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: March 9, 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, March 16, 2023**:

1. Recommend approval of the following items as accepted by the College Senate at its meetings on February 2, and March 2, 2023:

   a. Revised policy:

      1) Policy #5128, Students, Admission, Acceptance and Evaluation of Credits **(Exhibit B-1)**

   b. Program Revisions

      1) Update Student Success Seminar Course Requirements in OCC Degree Programs **(Exhibit B-2)**

   c. New Program Options

      1) Associate in Applied Science Degree in Computer Science/Information Technology, Cybersecurity Option **(Exhibit B-3)**
      2) Associate in Science Degree in Business Administration, Accounting Option **(Exhibit B-4)**

   d. New Courses

      1) CSIT 145, Computing Fundamentals **(Exhibit B-5)**
      2) CSIT 146, Introduction to Cybersecurity **(Exhibit B-6)**
      3) CSIT 242, Penetration Testing Fundamentals **(Exhibit B-7)**
      4) CSIT 243, Cisco Networking Fundamentals **(Exhibit B-8)**
      5) CSIT 244, Digital Forensics Fundamentals **(Exhibit B-9)**
      6) HIST 269, History of the Holocaust **(Exhibit B-10)**
      7) PSYC 272, Positive Psychology **(Exhibit B-11)**

e. Revised Courses

1) SOCI 181, Introduction to Sociology **(Exhibit B-12)**
2) SOCI 231, Social Problems **(Exhibit B-13)**
3) SOCI 238, Race and Ethnicity **(Exhibit B-14)**

f. Inactivate Programs

1) Associate in Arts Degree in Global Studies **(Exhibit B-15)**
2) Associate in Science Degree in Occupational Therapy Assistant **(Exhibit B-16)**
3) Associate in Science Degree in Public Service **(Exhibit B-17)**

g. Inactivate Certificate

4) Certificate of Proficiency in Fire Science **(Exhibit B-18)**

h. Course Fee Revisions **(Exhibit B-19)**

EXHIBIT B-1

STUDENTS
ADMISSION
Acceptance and
Evaluation of Credits #5128

POLICY

Acceptance and evaluation of credits are subject to the provisions listed below:

1. Only courses listed on an official transcript from a college or university accredited by an institutional ~~r~~accreditator recognized by the United States Department of Education (USDE) ~~egionally accredited member institutionsof the American Council on Education~~ are accepted for advanced standing subject to the following conditions:

   a. Credit will be granted for courses completed with grades of "C" or better or the equivalent numerical classification. Grades of "D" may be accepted for transfer to Ocean County College only if the student was in good academic standing (i.e., a 2.00 CUM GPA or equivalent) upon leaving the sending institution. Grades of "D" earned in the first part of a sequential course may be accepted if followed by a grade of "C" or better in the second half of the sequence.

   b. Course content must be equivalent to a corresponding course offered at Ocean County College when it is accepted for credit in lieu of a course specified as a general degree or a curriculum requirement (e.g., ENGL 151 for all degrees). A maximum of one-half of the number of semester hours required for the Associate degree may be granted for elective courses at the discretion of the Registrar.

   c. The maximum credits allowable is one-half of the total number of semester hours required for the Associate degree for the curriculum chosen.

2. Credits granted for work done while in the Armed Services:

   a. Students who have served in the U.S. Armed Forces will be granted college credits under the conditions specified by the American Council on Education. All evaluations of credits shall be made on the basis of recommendations issued in its "Guide to the Evaluation of Educational Experiences in the Armed Services." "Request for Military Evaluation" forms will be processed only for matriculated students. For example; Veterans, active duty personnel, reservists, and National Guard members who have completed Basic Military/Recruit Training may apply to receive 3 credits for HEHP 893 in accordance with the American Council on Education guidelines. A copy of DD Form 214, Notice of Basic Eligibility, Commander's Certificate of Eligibility, or any other document that provides proof of completion of recruit training and a request for HEHP credit must be submitted to the Financial Aid Office.

   b. No credit shall be given for U.S. Armed Forces Institute courses in which the student fails to achieve a score equivalent to "C" or better.

c. Credit may be granted for courses taken under the U.S. Armed Forces Institute only when they are completed, with final examination, before the student matriculates at Ocean County College.

d. The Registrar shall not grant more than one-half of the total number of semester hours required for the Associate degree for U.S. Armed Forces Institute courses, service training courses, and Comprehensive Examination or G.E.D. Test - College Level.

e. Advance credit for Military (USAF 1) Comprehensive College Tests will be evaluated and accepted according to the following criteria:

   I. Advanced credit for USAF 1 and/or CLEP tests will be evaluated and accepted on the basis of departmental criteria and approval by the Vice President of Academic Affairs.

   II. Maximum of one-half of the total number of semester hours required for the Associate degree will be granted.

Advanced Placement (AP) examinations approved for credit by Ocean County College will be evaluated and credit awarded in accordance with Policy 5140.

ADOPTED: August 26, 1968
Revised: April 26, 1971
Revised: June 26, 1972
Revised: May 21, 1973
Revised: February 25, 1974
Revised: August 27, 1979
Revised: June 27, 1988
Revised: December 7, 1992
Revised: December 6, 1993
Revised: April 22, 1996
Revised: March 24, 1997
Revised: February 28, 2000
Revised: November 20, 2000
Revised: March 24, 2003
Revised: December 1, 2008
Revised: March 28, 2011
Revised: May 29, 2012
Revised: June 1, 2017
Revised: February 24, 2022

EXHIBIT B-2

STSC PROGRAM REVISIONS

Code	Program Title	STSC 150	STSC 151	STSC 160	STSC 170	STSC 171	Requested Change to All:
AA.DMM.BP	Digital Mass Media with Broadcast/Production Option, Associate in Arts	x					Remove specific existing STSC course requirements listed here (column C-G) from all programs listed here (Row 2-45).
AA.DMM.JOUR	Digital Mass Media with Journalism Option, Associate in Arts	x					
AA.FA	Fine Arts, Associate in Arts	x					
AA.GLOBL	Global Studies, Associate in Arts	x					
AA.LA	Liberal Arts, Associate in Arts	x					
AA.LA.EDUC	Education, Associate in Arts	x				x	Replace with the following statement: "Any STSC-Student Success Seminar course" with footnote 1. A variety of STSC - Student Success Seminar courses are available. Please speak to your academic advisor for assistance when selecting.
AA.LA.ENGL	English, Associate in Arts	x					
AA.LA.HIST	History, Associate in Arts	x					
AA.LA.PHOT	Photography	x					
AA.LA.PSYC	Psychology, Associate in Arts	x				x	
AA.PA.ADMN	Performing Arts with Arts Administration Option, Associate in Arts	x					
AA.PA.DANC	Performing Arts with Dance Option, Associate in Arts	x					
AA.PA.MUSC	Performing Arts with Music Option, Associate in Arts	x					
AA.PA.THTR	Performing Arts with Theatre Option, Associate in Arts	x					
AAS.HS	Health Science	x					
AAS.WBMKT	Web marketing, Associate in Applied Science	x					
AS.BA	Business Administration, Associate in Science	x					
AS.BA.ACCT	Business Administration - Option in Accounting, Associate in Science	x			x		
AS.BA.DA	Business Administration - Option in Data Analytics, Associate in Science	x			x		

STSC PROGRAM REVISIONS

AS.BA.HA	Business Administration with Health Administration Option, Associate in Science	x					
AS.BA.HR	Business Administration, Associate in Science	x					
AS.BA.SCM	Business Administration with Supply Chain Management Option, Associate in Science	x					
AS.BA.SM	Business Administration with Sports Management Option, Associate in Science	x					
AS.CHEM	Chemistry, Associate in Science	x					
AS.CJ	Criminal Justice, Associate in Science	x					
AS.CS	Computer Science, Associate in Science	x					
AS.CS.CIS	Computer Science with Cyber-Information Security Option, Associate in Science	x					
AS.CS.GDD	Computer Science with Game Development & Design Option, Associate in Science	x					
AS.CS.IT	Computer Science with Information Technology Option, Associate in Science	x					
AS.ENGR	Engineering, Associate in Science			x			
AS.ES	Environmental Studies, Associate in Science	x					
AS.GADM	Graphic Arts, Design, & Media, Associate in Science	x					
AS.GE.BUS	General Studies, Associate in Science - Business Concentration	x					
AS.GE.CS	General Studies, Associate in Science - Computer Studies Concentration	x					
AS.GE.HPE	General Studies, Associate in Science - Health and Physical Education Concentration	x					
AS.GE.HUM	General Studies, Associate in Science - Humanities Concentration	x					
AS.GE.MATH	General Studies, Associate in Science - Mathematics Concentration	x					
AS.GE.SCI	General Studies, Associate in Science - Science Concentration	x					

STSC PROGRAM REVISIONS							
AS.GE.SS	General Studies, Associate in Science - Social Science Concentration	x					
AS.HRTM	Hospitality, Recreation, and Tourism Management, Associate in Science	x					
AS.HRTM.CA	Hospitality, Recreation, and Tourism Management, Associate in Science - Option in Culinary Arts	x					
AS.PBS	Public Service, Associate in Science	x					
AS.SW	Social Work, Associate in Science	x				x	
AS.SW.MEDI	Social Work, Associate in Science - Option in Medical and Behavioral Health					x	

EXHIBIT B-3

OCEAN
COUNTY COLLEGE

BOARD OF TRUSTEES

RESOLUTION

WHEREAS, Ocean County College desires to offer a new **Cybersecurity Option** in its **Associate in Applied Science degree in Computer Science/Informational Technology**; and

WHEREAS, the Cybersecurity option is designed to provide students to apply their work experience to earning an associate degree by earning credit for work experience, military experience, trade/proprietary school preparation, apprenticeship programs, certifications, and on-the-job training; and

WHEREAS, a graduate of this program will be able to explain the current topics and techniques of cybersecurity; apply concepts, principles, and technologies of information security; and demonstrate foundational computer science and cybersecurity knowledge, and an understanding of cryptography, authentication, and intrusion detection technology; and

WHEREAS, this program prepares students for career advancement in cybersecurity;

NOW, THEREFORE, BE IT RESOLVED that the Ocean County College Board of Trustees, at its meeting on March 16, 2023, approves the Cybersecurity Option of the Associate in Applied Science Computer Science/Information Technology degree.

March 16, 2023

_____

Stephan R. Leone
Secretary

Program Change Request

Date Submitted: 12/09/22 10:49 am

Viewing: AAS.CS.CY : Computer Science/Informational Technology - Option in Cybersecurity, Associate in Applied Science

Last approved: 12/08/22 11:34 pm

Last edit: 01/26/23 4:00 pm

Changes proposed by: Susan O'Connor (soconnor)

Program Type	Option
Program Title	Computer Science/Informational Technology - Option in Cybersecurity, Associate in Applied Science
Option Title	Option in Cybersecurity
Academic School	Science, Technology, Engineering, Mathematics
Base Program	Computer Science/Information Technology, Associate in Applied Science
Effective Catalog Year	2023-2024
Program Code	AAS.CS.CY
CIP Code	110101 - Computer and Information Sciences, General.

Program Description

In Workflow

1. **STEM Academic Administrator**
2. **STEM 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. 01/19/23 4:29 pm Susan O'Connor (soconnor): Approved for STEM Academic Administrator
2. 01/19/23 4:29 pm Susan O'Connor (soconnor): Approved for STEM Dean
3. 01/19/23 4:29 pm Susan O'Connor (soconnor):

Approved for Director of Curriculum
4. 01/26/23 4:30 pm Heather Sciarappa (hsciarappa): Approved for Curriculum Committee Chair
5. 02/02/23 4:13 pm Robert Marchie (rmarchie): Approved for Senate Chair
6. 02/02/23 4:44 pm Joseph Konopka (jkonopka): Approved for Vice President of Academic Affairs

History

1. Dec 8, 2022 by Susan O'Connor (soconnor)

EXHIBIT B - 3

The Cybersecurity option in the Computer Science/Informational Technology, Associate in Applied Science is designed to provide students the opportunity to apply their work experience to earning an associate degree in applied science. Students can earn credit for their work experience while they prepare for career advancement. Up to 17 credits may be awarded for work experience, including military experience, trade/proprietary school preparation, apprenticeship programs, certifications, and on-the-job-training.

~~This career program prepares students for entry-level positions in a multitude of computer-related jobs.Both computer scientists and information technologists need a balance of software and hardware applications with specific courses emphasizing effective problem solving.The software development process, (composing and coordinating component of a program) requires that students construct algorithms for problem solving with appropriate documentation.This curriculum has been designed to prepare the student to meet the future needs of integration, design, deployment, and management of computing, resources and services.A graduate of the program will have a firm understanding of modern programming practices and related skills in computer information technology.The department recommends the following minimal criteria for prospective students in the Computer Science/Information Technology program:1.High school diploma or equivalent 2.Cumulative high school grade point average of C or above 3.Ranked in top half of high school graduating class 4.No developmental studies requirement The AAS in Computer Science offers the following concentrations:Information Technology Cloud Computing Data Management Networking Programming~~

Program Learning Outcomes

	Students who successfully complete this program will be able to:
PLO1	Explain the current topics and techniques of cybersecurity. ~~Describe the main functions of an operating system.~~
PLO2	Apply ~~Identify~~ the concepts, principles, ~~basic concepts of the computer system~~ and technologies of information security. ~~computer architecture.~~
PLO3	Demonstrate foundational computer science and cybersecurity knowledge. ~~Identify the major computer data, instruction and addressing formats.~~
PLO4	Demonstrate an understanding of cryptography, authentication, and intrusion detection technologies. ~~Recognize the problems involved in program portability and be able to identify the solutions to these problems.~~
~~PLO5~~	~~Describe the software life cycle.~~
PLO5 ~~PLO6~~	x ~~Identify the requirements and rationale for allocating static, dynamic and virtual memory.~~
PLO6 ~~PLO7~~	x ~~Discuss the rationale and implement both member and friend examples of operator overloading.~~

	Students who successfully complete this program will be able to:
PLO7 ~~PLO8~~	x ~~Explain the benefits of derived classes (including private, protected and public data members and methods) and implement examples of derived classes.~~
PLO8 ~~PLO9~~	x ~~Analyze (big O) sequential, binary and hashing algorithms.~~
PLO9 ~~PLO10~~	x ~~Analyze (big O) common selection, exchange and insertion sorting algorithms.~~
PLO10 ~~PLO11~~	x ~~Discuss the benefits, resource requirements and implementation of logical sorting algorithms.~~
PLO11 ~~PLO12~~	x ~~Explain the concepts, data structure and benefits involved in logically representing common data structures algorithms, such as ordered lists, stacks, queues and trees.~~
PLO12 ~~PLO13~~	x ~~Demonstrate independent thinker through mathematical, scientific and philosophical reasoning.~~
PLO13 ~~PLO14~~	x ~~Communicate effectively through reading, listening, speaking, and writing.~~
PLO14 ~~PLO15~~	x ~~Solve problems by collecting, organizing and evaluating information.~~

Learning Outcomes Display (show only)

Course Code	PLO 1	PLO 2	PLO 3	PLO 4	PLO 5	PLO 6	PLO 7	PLO 8	PLO 9	PLO 10	PLO 11	PLO 12	PLO 13	PLO 14	PLO 15

Required Qualifications

Program Requirements

Plan of Study Grid

First Semester		Credit Hours
ENGL 151	English I	3
MATH 156	Introduction to Statistics	3
CSIT 165	Programming I	4
~~Humanities Gen. Ed. Requirement~~		~~3~~
~~Social Science Gen. Ed. Requirement~~		~~3~~
CSIT 144	Introduction to Operating System Using Unix	3
Humanities or Social Science Gen. Ed. Requirement		3

~~MATH 151 A Survey of Mathematics~~
~~MATH 171 Finite Mathematics~~
~~MATH 181 Introduction to Probability~~
~~or Higher than MATH 181~~

	Credit Hours	16

Second Semester

ENGL 152	English II	3
CSIT 166	Programming II	4
~~CSIT 176~~	~~Computer Organization & Architecture~~	~~3~~
~~Computer Science/Information Technology Program Electives~~		~~6~~
CSIT 185	Networking I	3
CSIT 145 - Computing Fundamentals		3
CSIT 242 - Penetration Testing Fundamentals		3
	Credit Hours	16

Third Semester

~~Computer Science/Information Technology Program Electives~~		~~6~~
~~Lab Science Gen. Ed. Requirement~~		~~4~~
~~COMM 154~~	~~Fundamentals of Public Speaking~~	~~3~~
~~Humanities or Social Science Gen. Ed. Requirement~~		~~3~~
CSIT 186	Networking II	3
CSIT 200	Information Security Fundamentals	3
Any Gen. Ed. Requirement		8
	Credit Hours	14

Fourth Semester

~~CSIT 213~~	~~Database Management~~	~~3~~
~~Computer Science/Information Technology Program Electives~~		~~6~~
CSIT 168	Introduction to Python Programming	2
CSIT 240	Ethical Hacking: Hacker Techniques and Tools	3
CSIT 243 - Cisco Networking Fundamentals (CCNA)		3
CSIT 244 - Digital Forensics Fundamentals		3
Elective(s) to make 60 credits		3
	Credit Hours	14
	Total Credit Hours	60

~~Computer Science/Information Technology~~ ~~Computer Science/Information Technology Electives~~
~~Course List Code Title Credit Hours Students can choose any CSIT course (CSIT 115 or higher). Students are not required to select a specific area of interest/concentration.~~
~~Business Studies Elective~~
~~ACCT 161 Principles of Accounting I 3~~
~~BUSN 131Introduction to Business Administration3~~
~~BUSN 134Principles of Marketing 3~~

EXHIBIT B - 3

How does this option differ from it's base program?

