Transfer listing; 1-2 cr.	Music Major Elective	

Monmouth
University

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

Rowan University

Course Code, Title, and Credits	Transfer Catagory	If non-transferable; select status
MUS04071; No title in NJ Transfer listing; 2 cr.	Music Major- Elective	

Rutgers - New
Brunswick, Mason
Gross School of the
Arts

Course Code, Title, and Credits	Transfer Catagory	If non-transferable; select status
No code or title in NJ Transfer listing; 2 cr.	Elective Credit	

Stockton University

Course Code, Title, and Credits	Transfer Catagory	If non-transferable; select status
No code or title in NJ Transfer listing; 2 cr.	Gen Ed-ARTS (Performing Arts) 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	Engage in the process of producing an appropriate tone.
CLO2	Develop a personal strategy for effective practice of their instrument.
CLO3	Address technical challenges related to their instrument.
CLO4	Explore literature written for their instrument.
CLO5	Build interpretive and performance skills.

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	General Instrument Orientation a.Tone Production b.Pitch Regulation	1. Reading 2. Discussion 3. Demonstration 4. Practice 5. Performance	Recommended but not limited to: Quiz and Test Performances	CLO1, CLO2
TO2	Technical development a.refinement of tone b.melodic/harmonic elements c. physical approach d. physical dexterity e. articulation	1. Reading 2. Discussion 3. Demonstration 4. Practice 5. Performance	Quiz and Test Performances	CLO1, CLO2, CLO3
TO3	Music Reading Skills a. pitch b. rhythm c. expressive markings	1. Reading 2. Discussion 3. Demonstration 4. Practice 5. Performance	Quiz and Test Performances	CLO2, CLO4

	Major Themes/ Skills	Assignments (Recommended but not limited to)	Assessments (Recommended but not limited to)	Course Learning Outcome(s)
	d. form e. sight reading			
TO4	Effective practice skills	1. Reading 2. Discussion 3. Demonstration 4. Practice 5. Performance 6. Journal	Quiz and Test Performances	CLO2
TO5	Interpretive skills a. stylistic b. artistic	1. Reading 2. Discussion 3. Demonstration 4. Practice 5. Performance	Quiz and Test Performances	CLO1, CLO2, CLO3, CLO4, CLO5
TO6	Performance skills a. poise b. memorization	1. Reading 2. Discussion 3. Demonstration 4. Practice 5. Performance	Quiz and Test Performances	CLO2, CLO4, CLO5CLO4, CLO5
TO7	Repertoire a. notated b. improvised	1. Reading 2. Discussion 3. Demonstration 4. Practice 5. Performance	Quiz and Test Performances	CLO4, CLO5

12. Methods of Instruction

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

o Individual instruction for 30 minutes per week

o Lecture, demonstration, and performance

o Note taking and discussion

o Work with rudiments, technical studies, and repertoire

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

_____

Information Literacy

_____

Society and Human Behavior

_____

Humanistic Perspective   Yes

Related Course   CLO: All
Learning Outcome

Related Outline   TO: All
Component

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

  Performance, Quizzes, and Tests

_____

Historical Perspective

_____

Global and Cultural Awareness

_____

Ethical Reasoning and Action

Independent/Critical Thinking

14. Needs

Instructional
Materials (text
etc.):
  Appropriate text will be selected

Technology Needs:
  none

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

Facility Needs:
  Acoustically controlled teaching space, piano, drum set, organ, microphones, amplifier, large
  percussion instruments

Library needs:

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.

16. Board Approval

History of Board
approval dates
  Board of Trustees Approval Date: November 8, 2010
  Board of Trustees Approval Date: March 26, 2012
  PLT Approval of Form: May 22, 2012
  Board of Trustees Approval Date: December 07, 2017

Reviewer
Comments

Key: 1773

Preview Bridge

EXHIBIT B-11

Course Change Request

Date Submitted: 11/09/22 10:09 am

Viewing: **MUSC 221 : Individual Applied Music Lessons IV**

Last approved: 07/19/21 11:32 pm

Last edit: 12/08/22 4:00 pm

Changes proposed by: Heather Sciarappa (hsciarappa)

Catalog Pages
referencing this
course
   Music (MUSC)

Learning Outcomes
Display (show only)

In Workflow

1. **AH Academic Administrator**
2. **AH Dean**
3. **Director of Curriculum**
4. **Curriculum Committee Chair**
5. **Senate Chair**
6. **Vice President of Academic Affairs**
7. **President's Leadership Team Chair**
8. **President**
9. Board of Trustees Chair
10. AH Academic Administrator
11. Colleague

Approval Path

1. 11/15/22 2:41 pm Kathryn Kingsbury (kkingsbury): Approved for AH Academic Administrator
2. 11/15/22 2:56 pm Heather Sciarappa (hsciarappa): Approved for AH Dean
3. 11/18/22 11:48 am Susan O'Connor (soconnor):