Outside of the General education changes, there are 6 new courses here totaling 18 credits. They replace computer science electives and free elective. This is within the boundaries of a formal option.

Degree Requirements Breakdown

GCOM

Course Code & Title	Credits
ENGL 151	3
ENGL 152	3

GHUM

Course Code & Title	Credits
~~HUMN GEN ED REQ~~	~~3~~
X	X

GSOC

Course Code & Title	Credits
~~SOCIAL SCIENCE GEN ED REQ~~	~~3~~
X	X

GSOC/ GHUM

Course Code & Title	Credits
SOCIAL SCIENCE OR HUMN GEN ED REQ	3

GMAT/ GSCI/ GTEC

Course Code & Title	Credits
MATH ~~LAB SCIENCE~~ GEN ED REQ	3 ~~4~~

General Education

Course Code & Title	Credits
ANY GEN ED REQ ~~COMM 154~~	8 ~~3~~

Concentration Courses

Course Code & Title	Credits
CSIT 166	4
CSIT 176	3
COMP ~~COMP/IT~~ PROGRAM ELECTIVE	5 ~~18~~
CSIT 213	3

Course Code & Title	Credits
CSIT 165	4
CSIT 144 ~~BUSN ELECTIVE~~	3
CSIT 185 ~~MATH 151, 171, OR 181 OF HIGHER~~	3
CSIT 240	3
CSIT 241	3
CSIT 186	3
CSIT 200	3

Elective Courses

Course Code & Title	Credits
ELECTIVE ~~N/A (this is AAS)~~	3 ~~N/A~~

Board Approval

History of Board approval dates

NEW DECEMBER 2022 CREATED AS OPTION - Susan entered the base program and then edited the option into it. This is not actually a revision but a new option.

Reviewer Comments

Key: 104

EXHIBIT B-4

OCEAN
COUNTY COLLEGE

BOARD OF TRUSTEES

RESOLUTION

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

WHEREAS, the Data Analytics option is designed to prepare students for entry-level positions in the accounting profession; and

WHEREAS, a graduate of this program will be able to analyze and journalize transactions, prepare financial statements of companies, and learn the managerial aspects involved in accounting, as well as understand the basic roles of sole proprietorships, corporations, and partnerships; and

WHEREAS, this program prepares students to transfer to a baccalaureate program in accounting;

NOW, THEREFORE, BE IT RESOLVED that the Ocean County College Board of Trustees, at its meeting on March 16, 2023, approves the Accounting Option of the Associate in Science Business Administration degree.

March 16, 2023

_____

Stephen R. Leone
Secretary

Program Change Request

Date Submitted: 01/24/23 3:37 pm

Viewing: AS.BA.ACCT : Business Administration - Option in Accounting, Associate in Science

Last approved: 01/24/23 12:51 pm

Last edit: 01/26/23 3:47 pm

Changes proposed by: Susan O'Connor (soconnor)

Program Type	Option
Program Title	Business Administration - Option in Accounting, Associate in Science
Option Title	Option in Accounting
Academic School	Business and Social Sciences
Base Program	Business Administration, Associate in Science
Effective Catalog Year	2023-2024
Program Code	AS.BA.ACCT
CIP Code	52.0201 - 52.0201

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. 01/24/23 3:38 pm Susan O'Connor (soconnor): Approved for BS Academic Administrator
2. 01/24/23 3:38 pm Susan O'Connor (soconnor): Approved for BS Dean
3. 01/24/23 3:39 pm Susan O'Connor (soconnor):

EXHIBIT B - 4

Approved for Director of Curriculum
4. 01/26/23 4:30 pm Heather Sciarappa (hsciarappa): Approved for Curriculum Committee Chair
5. 02/02/23 4:13 pm Robert Marchie (rmarchie): Approved for Senate Chair
6. 02/02/23 4:45 pm Joseph Konopka (jkonopka): Approved for Vice President of Academic Affairs

History

1. Jan 24, 2023 by Susan O'Connor (soconnor)

The Associate ~~AS~~ in Science (A.S.) Degree in Accounting ~~Business Administration~~ is ~~designed for those students desiring to transfer to~~ a business curriculum with an emphasis in accounting studies. ~~baccalaureate program in business.~~ This program is designed to transfer to four-year institutions and to prepare students for entry-level positions in the accounting profession. Students will be able to analyze and journalize transactions, prepare financial statements, and learn the managerial aspects involved in accounting. They will also understand the basic roles of sole proprietorships, corporations, and partnerships.
~~This degree is a broad program of study that provides students with specific skills as well as a general overview of businesstopics.~~

Program Learning Outcomes

	Students who successfully complete this program will be able to:
PLO1	Prepare and analyze financial statements of companies. ~~Analyze the concepts, principles, and operations of the private enterprise system.~~
PLO2	Prepare financial transactions and consider their impact on businesses. ~~Compare and contrast types of businesses and forms of business ownership.~~
PLO3	Solve mathematical ratios to analyze company performance. ~~Evaluate the impact of global markets and international competition.~~
PLO4	Recognize and explain ethical issues related to businesses. ~~Discuss the role of management in developing an organizational structure.~~
PLO5	Define the needs of users of accounting data and demonstrate the ability to communicate such data effectively. ~~Describe the relationship between production and consumption.~~
PLO6	Recognize situations where fraud risk exists and define preventative internal control measures to protect companies ~~Examine the marketing function and describe the concepts and processes involved in designing product strategy, promotional strategy, distribution strategy, and pricing strategy.~~
PLO7	Apply cost accounting methods to evaluate and project business performance. ~~Develop awareness of how government decisions can influence the business environment.~~
~~PLO8~~	~~Develop an awareness of factors which would enhance leadership activities.~~
~~PLO9~~	~~Creatively explore concepts and question established ideas.~~

Learning Outcomes Display (show only)

Course Code	PLO 1	PLO 2	PLO 3	PLO 4	PLO 5	PLO 6	PLO 7	PLO 8	PLO 9
				FirstSemester					
ENGL 151									
MATH 156									
ACCT 161									

Course Code	PLO 1	PLO 2	PLO 3	PLO 4	PLO 5	PLO 6	PLO 7	PLO 8	PLO 9
STSC 150									
SecondSemester									
ENGL 152									
ACCT 162									
ECON 151									
CSIT 123									
ThirdSemester									
BUSN 210									
BUSN 271									
ECON 152									
FourthSemester									
BUSN 134									
BUSN 251									

Required Qualifications

Plan of Study Grid

First Semester		Credit Hours
ENGL 151	English I	3
~~MATH 161 or Higher~~ [1]		~~3~~
~~ECON 151~~	~~Macroeconomic Principles~~	~~3~~

~~Humanities Gen. Ed. Requirement~~		~~3~~
MATH 156	Introduction to Statistics	3
or MATH 191 OR HIGHER	or Course MATH 191 OR HIGHER Not Found	
ACCT 161	Principles of Accounting I	3
Lab Science Gen. Ed. Requirement		4
STSC 150	Student Success Seminar	2
or STSC 170	or Student Success Seminar for Business Majors	
	Credit Hours	15
Second Semester		
ENGL 152	English II	3
~~MATH 191 or Higher~~[1]		~~3~~
~~BUSN 134~~	~~Principles of Marketing~~	~~3~~
ACCT 162	Principles of Accounting II	3
ECON 151	Macroeconomic Principles	3
CSIT 123	Integrated Office Software	3
~~ECON 152~~	~~Microeconomics Principles~~	~~3~~
Any Gen. Ed. Requirement		3
	Credit Hours	15
Third Semester		
~~ACCT 161~~	~~Principles of Accounting I~~	~~3~~
~~BUSN 251~~	~~Business Law I~~	~~3~~
~~Humanities or Social Science Gen. Ed. Requirement~~		~~3~~
~~Lab Science Gen. Ed. Requirement~~		~~4~~
~~Elective~~[2]		~~3~~
BUSN 210	Business Communications	3
BUSN 271	Principles of Management	3
ECON 152	Microeconomics Principles	3
Accounting Program Elective(s) [1]		3
Any Gen. Ed. Requirement		2
	Credit Hours	14
Fourth Semester		
~~ACCT 162~~	~~Principles of Accounting II~~	~~3~~
~~BUSN 271~~	~~Principles of Management~~	~~3~~
~~COMM 154~~	~~Fundamentals of Public Speaking~~	~~3~~
BUSN 134	Principles of Marketing	3
BUSN 251	Business Law I	3
Accounting Program Elective(s) [1]		3
Humanities Gen. Ed. Requirement		3
Elective to meet 60 credits		3
	Credit Hours	15
	Total Credit Hours	59

1

Accounting Program Electives: include any ACCT (except ACCT 121) and/or any INTR course in the area of Accounting (with a 3 credit maximum in INTR).

[2]~~BUSN 131 is a recommended elective.~~

How does this option differ from it's base program?

18 credits have been changed in total. Of primary importance, 9 credits have been altered in the concentration area to focus more on accounting studies versus general business studies. In addition, 9 credits have been altered to general education courses in order to align with transfer needs for accounting programs at four-year institutions.

Degree Requirements Breakdown

GCOM

Course Code & Title	Credits
ENGL 151	3
ENGL 152	3

GHUM

Course Code & Title	Credits
HUMN	3

GSOC

Course Code & Title	Credits
ECON 151 ~~SOSC~~	3

GSOC/ GHUM

Course Code & Title	Credits
ECON 152 ~~HUMN/SOSC~~	3

GMAT/ GSCI/ GTEC

Course Code & Title	Credits
Math 156 ~~MATH 161~~ or Math 191 or higher ~~Higer~~	3
CSIT 123	3
LSCI Gen ed	4

General Education

Course Code & Title	Credits
Any Gen Ed Course ~~MATH 191 or Higher~~	3
Any Gen Ed Course ~~ECON 152~~	3

Concentration Courses

Course Code & Title	Credits
BUSN 134	3
ACCT 161	3
BUSN 251	3
ACCT 162	3
BUSN 271	3
BUSN 210 ~~ECON 151~~	3

Elective Courses

Course Code & Title	Credits
STSC 150 or STSC 170	3
Elective (to 60) ~~COMM 154~~	3
Accounting Program Elective ~~(to 60)~~	6

Board Approval

History of Board approval dates

The base AS.BA program was entered into CL by soconnor and saved on 1/24/22 in order to be edited into the final option (in order to show changes). This version is the edited version which shows the edits. - SOC

Reviewer Comments

Key: 105

EXHIBIT B-5

Course Change Request

New Course Proposal

Date Submitted: 11/15/22 7:23 am

Viewing: CSIT 145 : Computing Fundamentals

Last edit: 01/26/23 4:03 pm

Changes proposed by: Joseph Brickley (jbrickley)

Programs referencing this course

AAS.CS.CY: Computer Science/Informational Technology - Option in Cybersecurity, Associate in Applied Science

Learning Outcomes Display (show only)

In Workflow

1. **STEM Academic Administrator**
2. **STEM 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. STEM Academic Administrator
11. Colleague

Approval Path

1. 09/26/22 10:07 am Cynthia Fallon (cfallon): Approved for STEM Academic Administrator
2. 09/26/22 10:26 am Sylvia Riviello (sriviello): Rollback to Initiator
3. 09/26/22 11:03 am Cynthia Fallon (cfallon): Approved for STEM Academic Administrator

EXHIBIT B - 5

4. 09/26/22 12:04 pm Sylvia Riviello (sriviello): Approved for STEM Dean
5. 10/10/22 3:49 pm Susan O'Connor (soconnor): Rollback to Initiator
6. 10/18/22 9:51 am Cynthia Fallon (cfallon): Approved for STEM Academic Administrator
7. 10/18/22 10:17 am Susan O'Connor (soconnor): Rollback to Initiator
8. 11/09/22 9:53 am Cynthia Fallon (cfallon): Rollback to Initiator
9. 11/10/22 10:02 am Cynthia Fallon (cfallon): Approved for STEM Academic Administrator
10. 11/10/22 10:53 am Sylvia Riviello (sriviello): Rollback to Initiator
11. 12/05/22 12:10 pm Carolyn Showalter (cshowalter): Approved for STEM Academic Administrator
12. 12/08/22 12:38 pm Sylvia Riviello (sriviello): Approved for STEM Dean

13. 01/19/23 4:29 pm Susan O'Connor (soconnor): Approved for Director of Curriculum
14. 01/26/23 4:30 pm Heather Sciarappa (hsciarappa): Approved for Curriculum Committee Chair
15. 02/02/23 4:13 pm Robert Marchie (rmarchie): Approved for Senate Chair
16. 02/02/23 4:45 pm Joseph Konopka (jkonopka): Approved for Vice President of Academic Affairs

1. Course Information

Subject	CSIT - Computer Science/ Information Technology
Course Number	145
School	Science, Technology, Engineering, Mathematics
Course Title	Computing Fundamentals

2. Hours

Semester Hours	3
Lecture	3
Lab	0

EXHIBIT B - 5

Practicum 0

3. Catalog Description

For display in the online catalog

This course provides a deep understanding of hardware, operating systems, software troubleshooting, basic networking knowledge basic security concepts, mobile devices, virtualization Type 1-2, and cloud computing. Designed around the CompTIA A+ certification, this course will discuss all of the hardware components of computers, such as Central Processing Units (CPUs), Random Access Memory (RAM), Motherboards, Power Supplies, and Mass storage devices consisting of Solid-State Drives (SSDs) and Hard Drives.

4. Requisites

Prerequisites

Corequisites

5. Course Type

Course Fee Code

Course Type for Perkins Reporting vocational (approved for Perkins funding)

6. Justification

Describe the need for this course

Students in the cybersecurity field will benefit from understanding and knowing how to utilize current computing fundamentals to be successful in their academic and professional careers.

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

9. Related Courses at Other Institutions

Comparable Courses at NJ Community Colleges

Institution	Bergen CC
Course Title	Introduction to Information Technology
Course Number	INF-101
Number of Credits	3
Comments	

Institution	Salem CC
Course Title	Introduction to Computer Hardware and Operation
Course Number	CSC131
Number of Credits	3
Comments	

Institution	Mercer County CC
Course Title	Computer Concepts/Applications
Course Number	IST-101
Number of Credits	3
Comments	

Institution	Passaic County CC
Course Title	Information Technology Fundamentals and Applications
Course Number	CIS 107
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	Elective	

Kean University

Course Code, Title, and Credits	Transfer Catagory	If non-transferable; select status
CPS1031 Intro to Computers, 4	Required	

Monmouth University

Course Code, Title, and Credits	Transfer Catagory	If non-transferable; select status
CS001 100 Level Computer Science Elective, 3	Computer Science Elective	

Rowan University

Course Code, Title, and Credits	Transfer Catagory	If non-transferable; select status
CST 06111, Computer Hardware and Operations, 3	Computer Science Elective	

Rutgers - New Brunswick, Mason Gross School of the Arts

Course Code, Title, and Credits	Transfer Catagory	If non-transferable; select status
01:198:110, Introduction to Computers and Their Application, 3	Computer Science Elective	Unable to determine status

Stockton University

Course Code, Title, and Credits	Transfer Catagory	If non-transferable; select status
CSISEC computer Science & Info Systems Elective, 4	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	Assemble components based on customer requirements
CLO2	Install, configure, and maintain PCs, mobile devices, and software for end users.
CLO3	Recognize the basics of networking and security forensics.
CLO4	Properly and safely diagnose, resolve, and document common hardware and software issues.
CLO5	Apply troubleshooting skills.
CLO6	Provide appropriate customer support.
CLO7	Recognize the basics of scripting, virtualization, desktop imaging, and deployment.

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	Computer Hardware 1. Installing Motherboards and Connectors 2. Installing System Devices 3. Troubleshooting PC Hardware 4. Comparing Local Networking Hardware	Readings Labs Videos	Quiz Exam	CLO1, CLO4
TO2	Installing, Configuring, and Maintaining Operating Systems, Mobile Devices, and Applications (Computer Software) 8. Supporting Mobile Devices 10. Configuring Windows 11. Managing Windows 12. Identifying OS Types and Features 13. Supporting Windows	Readings Labs Videos	Quiz Exam	CLO2, CLO4

EXHIBIT B - 5

	Major Themes/ Skills	Assignments (Recommended but not limited to)	Assessments (Recommended but not limited to)	Course Learning Outcome(s)
	15. Managing Linux and macOS 18. Supporting Mobile Software			
TO3	Fundamental Networking and Security Techniques 5. Configuring Network Addressing and Internet Connections 6. Supporting Network Services 14. Managing Windows Networking 16. Configuring SOHO Network Security 17. Managing Security Settings	Readings Labs Videos	Quiz Exam	CLO3, CLO4
TO4	Scripting, Troubleshooting, and Ticketing 19. Using Support and Scripting Tools 20. Implementing Operational Procedures	Readings Labs Videos	Quiz Exam	CLO4, CLO5, CLO6, CLO7
TO5	Supporting Virtualization and Printers 7. Summarizing Virtualization and Cloud Concepts 9. Supporting Print Devices	Readings Labs Videos	Quiz Exam	CLO1, CLO4, CLO5

12. Methods of Instruction

In the structuring of this course, what major methods of

instruction will be utilized?

a. Class Lecture
b. Discussion
c. Demonstrations
d. Labs
e. Online presentations, online activities, and assessments.

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

Information

Communication-Written and Oral

Quantitative Knowledge and Skills

Scientific Knowledge and Reasoning

Technological Competency Yes

Related Course Learning Outcome CL01-CL07

Related Outline Component T01-T05

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

N/A.

Information Literacy Yes

Related Course Learning Outcome CL01-CL07

Related Outline Component T01-T05

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

N/A.

Society and Human Behavior

Humanistic Perspective

Historical Perspective

Global and Cultural Awareness

Ethical Reasoning and Action

Independent/Critical Thinking	Yes
Related Course Learning Outcome	CL01-CL07
Related Outline Component	T01-T05

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

N/A.

14. Needs

Instructional Materials (text etc.):

Appropriate textbook(s) will be selected. Please contact the department for current adoptions.

Technology Needs:

Please contact the department for current adoptions.

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

Please contact the department for current adoptions.

Facility Needs:

Please contact the department for current adoptions.

Library needs:

Please contact the department for current adoptions.

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.

EXHIBIT B-6

Course Change Request

New Course Proposal

Date Submitted: 11/15/22 7:23 am

Viewing: CSIT 146 : Introduction to Cybersecurity

Last edit: 01/26/23 4:08 pm

Changes proposed by: Joseph Brickley (jbrickley)

Learning Outcomes
Display (show only)

In Workflow

1. **STEM Academic Administrator**
2. **STEM 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. STEM Academic Administrator
11. Colleague

Approval Path

1. 10/18/22 9:52 am Cynthia Fallon (cfallon): Approved for STEM Academic Administrator
2. 10/18/22 10:17 am Susan O'Connor (soconnor): Rollback to Initiator
3. 11/09/22 9:54 am Cynthia Fallon (cfallon): Rollback to Initiator

4. 11/10/22 10:03 am Cynthia Fallon (cfallon): Approved for STEM Academic Administrator
5. 11/10/22 10:52 am Sylvia Riviello (sriviello): Rollback to Initiator
6. 12/05/22 12:12 pm Carolyn Showalter (cshowalter): Approved for STEM Academic Administrator
7. 12/08/22 12:42 pm Sylvia Riviello (sriviello): Approved for STEM Dean
8. 01/19/23 4:29 pm Susan O'Connor (soconnor): Approved for Director of Curriculum
9. 01/26/23 4:30 pm Heather Sciarappa (hsciarappa): Approved for Curriculum Committee Chair
10. 02/02/23 4:13 pm Robert Marchie (rmarchie): Approved for Senate Chair
11. 02/02/23 4:45 pm Joseph Konopka (jkonopka): Approved for Vice

President of Academic Affairs

1. Course Information

Subject	CSIT - Computer Science/ Information Technology
Course Number	146
School	Science, Technology, Engineering, Mathematics
Course Title	Introduction to Cybersecurity

2. Hours

Semester Hours	3
Lecture	3
Lab	0
Practicum	0

3. Catalog Description

For display in the online catalog

This introductory course focuses on the importance cybersecurity, cybersecurity principles, and the impact technology has in the field of security. The course will cover legal and ethical concerns, capabilities and limitations of communications, history, current methodology, system operating environments, existing and emerging security technology, security policies, and the growing need for cybersecurity. As an introduction course, students will enter with various degrees of cybersecurity knowledge and will be expected to improve their knowledge of professional cybersecurity practice. This course will focus on building student's knowledge base of cybersecurity, recognize the fundamentals of cybersecurity, and grant hands on knowledge of cybersecurity application.

4. Requisites

Prerequisites

N/A

Corequisites

N/A

5. Course Type

Course Fee Code

Course Type for Perkins Reporting: vocational (approved for Perkins funding)

6. Justification

Describe the need for this course

This can be used as an elective in Computer Science/Engineering program. This course will introduce students to low level cybersecurity principles and allow interested students to explore potential enrollment in our cybersecurity focused degree programs.

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	Demonstrating the college's commitment to offer comprehensive educational programs that develop intentional learners of all ages. (Mission Statement)

	Add item
2	Seeking to ensure that students will thrive in an increasingly diverse and complex world. (Vision Statement)
3	Preparing students for successful transfer to other educational institutions and/or entrance into the workforce. (Academic Master Plan)
4	Seeking to empower students through the mastery of intellectual and Practical Skills. (Academic Master Plan)
5	Challenging students to transfer information into knowledge and knowledge into action. (Academic Master Plan)

9. Related Courses at Other Institutions

Comparable Courses at NJ Community Colleges

Institution	Brookdale CC
Course Title	Introduction to Security
Course Number	NETW-107-DE01B
Number of Credits	3
Comments	

Institution	Camden County College
Course Title	Computer and Network Security
Course Number	CST-204
Number of Credits	3
Comments	

Institution	Hudson County CC
Course Title	Cybersecurity

Course Number	CSC-232
Number of Credits	3
Comments	

Institution	Mercer County CC
Course Title	Network Security
Course Number	NET 240
Number of Credits	3
Comments	

Transferability of Course

Georgian Court University

Course Code, Title, and Credits	Transfer Catagory	If non-transferable; select status
CSCISEC Comp. Science/Info Systems Elective, 3	Elective	

Kean University

Course Code, Title, and Credits	Transfer Catagory	If non-transferable; select status
TECH2498 Cybersecurity , 3	Required course for B.S. in Computer Science (Cybersecurity Option)	

Monmouth University

Course Code, Title, and Credits	Transfer Catagory	If non-transferable; select status
FE001 100-Level Free, 3	Elective	

Rowan University

EXHIBIT B - 6

Course Code, Title, and Credits	Transfer Catagory	If non-transferable; select status
INTR 01.266, Computers and Society, 3	Elective	

Rutgers - New Brunswick, Mason Gross School of the Arts

Course Code, Title, and Credits	Transfer Catagory	If non-transferable; select status
01:198:419, Computer Security, 4	Elective	Will not transfer

Stockton University

Course Code, Title, and Credits	Transfer Catagory	If non-transferable; select status
CSISEC computer Science & Info Systems, 4	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	Recognize basic computer network security.
CLO2	Classify basic cybersecurity policies.
CLO3	Comprehend different types of malware and spyware.
CLO4	Describe basic database security requirements and best practices.
CLO5	Properly and safely distinguish cybersecurity incident response techniques.
CLO6	Examine current cybersecurity ethical and legal issues.

11. Topical Outline

(include as many themes/skills as needed)

EXHIBIT B - 6

	Major Themes/ Skills	Assignments (Recommended but not limited to)	Assessments (Recommended but not limited to)	Course Learning Outcome(s)
TO1	Basic Network Cybersecurity -CIA Triad -Hardware -Software Vulnerabilities -Access Control -Types of Harm -Types of Threats	Reading Class discussion Research	Exam Quiz	CL01
TO2	Cybersecurity Policies and Controls -Controls -Access Policies -Implementing Access Control -Access Control List -Encryption Terminology -Types of Encryption	Reading Class discussion Research	Exam Quiz	CL02
TO3	Types of Malware -Buffer Overflows -Potential Harm -Countermeasures -Race Conditions -Types of Malware -History of Malware	Reading Class discussion Research	Exam Quiz	CL03
TO4	Database Security -Database Overview -Security Features -Admin Responsibilities -Database Intruders	Reading Class discussion Research	Exam Quiz	CL04
TO5	Management and Incidents -Incident Response -Security Policy -Timetable and Plan Maintenance	Reading Class discussion Research	Exam Quiz	CL05

	Major Themes/ Skills	Assignments (Recommended but not limited to)	Assessments (Recommended but not limited to)	Course Learning Outcome(s)
	-Business Continuity Plan -Incident Response Plan -Risk Analysis			
TO6	Legal Issues and Ethics -Protecting Programs and Data -Copy Rights -Patents -Trade Secrets -Computer Crime -Ethical Theories	Reading Class discussion Research	Exam Quiz	CL06

12. Methods of Instruction

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

a. Class Lecture
b. Discussion
c. Demonstrations
d. Online presentations, online activities, and assessments.

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

Information

Communication-Written and Oral

_____

Quantitative Knowledge and Skills

_____

Scientific Knowledge and Reasoning

_____

Technological Competency Yes

Related Course Learning Outcome CL01-CL06

Related Outline Component TO1-TO6

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

N/A

Information Literacy Yes

Related Course Learning Outcome CL01-CL06

Related Outline Component TO1-TO6

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

N/A

Society and Human Behavior

Humanistic Perspective

Historical Perspective

Global and Cultural Awareness

Ethical Reasoning and Action

Independent/Critical Thinking Yes

Related Course Learning Outcome CL01-CL06

Related Outline Component TO1-TO6

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

N/A

14. Needs

Instructional Materials (text etc.):

Appropriate textbook(s) will be selected. Please contact the department for current adoptions.

Technology Needs:

N/A

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

N/A

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.

EXHIBIT B-7

EXHIBIT B - 7

Course Change Request

New Course Proposal

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

Viewing: CSIT 242 : Penetration Testing Fundamentals

Last edit: 01/19/23 4:29 pm

Changes proposed by: Joseph Brickley (jbrickley)

Programs referencing this course

AAS.CS.CY: Computer Science/Informational Technology - Option in Cybersecurity, Associate in Applied Science

Learning Outcomes Display (show only)

In Workflow

1. **STEM Academic Administrator**
2. **STEM 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. STEM Academic Administrator
11. Colleague

Approval Path

1. 11/10/22 10:08 am Cynthia Fallon (cfallon): Rollback to Initiator
2. 12/05/22 12:15 pm Carolyn Showalter (cshowalter): Approved for STEM Academic Administrator
3. 01/19/23 3:34 pm Susan O'Connor (soconnor):

EXHIBIT B - 7

Approved for STEM Dean
4. 01/19/23 4:29 pm Susan O'Connor (soconnor): Approved for Director of Curriculum
5. 01/26/23 4:30 pm Heather Sciarappa (hsciarappa): Approved for Curriculum Committee Chair
6. 02/02/23 4:13 pm Robert Marchie (rmarchie): Approved for Senate Chair
7. 02/02/23 4:45 pm Joseph Konopka (jkonopka): Approved for Vice President of Academic Affairs

1. Course Information

Subject	CSIT - Computer Science/ Information Technology
Course Number	242
School	Science, Technology, Engineering, Mathematics
Course Title	Penetration Testing Fundamentals

2. Hours

Semester Hours	3
Lecture	3

Lab	0
Practicum	0

3. Catalog Description

For display in the online catalog

Penetration testing fundamentals assesses the most up-to-date penetration testing, vulnerability assessment, and management skills necessary to determine the resiliency of the network against attacks. It will cover fundamental methodologies, techniques, tools to identify vulnerabilities, exploit, assess security risk to networks, operating systems, and applications.

4. Requisites

Prerequisites

CSIT 165

Corequisites

CSIT 185

5. Course Type

Course Fee Code

Course Type for Perkins Reporting: vocational (approved for Perkins funding)

6. Justification

Describe the need for this course

This course provides the required training in Cybersecurity programs of study and helps students prepare for the fundamental of penetration testing.

7. General Education

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

No

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

Program-specific requirement

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

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

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

9. Related Courses at Other Institutions

Comparable Courses at NJ Community Colleges

Institution	Raritan Valley CC
Course Title	Ethical Hacking and Penetration Testing
Course Number	NTWK290
Number of Credits	3
Comments	

Institution	County College of Morris
Course Title	Ethical Hacking and Systems Defense Course
Course Number	CMP243
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	Elective	

Kean University

Course Code, Title, and Credits	Transfer Catagory	If non-transferable; select status
FEX 2000	Free Elective	

Monmouth University

Course Code, Title, and Credits	Transfer Catagory	If non-transferable; select status
CS002 200-Level Computer Science Elective 3	Computer Science Elective	

Rowan University

Course Code, Title, and Credits	Transfer Catagory	If non-transferable; select status
CST 03215, Penetration Testing Fundamentals, 3	Major	

Rutgers - New Brunswick, Mason Gross School of the Arts

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

Stockton University

Course Code, Title, and Credits	Transfer Catagory	If non-transferable; select status
CSISEC Computer Science & Info Systems Elective 4	Computer Science 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	Describe the fundamentals of penetration testing and vulnerability management.
CLO2	Describe the history, development, and principles of cybersecurity.
CLO3	Identify key (vs. secondary) risk elements faced by computer network systems.
CLO4	Assess the current security landscape, including the nature of the threat, the general status of common vulnerabilities, and the likely consequences of security failures.
CLO5	Analyze security components within organizational contest: identity and access management, data protection, security operations.
CLO6	Create a plan for the third-party risk assessments.

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	1.Planning a Pen Test 2.Rules of Engagement 3.Resources and Budgets	Reading, Class discussion	Quiz/ Exam	CLO1, CLO2

EXHIBIT B - 7

	Major Themes/ Skills	Assignments (Recommended but not limited to)	Assessments (Recommended but not limited to)	Course Learning Outcome(s)
	4.Impact and Constraints 5.Support Resources			
TO2	1. Legal Groundwork 2. Scope Considerations 3. Project Strategy and Risk 4. Scope Vulnerabilities 5. Compliance-Based Assessments	Reading, Class discussion	Quiz/ Exam	CLO3
TO3	1. Scanning and Enumeration 2. Scanning and Demo 3. Packet Investigation 4.Packet Inspection Demo 5. Application and Open-Source Resources	Reading, Class discussion	Quiz/ Exam	CLO2, CLO3
TO4	1. Vulnerability Scanning 2. Vulnerability Scanning Demo 3. Target Considerations 4. Nmap Timing and Performance Options 5. Prioritization of Vulnerabilities 6. Common Attack Techniques	Reading, Class discussion	Quiz/ Exam	CLO4
TO5	1. Credential Attacks 2. Weaknesses in Specialized Systems 3. Remote Social Engineering 4. Spear Phishing Demo 5. In-Person Social Engineering 6. Network-Based Exploits 7. FTP Exploit Demo	Reading, Class discussion	Quiz/ Exam	CLO4, CLO5

	Major Themes/ Skills	Assignments (Recommended but not limited to)	Assessments (Recommended but not limited to)	Course Learning Outcome(s)
	8. Man-in-the-Middle Exploits 9. Wireless Exploits 10. Application Exploits, Part 1			
TO6	1. SQL Injection Demo 2. Application Exploits, Part 2 3. Application Exploits, Part 3 4. Cross-Site Scripting Demo 5. Code Vulnerabilities 6. Local Host Vulnerabilities 7. Privilege Escalation (Linux) 8. Privilege Escalation (Windows) 9. Misc. Privilege Escalation 10. Misc. Local Host Vulnerabilities 11. Physical Security 12. Post-Exploitation Techniques	Reading, Class discussion	Quiz/ Exam	CLO5, CLO6
TO7	1. Persistence and Stealth 2. Nmap Scoping and Output Options 3. Pen Testing Toolbox 4. Using Kali Linux 5. Scanners and Credential Tools 6. Code Cracking Tools 7. Open-Source Research Tools 8. Wireless and Web Pen	Reading, Class discussion	Quiz/ Exam	CLO5, CLO6

	Major Themes/ Skills	Assignments (Recommended but not limited to)	Assessments (Recommended but not limited to)	Course Learning Outcome(s)
	Testing Tools 9. Remote Access Tools 10. Analyzers and Mobile Pen Testing Tools			
TO8	1. Other Pen Testing Tools 2. Using Scripting in Pen Testing 3. Bash Scripting Basics 4. Bash Scripting Techniques 5. PowerShell Scripts	Reading, Class discussion	Quiz/ Exam	CLO4, CLO5, CLO6
TO9	1. Ruby Scripts 2. Python Scripts 3. Scripting Languages Comparison 4. Writing Reports 5. Post Report Activities 6. Mitigation Strategies 7. Communication	Reading, Class discussion	Quiz/ Exam	CLO4, CLO5 ,CLO6

12. Methods of Instruction

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

Class lecture, presentations, discussions, lab assignments/exercises, case studies, and projects.