EXHIBIT B - 1 1

Approved for
Director of
Curriculum

4. 12/08/22 4:01 pm
Heather Sciarappa
(hsciarappa):
Approved for
Curriculum
Committee Chair

5. 12/15/22 4:33 pm
Robert Marchie
(rmarchie):
Approved for
Senate Chair

6. 12/15/22 4:39 pm
Joseph Konopka
(jkonopka):
Approved for Vice
President of
Academic Affairs

7. 12/20/22 3:52 pm
Connie Bello
(cbello): Approved
for President's
Leadership Team
Chair

History

1. Jul 19, 2021 by
Susan O'Connor
(soconnor)

1. Course Information

Subject	MUSC - Music
Course Number	221
School	Arts and Humanities
Course Title	Individual Applied Music Lessons IV

2. Hours

Semester Hours   2.00000

        Lecture   1.00

        Lab   0.00

        Practicum   3.00

3. Catalog Description

For display in the
online catalog

Beginning or intermediate students receive one-on-one instruction in the technical and interpretive aspects of music performance as it relates to their instrument or voice with emphasis on tone production and intonation, expression, technique, and interpretation. Students are expected to devote a minimum of three hours per week of work outside class to assigned warm-ups, exercises, and appropriate repertoire. Weekly lesson times are arranged between instructors and students and approved by the dean/assistant dean.

4. Requisites

Prerequisites
  None

Corequisites
  None

5. Course Type

Course Fee Code   3

Course Type for
Perkins Reporting   non-vocational (not approved for Perkins funding)

6. Justification

Describe the need
for this course

Our current offerings in music are introductory and participatory in nature. The addition of academic music courses will help students improve their performance skills and enable them to potentially transfer to a four-year music program. Current students, prospective students, and

community members have expressed an interest in music instruction and would be able to use this course as an elective. This educational service is not currently available in Ocean County.

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:

Elective

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	This course would enable us to reach out to the members of the Ocean County Community by providing an unduplicated service and supporting partnerships with groups such as the Ocean County Arts High School and Garden State Philharmonic. This new course would support the continued development of varied events and programs and rewarding artistic and cultural activities. As a result, we would then be better able to conduct outreach and develop partnerships with local schools with fine arts programs.

9. Related Courses at Other Institutions

Comparable Courses at NJ Community Colleges

Institution	Passaic County CC
Course Title	Instrumental Instruction
Course Number	MU 146

Number of Credits   2

Comments

Institution   Raritan Valley CC

Course Title   Applied Music: Primary Instrument I

Course Number   MUSC 131

Number of Credits   1, 0

Comments

Institution   County College of Morris

Course Title   Applied Music Primary I

Course Number   MUS 135

Number of Credits   1

Comments

Institution   Middlesex County College

Course Title   Applied Music Studio I

Course Number   MUS 133

Number of Credits   2

Comments

Transferability of Course

Georgian Court
University

Course Code, Title, and Credits	Transfer Catagory	If non-transferable; select status
No code or title in NJ Transfer listing; 2 cr.	Elective Credit	

Kean University

Course Code, Title, and Credits	Transfer Catagory	If non-transferable; select status
MUS3653; No title in NJ Transfer listing; 1-2 cr.	Music Major Elective	

Monmouth
University

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

Rowan University

Course Code, Title, and Credits	Transfer Catagory	If non-transferable; select status
MUS04071; No title in NJ Transfer listing; 2 cr.	Music Major- Elective	

Rutgers - New
Brunswick, Mason
Gross School of the
Arts

Course Code, Title, and Credits	Transfer Catagory	If non-transferable; select status
No code or title in NJ Transfer listing; 2 cr.	Elective Credit	

Stockton University

Course Code, Title, and Credits	Transfer Catagory	If non-transferable; select status
No code or title in NJ Transfer listing; 2 cr.	Gen Ed-ARTS (Performing Arts) 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	Engage in the process of producing an appropriate tone.
CLO2	Develop a personal strategy for effective practice of their instrument.
CLO3	Address technical challenges related to their instrument.
CLO4	Explore literature written for their instrument.
CLO5	Build interpretive and performance skills.