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

Information

Communication-Written and Oral	Yes

EXHIBIT B - 7

Related Course Learning Outcome CLO1-CLO6

Related Outline Component TO1-TO9

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

N/A

Quantitative Knowledge and Skills

Scientific Knowledge and Reasoning

Technological Competency Yes

Related Course Learning Outcome CLO1-CLO6

Related Outline Component TO1-TO9

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

N/A

Information Literacy

Society and Human Behavior

Humanistic Perspective

Historical Perspective

Global and Cultural Awareness

Ethical Reasoning and Action

Independent/Critical Thinking	Yes
Related Course Learning Outcome	CLO1-CLO6
Related Outline Component	TO1-TO9

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

N/A

14. Needs

Instructional Materials (text etc.):

Appropriate textbook(s) will be selected. Please contact the department for current adoptions.

Technology Needs:

N/A

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

N/A

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

EXHIBIT B - 7

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.

EXHIBIT B-8

Course Change Request

New Course Proposal

Date Submitted: 11/30/22 10:43 am

Viewing: CSIT 243 : Cisco Networking Fundamentals

Last edit: 01/26/23 4:19 pm

Changes proposed by: Joseph Brickley (jbrickley)

Programs referencing this course

AAS.CS.CY: Computer Science/Informational Technology - Option in Cybersecurity, Associate in Applied Science

Learning Outcomes

Display (show only)

In Workflow

1. STEM Academic Administrator
2. STEM 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. STEM Academic Administrator
11. Colleague

Approval Path

1. 10/12/22 11:11 am Cynthia Fallon (cfallon): Rollback to Initiator
2. 10/12/22 3:11 pm Cynthia Fallon (cfallon): Approved for STEM Academic Administrator
3. 10/18/22 10:17 am Susan O'Connor (soconnor): Rollback to Initiator

4. 10/25/22 9:56 am Cynthia Fallon (cfallon): Rollback to Initiator
5. 11/09/22 9:53 am Cynthia Fallon (cfallon): Rollback to Initiator
6. 11/10/22 10:02 am Cynthia Fallon (cfallon): Approved for STEM Academic Administrator
7. 11/10/22 10:53 am Sylvia Riviello (sriviello): Rollback to Initiator
8. 11/30/22 10:37 am Cynthia Fallon (cfallon): Rollback to Initiator
9. 12/05/22 12:33 pm Carolyn Showalter (cshowalter): Approved for STEM Academic Administrator
10. 12/08/22 4:10 pm Sylvia Riviello (sriviello): Approved for STEM Dean
11. 01/19/23 4:29 pm Susan O'Connor (soconnor): Approved for Director of Curriculum
12. 01/26/23 4:30 pm Heather Sciarappa (hsciarappa): Approved for

Curriculum Committee Chair

13. 02/02/23 4:13 pm Robert Marchie (rmarchie): Approved for Senate Chair
14. 02/02/23 4:45 pm Joseph Konopka (jkonopka): Approved for Vice President of Academic Affairs

1. Course Information

Subject	CSIT - Computer Science/ Information Technology
Course Number	243
School	Science, Technology, Engineering, Mathematics
Course Title	Cisco Networking Fundamentals

2. Hours

Semester Hours	3
Lecture	3
Lab	0
Practicum	0

3. Catalog Description

For display in the online catalog

This course provides a deep dive into the Cisco network. The course introduces network fundamentals (OSI model, IPs, Subnetting, etc.), an overview of Cisco products, hardware components, how to perform Layer 1 and Layer 2 basic Cisco configurations tools, such as PuTTY, TFTP/SFTP/FTP servers, loopback plugs, and Microsoft Windows basic. After this initial

understanding (which will cover CCT routing and switching) the course will cover an introduction into basic configurations on Cisco routers work, common switching/routing issues, network/device architectures, outline basic threat defense technologies, and describing the functions and features off Cisco iOS and NX-OS.

4. Requisites

Prerequisites

Corequisites

CSIT 186

5. Course Type

Course Fee Code

Course Type for Perkins Reporting: vocational (approved for Perkins funding)

6. Justification

Describe the need for this course

Students in the cybersecurity field will benefit from understanding and knowing how to utilize current Cisco fundamentals to be successful in their academic and professional careers.

7. General Education

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

No

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

Program-specific requirement

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

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

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

9. Related Courses at Other Institutions

Comparable Courses at NJ Community Colleges

Institution	Bergen CC
Course Title	Networking Fund I
Course Number	INF-164
Number of Credits	3
Comments	

Institution	Sussex County CC
Course Title	Networks and Telecommunications
Course Number	COMS 230
Number of Credits	3
Comments	

Institution	Raritan Valley CC
Course Title	NTWK 270
Course Number	Introduction to Cisco Networking
Number of Credits	3
Comments	

Institution	Raritan Valley CC
Course Title	Routing and Switching Essentials
Course Number	271
Number of Credits	3
Comments	

Institution	Mercer County CC
Course Title	Fundamentals of Computer Networks
Course Number	NET104
Number of Credits	3
Comments	

Institution	Passaic County CC
Course Title	Networking Essentials
Course Number	CIS 180
Number of Credits	3
Comments	

Transferability of Course

Georgian Court University

Course Code, Title, and Credits	Transfer Catagory	If non-transferable; select status
CSCISEC Comp. Science/Info Systems Elective, 3	Elective	

Kean University

Course Code, Title, and Credits	Transfer Catagory	If non-transferable; select status
CPSX1003 Computer Science Free Elective , 3	Elective	

Monmouth University

Course Code, Title, and Credits	Transfer Catagory	If non-transferable; select status
FE001 100-Level Free Elective, 3	Elective	

Rowan University

Course Code, Title, and Credits	Transfer Catagory	If non-transferable; select status
CST 09295, Advanced Networking, 3	Elective	

Rutgers - New Brunswick, Mason Gross School of the Arts

Course Code, Title, and Credits	Transfer Catagory	If non-transferable; select status
04:547:331, Networking and Internet Technology, 3	Required for Information Technology and Informatics Major	Will not transfer

Stockton University

Course Code, Title, and Credits	Transfer Catagory	If non-transferable; select status
CSISEC computer Science & Info Systems Elective, 4	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	Understand fundamental networking concepts
CLO2	Understand network access and segmentation techniques, including VLANs
CLO3	Understand network routing and switching using Cisco Devices
CLO4	Understand various services in an IP network, including DNS and DHCP
CLO5	Understand key network security concepts, including L2, L3, and WLAN Security

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	Basic Network Connectivity and Communications	Reading Class discussion Research	Quiz Exam	CLO1
TO2	Ethernet Concepts	Reading Class discussion Research	Quiz Exam	CLO1, CLO3
TO3	Communicating Between Networks	Reading Class discussion Research	Quiz Exam	CLO3

	Major Themes/ Skills	Assignments (Recommended but not limited to)	Assessments (Recommended but not limited to)	Course Learning Outcome(s)
TO4	IP Addressing	Reading Class discussion Research	Quiz Exam	CLO1, CLO3, CLO4
TO5	Network Applications Communications	Reading Class discussion Research	Quiz Exam	CLO1, CLO4,
TO6	Building and Securing a Small Network	Reading Class discussion Research	Quiz Exam	CLO3, CLO4, CLO5
TO7	Switching Concepts and VLANs	Reading Class discussion Research	Quiz Exam	CLO2, CLO3
TO8	Redundant Networks	Reading Class discussion Research	Quiz Exam	CLO1, CLO4
TO9	Available and Reliable Networks	Reading Class discussion Research	Quiz Exam	CLO1, CLO4
TO10	L2 Security and WLANs	Reading Class discussion Research	Quiz Exam	CLO1, CLO2, CLO5
TO11	Routing Concepts and Configuration	Reading Class discussion Research	Quiz Exam	CLO3

12. Methods of Instruction

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

a. Class Lecture
b. Discussion
c. Demonstrations
d. Labs
e. Online presentations, online activities, and assessments.

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

Information

Communication-Written and Oral

Quantitative Knowledge and Skills

Scientific Knowledge and Reasoning

Technological Competency Yes

Related Course Learning Outcome CL01-CL05

Related Outline Component TO1-TO11

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

N/A

Information Literacy Yes

Related Course Learning Outcome CL01-CL05

Related Outline Component TO1-TO11

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

N/A

Society and Human Behavior

Humanistic Perspective

Historical Perspective

Global and Cultural Awareness

Ethical Reasoning and Action

Independent/Critical Thinking Yes

Related Course Learning Outcome CL01-CL05

Related Outline Component TO1-TO11

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

N/A

14. Needs

Instructional Materials (text etc.):

Appropriate textbook(s) will be selected. Please contact the department for current adoptions.

Technology Needs:

N/A

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

N/A

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.

EXHIBIT B-9

Course Change Request

New Course Proposal

Date Submitted: 12/06/22 1:08 pm

Viewing: **CSIT 244 : Digital Forensics Fundamentals**

Last edit: 01/26/23 4:26 pm

Changes proposed by: Joseph Brickley (jbrickley)

Programs referencing this course

AAS.CS.CY: Computer Science/Informational Technology - Option in Cybersecurity, Associate in Applied Science

Learning Outcomes Display (show only)

In Workflow

1. **STEM Academic Administrator**
2. **STEM 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. STEM Academic Administrator
11. Colleague

Approval Path

1. 12/06/22 11:07 am Cynthia Fallon (cfallon): Rollback to Initiator
2. 12/06/22 1:13 pm Carolyn Showalter (cshowalter): Approved for STEM Academic Administrator
3. 01/19/23 3:35 pm Susan O'Connor (soconnor):

Approved for STEM Dean

4. 01/19/23 4:29 pm Susan O'Connor (soconnor): Approved for Director of Curriculum
5. 01/26/23 4:30 pm Heather Sciarappa (hsciarappa): Approved for Curriculum Committee Chair
6. 02/02/23 4:14 pm Robert Marchie (rmarchie): Approved for Senate Chair
7. 02/02/23 4:45 pm Joseph Konopka (jkonopka): Approved for Vice President of Academic Affairs

1. Course Information

Subject	CSIT - Computer Science/ Information Technology
Course Number	244
School	Science, Technology, Engineering, Mathematics
Course Title	Digital Forensics Fundamentals

2. Hours

Semester Hours	3
Lecture	3

Lab	0
Practicum	0

3. Catalog Description

For display in the online catalog

This course introduces the methodology and procedures associated with digital forensic analysis. The objective of this class is to emphasize the fundamentals and importance of digital forensics. Students will learn different techniques and procedures that enable them to perform a digital investigation. This course focuses mainly on the analysis of physical storage media and volume analysis. It covers the major phases of digital investigation such as preservation, analysis and acquisition of artifacts that reside in hard disks and random-access memory.

4. Requisites

Prerequisites

CSIT 165 and CSIT 184

Corequisites

5. Course Type

Course Fee Code

Course Type for Perkins Reporting: vocational (approved for Perkins funding)

6. Justification

Describe the need for this course

This course provides the required training in Cybersecurity programs of study and helps students prepare for the fundamental of digital forensics.

7. General Education

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

No

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

Program-specific requirement

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

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

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

9. Related Courses at Other Institutions

Comparable Courses at NJ Community Colleges

Institution	County College of Morris
Course Title	Digital Forensic
Course Number	CMP 160
Number of Credits	3
Comments	

Institution	Middlesex County College
Course Title	Computer Forensics
Course Number	CSC 258
Number of Credits	3
Comments	

Institution	Brookdale CC
Course Title	Computer Forensics and Investigation
Course Number	NETW 236
Number of Credits	3
Comments	

Institution	Camden County College
Course Title	Digital Forensics & Investigation
Course Number	CST 210
Number of Credits	3
Comments	

Institution	Essex County College
Course Title	Computer & Internet Forensics
Course Number	CSC 230
Number of Credits	3
Comments	

Institution	Passaic County CC
Course Title	Computer Forensics and Investigation
Course Number	CIS 289
Number of Credits	3
Comments	

Institution	Raritan Valley CC
Course Title	Privacy, Ethics, & Computer Forensics
Course Number	NTWK 274
Number of Credits	3
Comments	

Institution	Rowan College of South Jersey
Course Title	Computer Forensics
Course Number	CS 241
Number of Credits	3
Comments	

Institution	Union County College
Course Title	Digital Forensics Essentials
Course Number	CST 170
Number of Credits	3
Comments	

EXHIBIT B - 9

Transferability of Course

Georgian Court University

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

Kean University

Course Code, Title, and Credits	Transfer Catagory	If non-transferable; select status
TECHX1003, 3	Technology Elective	

Monmouth University

Course Code, Title, and Credits	Transfer Catagory	If non-transferable; select status
FE0001 100-level Free Elective 3	Elective	

Rowan University

Course Code, Title, and Credits	Transfer Catagory	If non-transferable; select status
CST 03252, Foundations of Computer Forensics, 3	Required	

Rutgers - New Brunswick, Mason Gross School of the Arts

Stockton University

Course Code, Title, and Credits	Transfer Catagory	If non-transferable; select status
CSISEC, Computer Science & Info Systems Elective, 3	Computer Science 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	Discuss the fundamental concepts of computer forensics, digital evidence, forensic readiness, identify the roles and responsibilities of a forensic investigator and review legal compliance issues in computer forensics.
CLO2	Examine the computer forensic investigation process and its phases.
CLO3	Describe different disk drives, characteristics, and logical structure, understand Windows, Linux, and Mac boot processes, and examine various file systems and formats.
CLO4	Discuss data acquisition concepts, types, format, and methodology.
CLO5	Examine various anti-forensics techniques and identify countermeasures.
CLO6	Examine various volatile and non-volatile information gathering techniques for Windows, Linux, and Mac systems, including Windows memory and registry analysis, cache, cookie, history analysis, and metadata investigation.
CLO7	Explain network forensics fundamentals, event correlation, and perform network traffic investigation.
CLO8	Appraise web server logs and perform web application forensics to detect and investigate various attacks on web applications.
CLO9	Discuss malware forensics fundamentals, list and perform different types of malware analysis.

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	1. Fundamentals of Computer Forensics 2. Digital Evidence 3. Forensic Readiness 4. Roles and	Reading, Class discussion	Quiz/ Exam	CLO1, CLO2

	Major Themes/ Skills	Assignments (Recommended but not limited to)	Assessments (Recommended but not limited to)	Course Learning Outcome(s)
	Responsibilities of a Forensic Investigator 5. Legal Compliance in Computer Forensics			
TO2	1. Forensic Investigation Process and its Importance 2. Forensic Investigation Process - Pre-investigation Phase 3. Forensic Investigation Process - Investigation Phase 4. Forensic Investigation Process - Post-investigation Phase	Reading, Class discussion	Quiz/ Exam	CLO3
TO3	1. Different Types of Disk Drives and their Characteristics 2. Logical Structure of a Disk 3. Booting Process of Windows, Linux, and Mac Operating Systems 4. File Systems of Windows, Linux, and Mac Operating Systems 5. File System Examination	Reading, Class discussion	Quiz/ Exam	CLO2, CLO3
TO4	1. Data Acquisition Fundamentals 2. Types of Data Acquisition 3. Data Acquisition Format 4. Data Acquisition Methodology	Reading, Class discussion	Quiz/ Exam	CLO4, CLO5

	Major Themes/ Skills	Assignments (Recommended but not limited to)	Assessments (Recommended but not limited to)	Course Learning Outcome(s)
	5. Anti-forensics and its Techniques 6. Anti-forensics Countermeasures			
TO5	1. Volatile and Non-Volatile Information 2. Windows Memory and Registry Analysis 3. Cache, Cookie, and History Recorded in Web Browsers 4. Windows Files and Metadata 5. Volatile and Non-Volatile Data in Linux 6. Memory Forensics 7. Mac Forensics	Reading, Class discussion	Quiz/ Exam	CLO4, CLO5
TO6	1. Network Forensics Fundamentals 2. Event Correlation Concepts and Types 3. Identify Indicators of Compromise (IoCs) from Network Logs 4. Investigate Network Traffic 5. Web Application Forensics 6. IIS and Apache Web Server Logs	Reading, Class discussion	Quiz/ Exam	CLO5, CLO6
TO7	1. Investigating Web Attacks on Windows-based Servers 2. Detect and Investigate Attacks on Web Applications	Reading, Class discussion	Quiz/ Exam	CLO6, CLO7

EXHIBIT B - 9

	Major Themes/ Skills	Assignments (Recommended but not limited to)	Assessments (Recommended but not limited to)	Course Learning Outcome(s)
	3. Dark Web 4. Dark Web Forensics 5. Tor Browser Forensic			
TO8	1. Email Basics 2. Email Crime Investigation and its Steps 3. Malware, its Components and Distribution Methods 4. Malware Forensics Fundamentals 5. PowerShell Scripts	Reading, Class discussion	Quiz/ Exam	CLO7, CLO8, CLO6
TO9	1. Recognize Types of Malware Analysis 2. Static Malware Analysis 3. Analyze Suspicious Word Documents 4. Dynamic Malware Analysis 5. System Behavior Analysis 6. Network Behavior Analysis 7. Communication	Reading, Class discussion	Quiz/ Exam	CLO8, CLO9

12. Methods of Instruction

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

Class lecture, presentations, discussions, lab assignments/exercises, case studies and projects.

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

Information

Communication-Written and Oral Yes

Related Course Learning Outcome CLO1-CLO9

Related Outline Component TO1-TO9

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

N/A

Quantitative Knowledge and Skills

Scientific Knowledge and Reasoning

Technological Competency Yes

Related Course Learning Outcome CLO1-CLO9

Related Outline Component TO1-TO9

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

N/A

Information Literacy Yes

Related Course Learning Outcome CLO1-CLO9

Related Outline Component TO1-TO9

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

N/A

Society and Human Behavior

Humanistic Perspective

Historical Perspective

Global and Cultural Awareness

Ethical Reasoning and Action

Independent/Critical Thinking

14. Needs

Instructional Materials (text etc.):

Text: Appropriate textbook(s) will be selected. Please contact the department for current adoptions.

Technology Needs:

N/A

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

N/A

Facility Needs:

N/A

Library needs:

N/A

EXHIBIT B - 9

15. Grade Determinants

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

A: Excellent

B+: Very Good

B: Good

C+: Above Average

C: Average

D: Below Average

F: Failure

I: Incomplete

R: Audit

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

Reviewer
Comments

Cynthia Fallon (cfallon) (12/06/22 11:07 am): Rollback: At your request.
Susan O'Connor (soconnor) (01/19/23 3:35 pm): will be required coursework for new AAS.CS/IT.CYBER
Susan O'Connor (soconnor) (01/19/23 3:42 pm): will be required coursework for new AAS.CS/IT.CYBER

Key: 2280

Preview Bridge

EXHIBIT B-10

EXHIBIT B - 10

Course Change Request

New Course Proposal

Date Submitted: 01/27/23 4:32 pm

Viewing: HIST 269 : History of the Holocaust

Last edit: 02/01/23 11:52 am

Changes proposed by: Justin Pfeifer (jpfeifer)

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. 01/27/23 4:14 pm Kathryn Kingsbury (kkingsbury): Rollback to Initiator
2. 02/01/23 9:58 am Heather Sciarappa (hsciarappa): Approved for AH Academic Administrator
3. 02/01/23 9:58 am Heather Sciarappa (hsciarappa):

EXHIBIT B - 10

Approved for AH Dean
4. 02/01/23 11:53 am Susan O'Connor (soconnor): Approved for Director of Curriculum
5. 02/09/23 4:09 pm Heather Sciarappa (hsciarappa): Approved for Curriculum Committee Chair
6. 03/02/23 4:06 pm Robert Marchie (rmarchie): Approved for Senate Chair
7. 03/02/23 4:17 pm Joseph Konopka (jkonopka): Approved for Vice President of Academic Affairs
8. 03/06/23 1:36 pm Susan O'Connor (soconnor): Rollback to Vice President of Academic Affairs for President's Leadership Team Chair

1. Course Information

Subject	HIST - History
School	Arts and Humanities
Course Title	History of the Holocaust

2. Hours

Semester Hours	3
Lecture	3
Lab	0
Practicum	0

3. Catalog Description

For display in the online catalog

This survey course presents students with a introductory history of the Holocaust, to be able to position the Holocaust in the context of European, world history and Jewish history. Students will examine the precursors, evolution, consequences, and legacies of the Holocaust. The course will explore debates within Holocaust history, its main issues and key patterns, as well as the actions, responses, and choices, of individuals, organizations, and state authorities to the plight of Jewish people. While the Nazi annihilation policy targeted Jewish people in particular, the persecution and killing extended to other groups as well, which will be discussed in this class. Primary source materials such as narratives, testimonials, and films, are used throughout the course.

4. Requisites

Prerequisites

None

Corequisites

5. Course Type

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

6. Justification

Describe the need for this course

This course fulfills the mission and mandate of the New Jersey Commission for teaching the Holocaust. In keeping with the College's mission to help diverse learners succeed, this course engages with important historical and contemporary issues including prejudice, morality, war, genocide, and justice. While the Nazi extermination program targeted Jewish people in particular, the other groups that suffered persecution and murder will also be discussed. The course fulfills diversity requirements, contributes to a broader, more global curriculum, meets general education goals, and will transfer to four-year degree programs. Many similar courses are widely adopted in history and humanities departments across the state and nation. In addition, New Jersey has a large Jewish American community, including in local Lakewood township, and Ocean County College is home to the Center for Holocaust, Genocide, and Human Rights Education.

7. General Education

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

Yes

General Education Category

Diversity
History
Humanities

General Education Status Proposed

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

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

	Add item
1	This course fulfills the college's mission of fostering excellence by offering comprehensive programs that develop intentional learners of all ages. This course is consistent with the following goals of the college as expressed in the Academic Master Plan:

EXHIBIT B - 10

Add item

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

9. Related Courses at Other Institutions

Comparable Courses at NJ Community Colleges

Institution	Mercer County CC
Course Title	The Holocaust and Other Genocides
Course Number	HIS 215
Number of Credits	3
Comments	

Institution	Brookdale CC
Course Title	Dimensions of the Holocaust
Course Number	HIST126
Number of Credits	3
Comments	

Institution	Atlantic Cape CC
Course Title	The Holocaust and Genocide

EXHIBIT B - 10

Course Number	HIST117
Number of Credits	3
Comments	

Institution	Bergen CC
Course Title	Genocide and Holocaust
Course Number	HIS-146
Number of Credits	3
Comments	

Institution	Middlesex County College
Course Title	Dim Prej, Genocide & Holocaust
Course Number	HIS-260
Number of Credits	3
Comments	

Transferability of Course

Georgian Court University

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

Kean University

EXHIBIT B - 10

Course Code, Title, and Credits	Transfer Catagory	If non-transferable; select status
HIST 3245 THE HOLOCAUST 1939-1945, 3 cr.	General Education	

Monmouth University

Course Code, Title, and Credits	Transfer Catagory	If non-transferable; select status
HS-359 The Holocaust, 3 cr.	General Education - HSEU (European History), RE (Race & Ethnicity)	

Rowan University

Course Code, Title, and Credits	Transfer Catagory	If non-transferable; select status
HIST05075 (GE HISTORY ELECTIVE), 3 cr.	General Education Course, History, Humanities and Language	

Rutgers - New Brunswick, Mason Gross School of the Arts

Course Code, Title, and Credits	Transfer Catagory	If non-transferable; select status
01:510:261 History of the Holocaust, 3 cr.	Social Science and History; historical analysis	

Stockton University

Course Code, Title, and Credits	Transfer Catagory	If non-transferable; select status
HISTEC (HISTORICAL STUDIES ELECTIVE), 3 CR. Humanities, International/Multicultural Course	Humanities, International/Multicultural Course	

If not transferable to any institution, explain:

10. Course Learning Outcomes

Learning Outcomes

	Students who successfully complete this course will be able to:
CLO1	Describe the social, economic, and political forces behind the Holocaust.
CLO2	Identify the major movements, trends, and developments in the Holocaust.
CLO3	Analyze the important role of the Holocaust in shaping the modern world.
CLO4	Examine key historiographical debates in the history of the Holocaust.
CLO5	Explore and critique a variety of primary and secondary sources.
CLO6	Discuss attempts to resist the Nazis, and about individuals who worked to save Jewish people.
CLO7	Critically think about the ethical dilemmas facing perpetrators, victims, and bystanders in the Holocaust.
CLO8	Identify historical trends and antecedents that led up to, and culminated in, the Final Solution.
CLO9	Examine the destructive nature of prejudice, focusing on the Holocaust as the extreme outcome of institutionalized prejudice.

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	Anti-Semitism throughout the Ages	Lectures, readings, educational videos, short films, in-class exercises, and discussion.	Quizzes, tests, research papers, group projects, and oral presentations.	1, 4-5, 8-9
TO2	Weimar Germany & Rise of the Nazis	Lectures, readings, educational videos, short films, in-class exercises, and discussion.	Quizzes, tests, research papers, group projects, and oral presentations.	1-2, 4-5,8-9
TO3	The Road to the Holocaust, 1933-1938	Lectures, readings, educational videos, short films, in-class exercises, and discussion.	Quizzes, tests, research papers, group projects, and oral presentations.	1-2, 4-6, 8-9

	Major Themes/ Skills	Assignments (Recommended but not limited to)	Assessments (Recommended but not limited to)	Course Learning Outcome(s)
TO4	Second World War	Lectures, readings, educational videos, short films, in-class exercises, and discussion.	Quizzes, tests, research papers, group projects, and oral presentations.	1-2, 4-9
TO5	Final Solution	Lectures, readings, educational videos, short films, in-class exercises, and discussion.	Quizzes, tests, research papers, group projects, and oral presentations.	1-2, 4-9
TO6	Jewish Resistance to the Nazis	Lectures, readings, educational videos, short films, in-class exercises, and discussion.	Quizzes, tests, research papers, group projects, and oral presentations.	1-2, 4-9
TO7	Hitler's Other Victims	Lectures, readings, educational videos, short films, in-class exercises, and discussion.	Quizzes, tests, research papers, group projects, and oral presentations.	1-2, 4-9
TO8	Bystanders & Rescuers	Lectures, readings, educational videos, short films, in-class exercises, and discussion.	Quizzes, tests, research papers, group projects, and oral presentations.	1-9
TO9	Women & the Holocaust	Lectures, readings, educational videos, short films, in-class exercises, and discussion.	Quizzes, tests, research papers, group projects, and oral presentations.	1-2, 4-9
TO10	Postwar Trials	Lectures, readings, educational videos, short films, in-class exercises, and discussion.	Quizzes, tests, research papers, group projects, and oral presentations.	All
TO11	Reparations & Remembrance	Lectures, readings, educational videos, short films, in-class exercises, and discussion.	Quizzes, tests, research papers, group projects, and oral presentations.	1-2, 4-5, 7, 9
TO12	Holocaust Denial	Lectures, readings, educational videos, short	Quizzes, tests, research papers,	3-5, 9

	Major Themes/ Skills	Assignments (Recommended but not limited to)	Assessments (Recommended but not limited to)	Course Learning Outcome(s)
		films, in-class exercises, and discussion.	group projects, and oral presentations.	
TO13	Combatting Prejudice and Genocide in the 21st Century	Lectures, readings, educational videos, short films, in-class exercises, and discussion.	Quizzes, tests, research papers, group projects, and oral presentations.	3, 9

12. Methods of Instruction

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

Lectures, Audio-visual material and class participation.
Written Assignments.

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

Information

Communication-Written and Oral Yes

Related Course Learning Outcome 1-9

Related Outline Component 1-13

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

Quiz, exam, research paper, group project, oral presentation, group presentation

Quantitative Knowledge and Skills

Scientific Knowledge and Reasoning

Technological Competency

Information Literacy Yes

Related Course Learning Outcome 1-9

Related Outline Component 1-13

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

Quiz, exam, research paper, group project, oral presentation, group presentation

Society and Human Behavior

Humanistic Perspective Yes

Related Course Learning Outcome 1-9

Related Outline Component 1-13

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

Quiz, exam, research paper, group project, oral presentation, group presentation

Historical Perspective Yes

Related Course Learning Outcome 1-9

Related Outline Component 1-13

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

Quiz, exam, research paper, group project, oral presentation, group presentation

Global and Cultural Awareness

EXHIBIT B - 10

Ethical Reasoning and Action

Independent/Critical Thinking Yes

Related Course Learning Outcome 1-9

Related Outline Component 1-13

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

Quiz, exam, research paper, group project, oral presentation, group presentation

14. Needs

Instructional Materials (text etc.):

Text/ Dry Erase Board / Dry Erase Marker

Technology Needs:

Computer/ Projector/ Media Player

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

Presently Employed

Facility Needs:

N/A

Library needs:

N/A

15. Grade Determinants

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

A: Excellent

B+: Very Good

B: Good

C+: Above Average

C: Average

D: Below Average

F: Failure

I: Incomplete

R: Audit

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

Reviewer
Comments

Kathryn Kingsbury (kkingsbury) (01/27/23 4:14 pm): Rollback: Under Section 13 - You list Related Outline Component: 1-21 for each of the selected goals. Should the numbers correspond with the Topical Outline numbers which I see as 1-13?

Susan O'Connor (soconnor) (03/06/23 1:36 pm): Rollback: No action needed - workflow

Key: 2274

EXHIBIT B-11

Course Change Request

New Course Proposal

Date Submitted: 02/08/23 8:51 am

Viewing: PSYC 272 : Positive Psychology

Last edit: 02/16/23 2:59 pm

Changes proposed by: Noah Ringler (nringler)

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. 08/09/22 2:49 pm Johanna Riemen (jriemen): Approved for BS Academic Administrator
2. 08/25/22 9:39 am Rosann Bar (rbar): Rollback to BS Academic Administrator for BS Dean
3. 08/25/22 1:29 pm Johanna Riemen (jriemen): Approved

EXHIBIT B - 11

for BS Academic Administrator

4. 11/09/22 11:09 am Rosann Bar (rbar): Rollback to Initiator
5. 02/08/23 10:03 am Katherine Toy (ktoy): Approved for BS Academic Administrator
6. 02/16/23 2:52 pm Rosann Bar (rbar): Approved for BS Dean
7. 02/16/23 3:00 pm Susan O'Connor (soconnor): Approved for Director of Curriculum
8. 02/23/23 4:35 pm Heather Sciarappa (hsciarappa): Approved for Curriculum Committee Chair
9. 03/02/23 4:06 pm Robert Marchie (rmarchie): Approved for Senate Chair
10. 03/02/23 4:17 pm Joseph Konopka (jkonopka): Approved for Vice President of Academic Affairs
11. 03/06/23 1:36 pm Susan O'Connor (soconnor): Rollback to Vice President of

Academic Affairs for President's Leadership Team Chair

1. Course Information

Subject	PSYC - Psychology
School	Business and Social Sciences
Course Title	Positive Psychology

2. Hours

Semester Hours	3
Lecture	3
Lab	0
Practicum	0

3. Catalog Description

For display in the online catalog

What does it mean to be happy? What makes life worth living? This course will explore scientifically validated strategies for living a more satisfying life. Together, students will learn what psychological science can teach us about how to be happier and how to feel less stressed. Furthermore, students will have the opportunity to put these lessons into practice and try to build habits that facilitate living a happier and more fulfilling life.

4. Requisites

Prerequisites

PSYC 172

Corequisites

5. Course Type

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

6. Justification

Describe the need for this course

Based on research, this course provides students with real-world, practical guidance on how to maximize their well-being and skillfully navigate life's inevitable challenges. Furthermore, this course will supplement core psychology courses and assist students in fulfilling degree requirements at a four-year institution.