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	General Instrument Orientation a.Tone Production b.Pitch Regulation	1. Reading 2. Discussion 3. Demonstration 4. Practice 5. Performance	Recommended but not limited to: Quiz and Test Performances	CLO1, CLO2
TO2	Technical development a.refinement of tone b.melodic/harmonic elements c. physical approach d. physical dexterity e. articulation	1. Reading 2. Discussion 3. Demonstration 4. Practice 5. Performance	Quiz and Test Performances	CLO1, CLO2, CLO3
TO3	Music Reading Skills a. pitch b. rhythm c. expressive markings	1. Reading 2. Discussion 3. Demonstration 4. Practice 5. Performance	Quiz and Test Performances	CLO2, CLO4

	Major Themes/ Skills	Assignments (Recommended but not limited to)	Assessments (Recommended but not limited to)	Course Learning Outcome(s)
	d. form e. sight reading			
TO4	Effective practice skills	1. Reading 2. Discussion 3. Demonstration 4. Practice 5. Performance 6. Journal	Quiz and Test Performances	CLO2
TO5	Interpretive skills a. stylistic b. artistic	1. Reading 2. Discussion 3. Demonstration 4. Practice 5. Performance	Quiz and Test Performances	CLO1, CLO2, CLO3, CLO4, CLO5
TO6	Performance skills a. poise b. memorization	1. Reading 2. Discussion 3. Demonstration 4. Practice 5. Performance	Quiz and Test Performances	CLO2, CLO4, CLO5
TO7	Repertoire a. notated b. improvised	1. Reading 2. Discussion 3. Demonstration 4. Practice 5. Performance	Quiz and Test Performances	CLO4, CLO5

12. Methods of Instruction

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

o Individual instruction for 30 minutes per week

o Lecture, demonstration, and performance

o Note taking and discussion

o Work with rudiments, technical studies, and repertoire

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

_____

Information Literacy

_____

Society and Human Behavior

_____

Humanistic Perspective   Yes

Related Course   CLO: All
Learning Outcome

Related Outline   TO: All
Component

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

  Performance, Quizzes, and Tests

_____

Historical Perspective

_____

Global and Cultural Awareness

_____

Ethical Reasoning and Action

_____

Independent/Critical Thinking

14. Needs

Instructional
Materials (text
etc.):
   Appropriate text will be selected

Technology Needs:
   none

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

Facility Needs:
   Acoustically controlled teaching space, piano, drum set, organ, microphones, amplifier, large
   percussion instruments

Library needs:

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.

16. Board Approval

History of Board
approval dates
   Board of Trustees Approval Date: November 8, 2010
   Board of Trustees Approval Date: March 26, 2012
   PLT Approval of Form: May 22, 2012
   Board of Trustees Approval Date: December 07, 2017

Reviewer
Comments

Key: 1774

Preview Bridge

EXHIBIT B-12

EXHIBIT B - 1 2

Course Change Request

Date Submitted: 11/17/22 2:21 pm

Viewing: **STSC 171 : Student Success Seminar for Education and Behavioral Science Students** ~~the Helping Professions~~

Last approved: 10/28/21 4:01 am

Last edit: 11/17/22 2:21 pm

Changes proposed by: Katherine Toy (ktoy)

Catalog Pages
referencing this
course
  Student Success (STSC)

Programs
referencing this
course
  AA.LA.EDUC: Education, Associate in Arts
  AA.LA.PSYC: Psychology, Associate in Arts
  AS.SW: Social Work, Associate in Science
  AS.SW.MEDI: Social Work, Associate in Science - Option in Medical and
  Behavioral Health

Learning Outcomes
Display (show only)

In Workflow

1. **BS Academic Administrator**
2. **BS Dean**
3. **Director of Curriculum**
4. **Curriculum Committee Chair**
5. **Senate Chair**
6. **Vice President of Academic Affairs**
7. **President's Leadership Team Chair**
8. **President**
9. Board of Trustees Chair
10. BS Academic Administrator
11. Colleague

Approval Path

1. 11/18/22 9:42 am
   Katherine Toy
   (ktoy): Approved for
   BS Academic
   Administrator
2. 11/21/22 10:46 am
   Rosann Bar (rbar):
   Approved for BS
   Dean
3. 12/05/22 10:46 am
   Susan O'Connor
   (soconnor):
   Approved for

EXHIBIT D - 1 2

Director of
Curriculum
4. 12/08/22 4:01 pm
   Heather Sciarappa
   (hsciarappa):
   Approved for
   Curriculum
   Committee Chair
5. 12/15/22 4:33 pm
   Robert Marchie
   (rmarchie):
   Approved for
   Senate Chair
6. 12/15/22 4:39 pm
   Joseph Konopka
   (jkonopka):
   Approved for Vice
   President of
   Academic Affairs
7. 12/20/22 3:52 pm
   Connie Bello
   (cbello): Approved
   for President's
   Leadership Team
   Chair

History

1. Oct 21, 2021 by
   Rosann Bar (rbar)
2. Oct 28, 2021 by
   Susan O'Connor
   (soconnor)

1. Course Information

Subject   STSC - Student Success

Course Number   171

School   Business and Social Sciences

Course Title	Student Success Seminar for <u>Education and Behavioral Science</u> <u>Students</u> ~~the Helping Professions~~

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 students develop the critical thinking, emotional, academic, and intellectual skills necessary to work toward graduating with an Associate's degree in one of the helping profession degree programs including psychology, social work, and addictions counseling. In addition to learning to develop a self-motivated academic passion, students can expect to develop their understanding of academic expectations and college life. Students will use course components such as Information Literacy, Service Learning, and Career Exploration specifically applied to the helping professions.