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	Build Resilience through Innovation, Reinvention, and New Programs through the introduction of a new psychology course which is directly transferable to a number of four year colleges and universities in the state of New Jersey
2	Increase partnerships with colleges and universities with whom students currently have high levels of transfer
3	Create a student-centered course that emphasizes well-being

EXHIBIT B - 11

9. Related Courses at Other Institutions

Comparable Courses at NJ Community Colleges

Institution	Brookdale CC
Course Title	Positive Psychology
Course Number	219
Number of Credits	3
Comments	

Transferability of Course

Georgian Court University

Course Code, Title, and Credits	Transfer Catagory	If non-transferable; select status
PS 231 Positive Psychology in Theory, Practice, & Life (3)	Elective	

Kean University

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

Monmouth University

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

Rowan University

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

EXHIBIT B - 11

Rutgers - New Brunswick, Mason Gross School of the Arts

Course Code, Title, and Credits	Transfer Catagory	If non-transferable; select status
Psychology Elective (maximum of 6-credits)	Elective	

Stockton University

Course Code, Title, and Credits	Transfer Catagory	If non-transferable; select status
Psychology Elective	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	Compare and contrast different approaches to defining and measuring happiness and well-being.
CLO2	Summarize the most prominent theories and research in Positive Psychology.
CLO3	Apply Positive Psychology interventions to enhance personal well-being.
CLO4	Describe the history of Positive Psychology and how it complements traditional psychology.
CLO5	Identify the impact of culture on the effectiveness of Positive Psychology Interventions.

11. Topical Outline

(include as many themes/skills as needed)

EXHIBIT B - 11

	Major Themes/ Skills	Assignments (Recommended but not limited to)	Assessments (Recommended but not limited to)	Course Learning Outcome(s)
TO1	Introduction & History of Positive Psychology	1. Lecture 2. Reflection Papers 3. Group Work 4. Experiential learning	1. Quizzes 2. Written Assignments 3. Experiential learning	CLO1, CLO4, CLO5
TO2	Emotion & Models of Happiness	1. Lecture 2. Reflection Papers 3. Group Work 4. Experiential learning	1. Quizzes 2. Written Assignments 3. Experiential learning	CLO1, CLO 2, CLO3
TO3	Subjective Well-Being	1. Lecture 2. Reflection Papers 3. Group Work 4. Experiential learning	1. Quizzes 2. Written Assignments 3. Experiential learning	CLO1, CLO 2, CLO3, CLO4
TO4	Flow & Mindfulness	1. Lecture 2. Reflection Papers 3. Group Work 4. Experiential learning	1. Quizzes 2. Written Assignments 3. Experiential learning	CLO 2, CLO3
TO5	Romantic Relationships & Family	1. Lecture 2. Reflection Papers 3. Group Work 4. Experiential learning	1. Quizzes 2. Written Assignments 3. Experiential learning	CLO 2, CLO3, CLO5
TO6	Positive Health	1. Lecture 2. Reflection Papers 3. Group Work 4. Experiential learning	1. Quizzes 2. Written Assignments 3. Experiential learning	CLO 2, CLO3, CLO5
TO7	Creativity & Genius	1. Lecture 2. Reflection Papers 3. Group Work 4. Experiential learning	1. Quizzes 2. Written Assignments 3. Experiential learning	CLO 2, CLO3
TO8	Well-Being Across the Life Span	1. Lecture 2. Reflection Papers 3. Group Work 4. Experiential learning	1. Quizzes 2. Written Assignments 3. Experiential learning	CLO1, CLO 2, CLO3, CLO5
TO9	Optimizing Well-Being & Human Potential	1. Lecture 2. Reflection Papers	1. Quizzes 2. Written Assignments	CLO1, CLO 2, CLO3, CLO5

EXHIBIT B - 11

	Major Themes/ Skills	Assignments (Recommended but not limited to)	Assessments (Recommended but not limited to)	Course Learning Outcome(s)
		3. Group Work 4. Experiential learning	3. Experiential learning	
TO10	Religion & Spirituality	1. Lecture 2. Reflection Papers 3. Group Work 4. Experiential learning	1. Quizzes 2. Written Assignments 3. Experiential learning	CLO1, CLO 2, CLO3
TO11	Positive Institutions and Culture	1. Lecture 2. Reflection Papers 3. Group Work 4. Experiential learning	1. Quizzes 2. Written Assignments 3. Experiential learning	CLO1, CLO 2, CLO3, CLO5
TO12	The Future of Positive Psychology	1. Lecture 2. Reflection Papers 3. Group Work 4. Experiential learning	1. Quizzes 2. Written Assignments 3. Experiential learning	CLO2, CLO4

12. Methods of Instruction

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

Lecture, problem-sets, self-application

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 Yes

Related Course Learning Outcome CLO2, CLO3

Related Outline Component TO1, TO2, TO3, TO4, TO5, TO6, TO7, TO8, TO9, T10, T11, T12

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

1. Quizzes
2. Written Assignments

Society and Human Behavior Yes

Related Course Learning Outcome CLO1, CLO2, CLO4, CLO5

Related Outline Component TO2, TO3, TO4, TO5, TO6, TO7, TO8, TO9, T10, T11

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

1. Quizzes
2. Written Assignments

Humanistic Perspective

Historical Perspective

Global and Cultural Awareness

Ethical Reasoning and Action

Independent/Critical Thinking

14. Needs

Instructional Materials (text etc.):

Appropriate textbook will be chosen by the department

Technology Needs:

Students will need access to the library database

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

Presently Employed

Facility Needs:

Library Database

Library needs:

NA

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.

EXHIBIT B-12

EXHIBIT B - 12

Course Change Request

Date Submitted: 02/07/23 5:51 pm

Viewing: SOCI 181 : Introduction to Sociology

Last approved: 10/27/21 1:20 pm

Last edit: 02/10/23 8:26 am

Changes proposed by: Chad Sexton (csexton)

Catalog Pages referencing this course

- Approved General Education Courses
- Criminal Justice (CRIM)
- Sociology (SOCI)

Programs referencing this course

- AS.CJ: Criminal Justice, Associate in Science
- AA.GLOBL: Global Studies, Associate in Arts
- AS.OTA: Occupational Therapy Assistant, Associate in Science
- AS.PSYR: Psychosocial Rehabilitation, Associate in Science
- AS.PBS: Public Service, Associate in Science
- AS.SW: Social Work, Associate in Science
- AAS.HS: Health 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. 02/07/23 6:51 pm Katherine Toy (ktoy): Approved for BS Academic Administrator
2. 02/08/23 10:58 am Susan O'Connor (soconnor): Approved for BS Dean
3. 02/10/23 8:24 am Susan O'Connor (soconnor): Approved for

EXHIBIT B - 12

Director of Curriculum
4. 02/23/23 4:35 pm Heather Sciarappa (hsciarappa): Approved for Curriculum Committee Chair
5. 03/02/23 4:06 pm Robert Marchie (rmarchie): Approved for Senate Chair
6. 03/02/23 4:17 pm Joseph Konopka (jkonopka): Approved for Vice President of Academic Affairs
7. 03/06/23 1:36 pm Susan O'Connor (soconnor): Rollback to Vice President of Academic Affairs for President's Leadership Team Chair

History

1. Oct 27, 2021 by Susan O'Connor (soconnor)

1. Course Information

Subject	SOCI - Sociology
School	Business and Social Sciences
Course Title	Introduction to Sociology

EXHIBIT B - 12

2. Hours

Semester Hours	3.00000
Lecture	3
Lab	0
Practicum	0

3. Catalog Description

For display in the online catalog

This course presents the fundamental concepts, sociological perspectives, and methods of social research. Course topics include culture, socialization, deviance, social class, race and ethnicity, and gender and sexuality.

4. Requisites

Prerequisites

None

Corequisites

None

5. Course Type

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

6. Justification

Describe the need for this course

~~This course is a prerequisite and foundation for most upper-level sociologycourses.~~ This course can be used to fulfill general education requirements in ~~In addition, it is a requirement for~~ the categories of social science and diversity (pending NJCCC approval), and it fulfills a program-specific requirement for the Criminal Justice Degree.

7. General Education

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

Yes

General Education Category

Diversity

Social Science

General Education Status Approved

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

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

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

9. Related Courses at Other Institutions

Comparable Courses at NJ Community Colleges

Institution Brookdale CC

EXHIBIT B - 12

Course Title	Principles of Sociology
Course Number	SOCI101
Number of Credits	3
Comments	

Institution	Middlesex County College
Course Title	Introduction to Sociology
Course Number	SOC-121
Number of Credits	3
Comments	

Institution	Rowan College at Burlington County
Course Title	Principles of Sociology
Course Number	SOC-101
Number of Credits	3
Comments	

Institution	Union County College
Course Title	Principles of Sociology
Course Number	SOC-101
Number of Credits	3
Comments	

Transferability of Course

Georgian Court University

Course Code, Title, and Credits	Transfer Catagory	If non-transferable; select status
SO 101, Principles of Sociology, 3 credits	GenEd: Social Science	

Kean University

Course Code, Title, and Credits	Transfer Catagory	If non-transferable; select status
SOC1000, Intro. to Sociology, 3 credits	GenEd: Social Science	

Monmouth University

Course Code, Title, and Credits	Transfer Catagory	If non-transferable; select status
SO101, Introduction to Sociology, 3 credits	GenEd: Social Science	

Rowan University

Course Code, Title, and Credits	Transfer Catagory	If non-transferable; select status
SOC08120, Intro. to Sociology, 3 credits	GenEd: Social and Behavioral Sciences	

Rutgers - New Brunswick, Mason Gross School of the Arts

Course Code, Title, and Credits	Transfer Catagory	If non-transferable; select status
01920101, Introduction to Sociology, 3 credits	GenEd: Social Analysis	

Stockton University

Course Code, Title, and Credits	Transfer Catagory	If non-transferable; select status
SOCY1100, Introduction to Sociology, 3 credits	GenEd: International/Multi-cultural Course, Social and Behavioral Sciences	

If not transferable to any institution, explain:

10. Course Learning Outcomes

Learning Outcomes

	Students who successfully complete this course will be able to:
CLO1	Apply sociology concepts and theories to everyday life.
CLO2	Identify relationships between the individual and society.
CLO3	Analyze factors contributing to social inequality and its consequences.
CLO4	Describe how sociologists conduct research.
CLO5	Demonstrate knowledge of the main sociological perspectives.
CLO6	Examine the cultural, racial, gender, and economic diversity that exists in the U.S. from a sociological perspective.

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	Theme: Sociological Perspective Content: a. Structural Functionalism b. Conflict Theory c. Symbolic Interaction	A reading assignment, class discussion, or writing component	A quiz, exam, activity, assignment, project, paper, or presentation	CLO1, CLO2, CLO4, CLO5
TO2	Theme: Sociological Research Methods Content: a. Scientific Method	A reading assignment, class discussion, or writing component	A quiz, exam, activity, assignment, project, paper, or presentation	CLO1, CLO2, CLO4

EXHIBIT B - 12

	Major Themes/ Skills	Assignments (Recommended but not limited to)	Assessments (Recommended but not limited to)	Course Learning Outcome(s)
	b. Research Methods c. Research Ethics			
TO3	Theme: Culture Content: a. Material Culture b. Symbolic Culture	A reading assignment, class discussion, or writing component	A quiz, exam, activity, assignment, project, paper, or presentation	CLO1, CLO2, CLO6
TO4	Theme: Socialization Content: a. Theories of Socialization b. Agents of Socialization	A reading assignment, class discussion, or writing component	A quiz, exam, activity, assignment, project, paper, or presentation	CLO1, CLO2
TO5	Theme: Groups Content: a. Group Dynamics b. Social Influence c. Leadership	A reading assignment, class discussion, or writing component	A quiz, exam, activity, assignment, project, paper, or presentation	CLO1, CLO2
TO6	Theme: Deviance Content: a. Theories of Deviance b. Crime and Punishment	A reading assignment, class discussion, or writing component	A quiz, exam, activity, assignment, project, paper, or presentation	CLO1-CLO3
TO7	Theme: Social Class Content: a. Systems of Stratification b. Social Classes in the U.S. c. Social Mobility d. Poverty	A reading assignment, class discussion, or writing component	A quiz, exam, activity, assignment, project, paper, or presentation	CLO1-CLO3, CLO6
TO8	Theme: Race and Ethnicity Content: a. Race b. Ethnicity c. Racism d. Intergroup Relations	A reading assignment, class discussion, or writing component	A quiz, exam, activity, assignment, project, paper, or presentation	CLO1-CLO3, CLO6
TO9	Theme: Gender and Sexuality Content:	A reading assignment, class discussion, or writing component	A quiz, exam, activity, assignment, project, paper, or presentation	CLO1-CLO3, CLO6

	Major Themes/ Skills	Assignments (Recommended but not limited to)	Assessments (Recommended but not limited to)	Course Learning Outcome(s)
	a. Sex b. Gender c. Gender Socialization			

12. Methods of Instruction

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

Class sessions will be devoted to lectures, discussions, and films.
Lectures will clarify difficult readings and introduce critical and supplementary material to provide a more in-depth analysis of key concepts and theories.

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 Yes

Related Course Learning Outcome CLO1-CLO6

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Related Outline Component: TO1-TO9

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

Quiz, exam, activity, assignment, project, paper, or presentation

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Humanistic Perspective

Historical Perspective

Global and Cultural Awareness: Yes

Related Course Learning Outcome: CLO1-CLO3, CLO6

Related Outline Component: TO3

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

Quiz, exam, activity, assignment, project, paper, or presentation

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Ethical Reasoning and Action

Independent/Critical Thinking: Yes

Related Course Learning Outcome: CLO1-CLO4

Related Outline Component: TO1-TO9

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

Quiz, exam, activity, assignment, project, paper, or presentation

14. Needs

Instructional Materials (text

EXHIBIT B - 12

etc.):

An appropriate textbook will be selected. Please contact the Department Office for current adoptions.

Technology Needs:

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

Facility Needs:

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

EXHIBIT B - 12

History of Board approval dates

Revised: October 2004, August 2006
Board of Trustees Approval Date: November 5, 2007
Board of Trustees Approval Date: April 26, 2010
Board of Trustees Approval Date: March 26, 2012
Board of Trustees Approval Date: May 28, 2013
Board of Trustees Approval Date: November 3, 2016

Reviewer Comments

Susan O'Connor (soconnor) (02/10/23 8:26 am): The general education NJCCC form for this course will be sent separately to the curriculum committee and posted as part of the meeting's supporting documentation.

Susan O'Connor (soconnor) (03/06/23 1:36 pm): Rollback: No action needed - workflow

Key: 2008

EXHIBIT B-13

Course Change Request

Date Submitted: 02/07/23 3:20 pm

Viewing: SOCI 231 : Social Problems

Last approved: 10/27/21 1:20 pm

Last edit: 02/10/23 8:26 am

Changes proposed by: Katherine Toy (ktoy)

Catalog Pages referencing this course

Sociology (SOCI)

Programs referencing this course

AS.CJ: Criminal Justice, Associate in Science

AA.GLOBL: Global Studies, Associate in Arts

AS.PBS: Public Service, Associate in Science

AS.ACS.SOWK: Advanced and Continuous Studies, Associate in Science

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. 02/07/23 3:26 pm Katherine Toy (ktoy): Approved for BS Academic Administrator
2. 02/08/23 10:58 am Susan O'Connor (soconnor): Approved for BS Dean
3. 02/10/23 8:25 am Susan O'Connor (soconnor): Approved for

Director of Curriculum
4. 02/23/23 4:35 pm Heather Sciarappa (hsciarappa): Approved for Curriculum Committee Chair
5. 03/02/23 4:06 pm Robert Marchie (rmarchie): Approved for Senate Chair
6. 03/02/23 4:17 pm Joseph Konopka (jkonopka): Approved for Vice President of Academic Affairs
7. 03/06/23 1:36 pm Susan O'Connor (soconnor): Rollback to Vice President of Academic Affairs for President's Leadership Team Chair

History

1. Oct 27, 2021 by Susan O'Connor (soconnor)

1. Course Information

Subject	SOCI - Sociology
School	Business and Social Sciences
Course Title	Social Problems

2. Hours

Semester Hours	3.00000
Lecture	3
Lab	0
Practicum	0

3. Catalog Description

For display in the online catalog

This course explores the ways that social issues become defined as social problems and it looks at the consequences of those definitions. Students will identify and analyze a wide range of domestic as well as international social problems and they will develop tentative solutions to those problems. Problems associated with the following topics may be considered: the economy, politics, work, family, education, urban living, social class, race and ethnicity, gender and sexuality, the media, the criminal justice system, drugs, health, and aging. Global problems related to population, global inequality, technology, the environment, war, and terrorism will also be addressed.

4. Requisites

Prerequisites

None ~~SOCI 181~~

Corequisites

None

5. Course Type

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

6. Justification

Describe the need for this course

~~This course builds on course content presented in Introduction toSociology.~~This course can be used to fulfill general education requirements in ~~In addition, it fulfills~~ the categories of social

science and diversity (pending NJCCC approval), and it fulfills a program-specific ~~Social Science course~~ requirement for the Criminal Justice Degree.

7. General Education

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

Yes ~~No~~

General Education Category

Diversity

Social Science

General Education Status Proposed

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

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

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

9. Related Courses at Other Institutions

Comparable Courses at NJ Community Colleges

Institution	Brookdale CC
Course Title	Analysis of Social Problems
Course Number	SOCI202
Number of Credits	3
Comments	

Institution	Rowan College at Burlington County
Course Title	Social Problems
Course Number	SOC-201
Number of Credits	3
Comments	

Institution	Union County College
Course Title	Social Problems
Course Number	SOC-102
Number of Credits	3
Comments	

Institution	Middlesex County College
Course Title	Contemporary Social Problems
Course Number	SOC-131

Number of Credits 3

Comments

Transferability of Course

Georgian Court University

Course Code, Title, and Credits	Transfer Catagory	If non-transferable; select status
01920103, Sociological Analysis of Social Prob, 3 credits	GenEd Area(s): Social Analysis	

Kean University

Course Code, Title, and Credits	Transfer Catagory	If non-transferable; select status
SWEC, Social Work Elective Course, 3 credits	Elective	

Monmouth University

Course Code, Title, and Credits	Transfer Catagory	If non-transferable; select status
SOCY1105, Social Problems, 3 credits	GenEd Area(s): Social and Behavioral Sciences	

Rowan University

Course Code, Title, and Credits	Transfer Catagory	If non-transferable; select status
SO102, Social Problems, 3 credits	GenEd Area(s): Social Sciences	

Rutgers - New Brunswick, Mason Gross School of the Arts

Course Code, Title, and Credits	Transfer Catagory	If non-transferable; select status
SOCX1003, Sociology Free Elective, 3 credits	Elective	

Stockton University

EXHIBIT B - 13

Course Code, Title, and Credits	Transfer Catagory	If non-transferable; select status
SOC08221, Social Problems, 3 credits	GenEd Area(s): General Education Course, Social and Behavioral Sciences	

If not transferable to any institution, explain:

10. Course Learning Outcomes

Learning Outcomes

	Students who successfully complete this course will be able to:
CLO1	Discuss prevalent social problems that occur within the United States.
CLO2	Identify serious social problems that are global in nature.
CLO3	Explain how social problems are constructed.
CLO4	Examine the extent of social problems.
CLO5	Analyze social problems from the major theoretical perspectives in sociology.
CLO6	Compare solutions to social problems from multiple viewpoints.

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	Theme: Social Inequality Content: a. Poverty b. Race and Ethnicity c. Gender d. Aging	Including, but not limited to, a reading assignment, class discussion, or writing component	Including, but not limited to, a quiz, exam, activity, assignment, project, paper, or presentation	CLO1-CLO6
TO2	Theme: Deviance and Well-Being	Including, but not limited to, a reading assignment,	Including, but not limited to, a quiz, exam, activity,	CLO1-CLO6

	Major Themes/ Skills	Assignments (Recommended but not limited to)	Assessments (Recommended but not limited to)	Course Learning Outcome(s)
	Content: a. Crime b. Sexuality c. Drugs d. Health	class discussion, or writing component	assignment, project, paper, or presentation	
TO3	Theme: Social Institutions Content: a. Economy b. Politics c. Work d. Family e. Education f. Urban Living	Including, but not limited to, a reading assignment, class discussion, or writing component	Including, but not limited to, a quiz, exam, activity, assignment, project, paper, or presentation	CLO1-CLO6
TO4	Theme: Global Problems Content: a. Population b. Inequality c. Technology d. Environment e. War f. Terrorism	Including, but not limited to, a reading assignment, class discussion, or writing component	Including, but not limited to, a quiz, exam, activity, assignment, project, paper, or presentation	CLO1-CLO6

12. Methods of Instruction

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

Lectures,
Discussions, and
Films.

Lectures will clarify difficult readings and introduce critical and supplementary material to provide a more in-depth analysis of key concepts and theories.

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 Yes

Related Course Learning Outcome CLO1-CLO6

Related Outline Component TO1-TO4

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

Including, but not limited to, a quiz, exam, activity, assignment, project, paper, or presentation

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Humanistic Perspective

Historical Perspective

Global and Cultural Awareness Yes

Related Course Learning Outcome CLO1-4; CLO6

Related Outline Component TO4

EXHIBIT B - 13

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

Including, but not limited to, a quiz, exam, activity, assignment, project, paper, or presentation

---

Ethical Reasoning and Action

Independent/Critical Thinking Yes

Related Course Learning Outcome CLO1-CLO6

Related Outline Component TO1-TO4

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

Including, but not limited to, a quiz, exam, activity, assignment, project, paper, or presentation

14. Needs

Instructional Materials (text etc.):

An appropriate textbook will be selected. Please contact the Department Office for current adoptions.

Technology Needs:

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

Facility Needs:

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

Revised: October 2004, August 2006
Board of Trustees Approval Date: January 28, 2008
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

Susan O'Connor (soconnor) (02/10/23 8:26 am): The general education NJCCC form for this course will be sent separately to the curriculum committee and posted as part of the meeting's supporting documentation.

Susan O'Connor (soconnor) (03/06/23 1:36 pm): Rollback: No action needed - workflow

Key: 2011

EXHIBIT B-14

Course Change Request

Date Submitted: 02/07/23 3:22 pm

Viewing: SOCI 238 : Race and Ethnicity

Last approved: 10/27/21 1:21 pm

Last edit: 02/10/23 8:27 am

Changes proposed by: Katherine Toy (ktoy)

Catalog Pages referencing this course

Approved General Education Courses

Sociology (SOCI)

Programs referencing this course

AS.CJ: Criminal Justice, Associate in Science

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. 02/07/23 3:26 pm Katherine Toy (ktoy): Approved for BS Academic Administrator
2. 02/08/23 10:58 am Susan O'Connor (soconnor): Approved for BS Dean
3. 02/10/23 8:25 am Susan O'Connor (soconnor): Approved for

EXHIBIT B - 14

Director of Curriculum
4. 02/23/23 4:35 pm Heather Sciarappa (hsciarappa): Approved for Curriculum Committee Chair
5. 03/02/23 4:06 pm Robert Marchie (rmarchie): Approved for Senate Chair
6. 03/02/23 4:17 pm Joseph Konopka (jkonopka): Approved for Vice President of Academic Affairs
7. 03/06/23 1:37 pm Susan O'Connor (soconnor): Rollback to Vice President of Academic Affairs for President's Leadership Team Chair

History

1. Oct 27, 2021 by Susan O'Connor (soconnor)

1. Course Information

Subject	SOCI - Sociology
School	Business and Social Sciences
Course Title	Race and Ethnicity

EXHIBIT B - 14

2. Hours

Semester Hours	3.00000
Lecture	3
Lab	0
Practicum	0

3. Catalog Description

For display in the online catalog

This course deals with core concepts andissues related to race and ethnic relations and patterns of immigration. It examines the concept of stereotyping, the differentiation between prejudice and discrimination, and the spectrum of intergroup relations, ranging from pluralism to extermination. The history and experiences of select racial, ethnic, religious, and cultural subgroups in American society will be explored.

4. Requisites

Prerequisites

None ~~SOCI 181~~

Corequisites

None

5. Course Type

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

6. Justification

Describe the need for this course

~~This course builds on course content presented in Introduction toSociology.~~This course can be used to ~~In addition, it may~~ fulfill general education requirements in the categories of social science ~~General Education Diversity requirement, the Liberal Arts Diversity requirement~~ and diversity (pending NJCCC approval), and it fulfills a program-specific requirement ~~the Social Science requirement~~ for the Criminal Justice Degree.

7. General Education

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

Yes

General Education Category

Diversity

Social Science

General Education Status Proposed ~~Approved~~

If the course does not satisfy a

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

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

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

9. Related Courses at Other Institutions

EXHIBIT B - 14

Comparable Courses at NJ Community Colleges

Institution	Brookdale CC
Course Title	Sociology of Minorities
Course Number	SOCI216
Number of Credits	3
Comments	

Institution	Rowan College at Burlington County
Course Title	Minority Groups
Course Number	SOC-210
Number of Credits	3
Comments	

Institution	Union County College
Course Title	Minorities in Amer Life
Course Number	SOC-206
Number of Credits	3
Comments	

Institution	Middlesex County College
Course Title	Diversity and Multiculturalism in U.S. Society
Course Number	SOC-205
Number of Credits	3
Comments	

EXHIBIT B - 14

Transferability of Course

Georgian Court University

Course Code, Title, and Credits	Transfer Catagory	If non-transferable; select status
SW253, Human Rights and Social Justice, 3 credits	Elective	

Kean University

Course Code, Title, and Credits	Transfer Catagory	If non-transferable; select status
SOC2300, Amer Ethnic & Racial Groups, 3 credits	General Education	

Monmouth University

Course Code, Title, and Credits	Transfer Catagory	If non-transferable; select status
SO252, Race and Ethnicity, 3 credits	General Education	

Rowan University

Course Code, Title, and Credits	Transfer Catagory	If non-transferable; select status
SOC08230, Minority Groups, 3 credits	General Education	

Rutgers - New Brunswick, Mason Gross School of the Arts

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

Stockton University

Course Code, Title, and Credits	Transfer Catagory	If non-transferable; select status
SOCY2213, Minority-Majority Relatn, 3 credits	General Education	

If not transferable to any institution, explain:

10. Course Learning Outcomes

Learning Outcomes

	Students who successfully complete this course will be able to:
CLO1	Discuss the concepts of race and ethnicity and the impact of these social phenomena on groups and individuals.
CLO2	Describe the history and intergroup experiences of various American ethnic, racial, religious, and cultural subgroups.
CLO3	Determine the causes of prejudice and ways in which it can be reduced.
CLO4	Examine various forms of discrimination, including hate crimes and institutional discrimination.
CLO5	Explain the consequences of legal and illegal immigration to the United States.
CLO6	Demonstrate an understanding of the ethnic diversity prevalent in the United States.

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	Theme: Prejudice Content: a. Theories of Prejudice b. Stereotypes	Reading assignment, class discussion, or writing component	Quiz, exam, activity, assignment, project, paper, or presentation	CLO1, CLO3
TO2	Theme: Discrimination Content: a. Individual Discrimination	Reading assignment, class discussion, or writing component	Quiz, exam, activity, assignment, project, paper, or presentation	CLO1, CLO2, CLO4

	Major Themes/ Skills	Assignments (Recommended but not limited to)	Assessments (Recommended but not limited to)	Course Learning Outcome(s)
	b. Institutional Discrimination			
TO3	Theme: Immigration Content: a. Patterns of Immigration b. Illegal Immigration	Reading assignment, class discussion, or writing component	Quiz, exam, activity, assignment, project, paper, or presentation	CLO1, CLO2, CLO5, CLO6
TO4	Theme: Race and Ethnicity Content: a. Social Construction of Race b. Ethnic Diversity b. Religious Diversity	Reading assignment, class discussion, or writing component	Quiz, exam, activity, assignment, project, paper, or presentation	CLO1, CLO2, CLO5, CLO6
TO5	Theme: Native Americans Content: a. History b. Identity c. Patterns of Intergroup Contact d. Contemporary Issues	Reading assignment, class discussion, or writing component	Quiz, exam, activity, assignment, project, paper, or presentation	CLO1, CLO2, CLO5, CLO6
TO6	Theme: African Americans Content: a. History b. Identity c. Patterns of Intergroup Contact d. Contemporary Issues	Reading assignment, class discussion, or writing component	Quiz, exam, activity, assignment, project, paper, or presentation	CLO1, CLO2, CLO5, CLO6
TO7	Theme: Latinos (Mexicans, Puerto Ricans, Cubans) Content: a. History b. Identity c. Patterns of Intergroup Contact d. Contemporary Issues	Reading assignment, class discussion, or writing component	Quiz, exam, activity, assignment, project, paper, or presentation	CLO1, CLO2, CLO5, CLO6

EXHIBIT B - 14

	Major Themes/ Skills	Assignments (Recommended but not limited to)	Assessments (Recommended but not limited to)	Course Learning Outcome(s)
TO8	Theme: Asian Americans (Chinese, Japanese) Content: a. History b. Identity c. Patterns of Intergroup Contact d. Contemporary Issues	Reading assignment, class discussion, or writing component	Quiz, exam, activity, assignment, project, paper, or presentation	CLO1, CLO2, CLO5, CLO6

12. Methods of Instruction

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

Lecture and
Discussion,
Video presentations
Individual and group activities.

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

Information

Communication-Written and Oral

Related Course
Related Outline
Assessment of General Educatio

Quantitative Knowledge and Skills

Related Course
Related Outline
Assessment of General Education C

Scientific Knowledge and Reasoning

Related Course

Assessment of General Education Goa

Technological Competency

Related Course
Related Outline
Assessment of General Education Goal (R

Information Literacy

Related Course
Related Outline
Assessment of General Education Goal (Reco

Society and Human Behavior Yes

Related Course Learning Outcome CLO1-CLO6

Related Outline Component TO1-TO8

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

Quiz, exam, activity, assignment, project, paper, or presentation

Humanistic Perspective

Related Course
Related Outline
Assessment of General Education Goal (Recomr

Historical Perspective Yes

Related Course Learning Outcome CLO2, CLO5

Related Outline Component TO3, TO5, TO6, TO7, TO8

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

Quiz, exam, activity, assignment, project, paper, or presentation

Global and Cultural Awareness Yes

EXHIBIT B - 14

Related Course Learning Outcome: CLO2, CLO6

Related Outline Component: TO3, TO4, TO5, TO6, TO7, TO8

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

Quiz, exam, activity, assignment, project, paper, or presentation

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Ethical Reasoning and Action

Related Course
Related Outline
Assessment of General Education Goal (Recommend

Independent/Critical Thinking: Yes

Related Course Learning Outcome: CLO1-CLO6

Related Outline Component: TO1-TO8

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

Quiz, exam, activity, assignment, project, paper, or presentation

14. Needs

Instructional Materials (text etc.):

An appropriate textbook will be selected. Please contact the Department Office for current adoptions.

Technology Needs:

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

Facility Needs:

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

Revised: October 2004, August 2006
Board of Trustees Approval Date: January 28, 2008
Board of Trustees Approval Date: March 26, 2012
Board of Trustees Approval Date: January 26, 2017

EXHIBIT B-15

EXHIBIT B - 15

Program Change Request

A deleted record cannot be edited

Program Inactivation Proposal

Date Submitted: 01/09/23 10:59 am

Viewing: AA.GLOBL : Global Studies, Associate in Arts

Last approved: 01/26/21 6:59 pm

Last edit: 01/09/23 10:59 am

Changes proposed by: Susan O'Connor (soconnor)

Catalog Pages Using this Program

Global Studies, Associate in Arts

Final Catalog	2023-2024
Rationale for Inactivation	

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. 01/09/23 11:04 am Susan O'Connor (soconnor): Approved for BS Academic Administrator
2. 01/09/23 1:31 pm Rosann Bar (rbar): Approved for BS Dean
3. 01/09/23 1:49 pm Susan O'Connor (soconnor):

Approved for Director of Curriculum
4. 01/12/23 3:46 pm Heather Sciarappa (hsciarappa): Approved for Curriculum Committee Chair
5. 02/02/23 4:13 pm Robert Marchie (rmarchie): Approved for Senate Chair
6. 02/02/23 4:44 pm Joseph Konopka (jkonopka): Approved for Vice President of Academic Affairs

History

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

"This degree has had low enrollment and students can achieve similar outcomes through the AA Liberal Arts"
Placed on hiatus in spring of 2023 for 23-24 calendar year through termination or reintroduction.

Program Type	Associate of Arts (AA)
Program Title	Global Studies, Associate in Arts
Academic School	Business and Social Sciences

Will this program exceed the programmatic mission level for the Institution?

Effective Catalog Year	2023-2024
Program Code	AA.GLOBL
CIP Code	N/A - N/A

Is this a new program announcement?

Campus(es) where the program will be offered.

Is licensure required of program graduates to gain employment?

Will the institution seek accreditation for this program?

If yes, list the accrediting organization:

List the institutions with which articulation agreements will be arranged

Program Description

The Global Studies program allows students to complete the first two years of their college education by selecting courses from a range of offerings based on their interest and transfer needs. These courses prepare students to transfer to baccalaureate programs with majors in global studies, international politics, and foreign relations.