4. Requisites

Prerequisites
 none

Corequisites
 none

5. Course Type

Course Fee Code	1
Course Type for Perkins Reporting	non-vocational (not approved for Perkins funding)

EXHIBIT D - 1 2

6. Justification

Describe the need

for this course

This course is designed to introduce students to the academic skills and strategies of a
successful college student with a specific focus on skill development, self-awareness and career
exploration in the area of the helping professions. Students who have developed strong critical
thinking and academic skills within their specific degree path, 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	This course is consistent with the student success strategies in the OCC Academic Master Plan. It will help students become intentional learners who are empowered, informed, and responsible. It will encourage them to become engaged learners who understand and meet the expectations of college life. Specifically it will achieve the following AMP goals:
2	Improving Academic Student Success by: a. Creating an innovative delivery system b. Assessing instructional technology

	Add item	
	c. Understanding learners d. Providing faculty development	
3	Delivering Innovative Curricula Programs and Assessing Current Programs by mirroring the Guided Pathways model for students	
4	Enhancing Academic Support Systems by maximizing the support functionality in the Center for Student Success	

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 discover, develop, and articulate ideas and viewpoints from a helping professions perspective. ~~perspective.~~
CLO2	Explain decisions pertaining to responsible behavior and ethical situations in the helping professions. ~~professions.~~
CLO3	Explain ~~Explain~~ the importance of understanding financial situations in everyday life, in the helping professions, and in planning for the future.
CLO4	Participate in a helping professions design project using information literacy and critical thinking. ~~thinking.~~
CLO5	Describe how academic skills, such as time management, note-taking, and test preparation techniques can apply to learning experiences in the helping profession. ~~profession.~~
CLO6	Participate in a service-learning activity in the context of the helping professions. ~~professions.~~
CLO7	Explain the use of the college's technological services and LMS for advising, registering, and taking courses.
CLO8	Describe the importance of keeping physically, mentally, socially, and emotionally healthy and describe the techniques to manage career-related stress.

11. Topical Outline

(include as many themes/skills as needed)

EXHIBIT B - 1 2

	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. Exams 2. Quiz 3. Graded Assignment 4. Project	CLO1, CLO2, CLO5
TO2	Information Literacy a. Career Exploration b. Academic Advising c. Financial Literacy	1. Reading 2. Class Discussion 3. Journals 4. Performance Based Assignment	1. Exams 2. Quiz 3. Graded Assignment 4. Project	CLO1, CLO2, CLO3, CLO4, CLO5, 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. Exams 2. Quiz 3. Graded Assignment 4. Project	CLO1, CLO2, CLO8
TO4	Service Learning a. Action Plan b. Service Evaluation	1. Reading 2. Class Discussion 3. Journals 4. Performance Based Assignment	1. Exams 2. Quiz 3. Graded Assignment 4. Project	CLO1, CLO4, CLO6

12. Methods of Instruction

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

o Small group discussions

o Group activities

o Specialized workshops and presentations: career project, financial literacy, academic advising, and leadership

o Service Learning Project

o Collaborative Learning

o Use of student writing assignments that include a series of discovery statements, personal journals, essay examinations, and a final research project.

o Lectures

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

Information

Communication-Written and Oral   Yes

Related Course   CLO 1-8
Learning Outcome

Related Outline   TO 1-4
Component

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

1. Exams
2. Quizzes
3. Graded Assignments
4. Projects

_____

Quantitative Knowledge and Skills

_____

Scientific Knowledge and Reasoning

_____

Technological Competency

_____

Information Literacy

_____

Society and Human Behavior   Yes

Related Course   CLO 1-8
Learning Outcome

Related Outline   TO 1-4
Component

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

1. Exams
2. Quizzes
3. Graded Assignments
4. Projects

_____

Humanistic Perspective

_____

Historical Perspective

_____

Global and Cultural Awareness

_____

Ethical Reasoning and Action

_____

Independent/Critical Thinking   Yes

Related Course   CLO 1, CLO 2, CL03, CLO 4, CLO 5,
Learning Outcome   CLO 6

Related Outline   TO 1-4
Component

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

1. Exams
2. Quizzes
3. Graded Assignments
4. Projects

14. Needs

Instructional
Materials (text
etc.):

Textbook and/or open educational resources will be chosen by the department .

Technology Needs:

OCC Learning Management System, computers.

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

Current Instructors

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.

16. Board Approval

EXHIBIT B - 1 2

History of Board
approval dates
New course board approved: July 22, 2021

Reviewer
Comments