Program Objectives

EXHIBIT B - 15

Program Goals

	Program goals
PG1	N/A

Program Learning Outcomes

	Students who successfully complete this program will be able to:
PLO1	Demonstrate an understanding of a set of cultural values and beliefs other than their own.
PLO2	Discuss the impact of modernity and technology on tradition and demographic change in lesser developed countries.
PLO3	Apply the knowledge base from many disciplines to the study of the international community.
PLO4	In their native language – and possibly in another world language – demonstrate oral and written language skills which promote global communication.
PLO5	Demonstrate an awareness of international career and study opportunities in government, business, education, and in organizations servicing international concerns.

Learning Outcomes Display (show only)

Course Code	PLO 1	PLO 2	PLO 3	PLO 4	PLO 5
FirstSemester					
ENGL 151					
POLI 101					
HIST 181					
STSC 150					
SecondSemester					
ENGL 152					
POLI 263					
COMM 154					
HIST 182					

Course Code	PLO 1	PLO 2	PLO 3	PLO 4	PLO 5
ANTH 134					
ARTS 181					
ARTS 182					
ARTS 191					
ARTS 205					
ENGL 222					
ENGL 225					
ENGL 226					
ENGL 235					
ENGL 237					
ENGL 255					
ENGL 256					
FILM 190					
GEOG 161					
GEOG 162					
HIST 185					
HIST 272					
HIST 275					
HIST 278					
HIST 280					
HUMN 200					
HUMN 201					
MUSC 194					
PHIL 192					
POLI 265					
POLI 268					
PSYC 175					
RELG 193					
RELG 293					
SOCI 181					

Course Code	PLO 1	PLO 2	PLO 3	PLO 4	PLO 5
SOCI 231					
ANTH 134					
ARTS 181					
ARTS 182					
ARTS 191					
ARTS 205					
ENGL 222					
ENGL 225					
ENGL 226					
ENGL 235					
ENGL 237					
ENGL 255					
ENGL 256					
FILM 190					
GEOG 161					
GEOG 162					
HIST 185					
HIST 272					
HIST 275					
HIST 278					
HIST 280					
HUMN 200					
HUMN 201					
MUSC 194					
PHIL 192					
POLI 263					
POLI 265					
POLI 268					
PSYC 175					
RELG 193					

EXHIBIT B - 15

Course Code	PLO 1	PLO 2	PLO 3	PLO 4	PLO 5
RELG 293					
SOCI 181					
SOCI 231					
FirstSemester					
ENGL 151					
POLI 101					
HIST 181					
STSC 150					
SecondSemester					
ENGL 152					
COMM 154					
HIST 182					

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 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

Program Requirements

Plan of Study Grid

First Semester		Credit Hours
ENGL 151	English I	3
Mathematics Gen. Ed. Requirement [1]		3
POLI 101	Global Issues	3
HIST 181	World Civilization to 1660	3
STSC 150	Student Success Seminar	2
	Credit Hours	14
Second Semester		
ENGL 152	English II	3
POLI 263	Introduction to International Relations	3
or POLI 265	or Comparative Politics and Government	
Global Studies Program Elective		3
COMM 154	Fundamentals of Public Speaking	3
HIST 182	World Civilization From 1660	3
	Credit Hours	15
Third Semester		
Global Studies Program Elective		6
Lab Science Gen. Ed. Requirement [1]		4
Social Science Gen. Ed. Requirement		3
World Language – 1st in a sequence [2]		3
	Credit Hours	16
Fourth Semester		
Global Studies Program Elective - Travel Seminar course preferred		3
Humanities Gen. Ed. Requirement		3
Mathematics or Lab Science Gen. Ed. Requirement [1]		3-4
Technology Gen. Ed. Requirement [1]		3

World Language – 2nd in a sequence [2]	3
Elective to meet 60 credits	0-1
Credit Hours	15-17
Total Credit Hours	60-62

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.

2
World Language Courses (two sequential semesters of a foreign language is required – for example, SPAN I and II).

Global Studies Program Electives

ANTH 134	Cultural Anthropology	3
ARTS 181	Art From Prehistory to Middle Ages	3
ARTS 182	Art From Renaissance to Modern World	3
ARTS 191	The Arts of the Islamic World	3
ARTS 205	Modern Art	3
ENGL 222	Indigenous American Literature	3
ENGL 225	Chinese Literature in Translation	3
ENGL 226	Arabic Literature in Translation	3
ENGL 235	Literature and Myth	3
ENGL 237	Multicultural Fairy and Folk Tales	3
ENGL 255	World Literature Ancient through 1600	3
ENGL 256	World Literature 1600 to Present	3
FILM 190	World Cinema	3
GEOG 161	World Physical Geography	3
GEOG 162	Human Geography	3
HIST 185	Survey of Middle Eastern Civilization	3
HIST 272	History of Russia	3
HIST 275	History and Culture of China	3
HIST 278	History of the Arab World Since World War I	3
HIST 280	Modern Latin American History	3
HUMN 200	Modernism and the Arts	3
HUMN 201	Postmodernism and the Arts	3
MUSC 194	Introduction to World Music	3
PHIL 192	Contemporary Ethical Issues	3
POLI 263	Introduction to International Relations	3
POLI 265	Comparative Politics and Government	3
POLI 268	Women and Politics	3
PSYC 175	Cross-Cultural Psychology	3
RELG 193	World Religions	3

EXHIBIT B - 15

RELG 293	Religious Experiences	3
SOCI 181	Introduction to Sociology	3
SOCI 231	Social Problems	3
Any approved Travel Seminar course		3
World Language courses [2]		3

Degree Requirements Breakdown

GCOM

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

GHUM

Course Code & Title	Credits
WORLD LANGUAGE (I) COURSE	3
WORLD LANGUAGE (II) COURSE	3
GEN. ED. HUMN	3

GHIS

Course Code & Title	Credits
HIST 181	3
HIST 182	3

GSOC

Course Code & Title	Credits
GEN. ED. SOCIAL SCIENCE	3
POLI 101	3

GDIV

Course Code & Title	Credits
POLI 263 OR POLI 265	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

EXHIBIT B - 15

Concentration Courses

Course Code & Title	Credits
GLOBAL STUDIES ELECTIVE	3
GLOBAL STUDIES ELECTIVE	3
GLOBAL STUDIES-TRAVEL	3

Elective Courses

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

Reviewer Comments

Key: 33

EXHIBIT B-16

EXHIBIT B - 16

Program Change Request

A deleted record cannot be edited

Program Inactivation Proposal

Date Submitted: 01/12/23 3:51 pm

Viewing: AS.OTA : Occupational Therapy Assistant, Associate in Science

Last approved: 07/26/21 11:18 pm

Last edit: 01/12/23 3:51 pm

Changes proposed by: Susan O'Connor (soconnor)

Catalog Pages Using this Program	Occupational Therapy Assistant, Associate in Science
Final Catalog	2022-2023
Rationale for Inactivation	

In Workflow

1. NH Academic Administrator
2. NH 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. 02/07/23 10:09 am Mary Fennessy (mfennessy): Approved for NH Academic Administrator
2. 02/08/23 12:47 pm Teresa Walsh (twalsh): Approved for NH Dean
3. 02/10/23 8:16 am Susan O'Connor (soconnor):

EXHIBIT B - 16

Approved for Director of Curriculum
4. 02/23/23 4:35 pm Heather Sciarappa (hsciarappa): Approved for Curriculum Committee Chair
5. 03/02/23 4:05 pm Robert Marchie (rmarchie): Approved for Senate Chair
6. 03/02/23 4:17 pm Joseph Konopka (jkonopka): Approved for Vice President of Academic Affairs
7. 03/06/23 1:34 pm Susan O'Connor (soconnor): Approved for President's Leadership Team Chair
8. 03/06/23 1:35 pm Susan O'Connor (soconnor): Rollback to Vice President of Academic Affairs for President

History

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

Putting program on hiatus until teach-out is complete (if applicable) and eventual termination has been sent through governance. 1/12/23 (per request of nursing dept. -Mary Fennessy and

EXHIBIT B - 16

Tracy Walsh).

Program Type	Associate of Science (AS)
Program Title	Occupational Therapy Assistant, Associate in Science
Academic School	Nursing and Health Sciences
Will this program exceed the programmatic mission level for the Institution?	
Effective Catalog Year	2022-2023
Program Code	AS.OTA
CIP Code	

EXHIBIT B - 16

Is this a new program announcement?

Campus(es) where the program will be offered.

Is licensure required of program graduates to gain employment?

Will the institution seek accreditation for this program?

If yes, list the accrediting organization:

List the institutions with which articulation agreements will be arranged

Program Description

An Associate in Science Degree in Occupational Therapy Assistant is offered in cooperation with the School of Health Professions at Rutgers University. A degree is awarded simultaneously by Ocean County College and Rutgers. 32 of the 35 General Education credits must be taken at Ocean County College; transfer credits cannot be considered. All occupational therapy assistant courses are taken at Rutgers' Piscataway campus, located at 675 Hoes Lane West, Piscataway, NJ, 08854. The Rutgers program director is Deb McKernan-Ace (908-889-2474).

Admission Requirements

Prospective students must apply for admission to this program which has limited and competitive enrollment. To qualify for consideration for admission, a student must be matriculated at OCC, a resident of Ocean County, have a minimum 2.5 cumulative grade point average in the core requirements, have two letters of recommendation (from a faculty member and an Occupational Therapist or OT Assistant), have completed a required 20 hour observation in the field in a clinical setting under the supervision of a licensed Occupational Therapist or Occupational Therapy Assistant, submit an essay, and have a personal interview with the OTA admissions committee at Rutgers. Interested students must complete a Student Information Sheet and submit it to the Ocean County College School of Nursing & Health Sciences.

Program Objectives

Graduates of this program will be able to:

1. Become a COTA (Certified Occupational Therapy Assistant) by successfully passing the National Board for Certification in Occupational Therapy Assistant (NBCOT) exam within six months of graduation.
2. Demonstrate the roles and responsibilities of the OTA as defined by the American Occupational Therapy Association (AOTA), consistent with the licensure regulations for an OTA in New Jersey.
3. Communicate effectively in an understandable and professional manner with clients, families, colleagues, and the public.
4. Produce clear and understandable documentation according to the requirements of the facility, federal and state laws, regulatory and payer requirements, and AOTA documents.
5. Deliver occupational therapy services under the supervision of an occupational therapist (OT) in accordance with the AOTA Practice Framework.

Practice in a safe, ethical, and collaborative manner under the supervision of an occupational therapist in accordance with the regulations of the healthcare, educational, or community setting.

Provide occupational therapy services to persons, groups, and populations from diverse experiences and cultures in health care, educational and community settings.

Contribute to the evaluation process of the person, group, or population, by gathering information, implementing assigned assessments, and reporting results to the OT and treatment team.

Provide occupational therapy interventions under the guidance of an occupational therapist in accordance with evidence-based OT practice models, and that support the philosophy and values of the profession.

Encourage, advise, and coach persons, caregivers, groups, and populations affected by physical, psychosocial, cognitive, and developmental disorders or delays, and the aging process, to choose and practice occupations and skills that support adaptation to such life circumstances.

Problem-solve to devise, in collaboration with the client, OT, and team, alternative contexts, environmental adaptations, and/or task modifications to support participation in valued occupations, routines, and roles.

Program Objectives

Teach individuals, groups, and populations about the health promoting associations between meaningful occupation and healthy development, positive health outcomes, and well-being; and advocate for the provision of occupational therapy services.

Exhibit and commit to refining client centered practices including the therapeutic use of occupation, interpersonal, communication, and teaching-learning tactics that consider the interests, values, and needs of diverse individuals, caregivers, groups and populations.

6. Contribute to the delivery of high-quality, cost-effective and integrated care as a team member in health, education, and community settings.

Maintain, organize, and prioritize workload to meet the requirements of the practice setting.

Participate in ongoing quality improvement and implement changes as needed to ensure quality services are delivered and outcomes are measured.

7. Participate as an occupational therapy professional in local, state, and national organizations.

Advocate for occupational therapy services.

Comply with requirements for continued competence through formal and/or continuing education, and by actively seeking and participating in regular supervision.

Uphold the ethical standards, values, and attitudes of the occupational therapy profession.

Learning Outcomes Display (show only)

Accreditation

Course Code | PLO 1

FirstSemester

The Rutgers OTA program is accredited by the Accreditation Council for Occupational Therapy Education (ACOTE), located at 6116 Executive Blvd, Suite 200, North Bethesda, MD 20852-4929. ACOTE can be reached at (301) 652-6611 or accred@aota.org.

ENGL 151

MATH 156

PSYC 172

BIOL 130

SecondSemester

ENGL 152

SOCI 181

PSYC 278

PHIL 192

BIOL 131

FallOne

SpringOne

SummerOne

FallTwo

FirstSemester

EXHIBIT B - 16

Course Code	PLO 1
ENGL 151	
MATH 156	
PSYC 172	
BIOL 130	
SecondSemester	
ENGL 152	
SOCI 181	
PSYC 278	
PHIL 192	
BIOL 131	
FallOne	
SpringOne	
SummerOne	
FallTwo	

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 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

Occupational Therapy Assistant Program Sequence

The following sequence is an example of how this degree can be completed. This sequence is based on satisfaction of all Basic Skills requirements and pre-requisites. An individual's sequence at OCC may vary. See your counselor for options and to monitor your progress. Students must satisfy specific requirements in order to be admitted to this program. This degree will take longer than two years to complete. Some general education courses must be taken prior to starting clinical courses.

OCC courses taken as prerequisites prior to admission at Rutgers:

Plan of Study Grid

First Semester		Credit Hours
ENGL 151	English I	3
MATH 156	Introduction to Statistics	3
PSYC 172	General Psychology	3
Diversity Gen. Ed. Requirement		3
BIOL 130	Human Anatomy and Physiology I	4
Technology Gen. Ed. Requirement (or waiver through exam)		3
	Credit Hours	19
Second Semester		
ENGL 152	English II	3
SOCI 181	Introduction to Sociology	3
PSYC 278	Life Span Development	3
PHIL 192	Contemporary Ethical Issues	3
BIOL 131	Human Anatomy & Physiology II	4
	Credit Hours	16
	Total Credit Hours	35

Career Studies Courses Taken at Rutgers (Full Time, Fall Entry)

Plan of Study Grid

EXHIBIT B - 16

Fall One	Credit Hours
OCTH 1010Occupational Therapy Foundations for the OTA	3
PSRT 1102 Communication Techniques	3
OCTH 1020Occupational Performance & Participation: Skills & Client Factors	3
OCTH 1031Conditions Impacting Occupation, Participation & Health I: Adult/Older Adult	2
OCTH 1019Level I Fieldwork A: Integration & Practice Applications	1
Credit Hours	12
Spring One	
PSRT 1103 Group Dynamics	3
OCTH 1051Principles & Practices I: Wellness & Mental Health	2
OCTH 1040Occupational Performance & Participation: Therapeutic Applications	3
OCTH 1052Principles & Practices II: Rehabilitation, Disability, Aging & Participation	3
OCTH 1029Level I Fieldwork B: Integration & Practice Applications	1
Credit Hours	12
Summer One	
OCTH 1032Conditions Impacting Occupation, Participation & Health II: Child/Adolescent	2
OCTH 1053Principles & Practices III: Children & Youth	2
OCTH 1071Professional Seminar I	1
OCTH 1039Level I Fieldwork C: Integration & Practice	1
Credit Hours	6
Fall Two	
OCTH 2019OTA Practices: Fieldwork II, Adult/Older Adult	5
OCTH 2029OTA Practice: Fieldwork II, Child/Adolescent	5
OCTH 2072Professional Seminar II	2
Credit Hours	12
Total Credit Hours	42

Degree Requirements Breakdown

GCOM	Course Code & Title	Credits
	*	*

GHUM	Course Code & Title	Credits
	*	*

GSOC	Course Code & Title	Credits
	*	*

GSOC/ GHUM

EXHIBIT B - 16

Course Code & Title	Credits
*	*

GMAT/ GSCI/ GTEC

Course Code & Title	Credits
*	*

General Education

Course Code & Title	Credits
*	*

Concentration Courses

Course Code & Title	Credits
*	*

Elective Courses

Course Code & Title	Credits
*	*

Reviewer Comments

Susan O'Connor (soconnor) (03/06/23 1:35 pm): Rollback: no action needed - Workflow update

Key: 52

EXHIBIT B-17

EXHIBIT B - 17

Program Change Request

A deleted record cannot be edited

Program Inactivation Proposal

Date Submitted: 02/16/23 3:07 pm

Viewing: AS.PBS : Public Service, Associate in Science

Last approved: 06/22/22 3:00 pm

Last edit: 02/16/23 3:09 pm

Changes proposed by: Susan O'Connor (soconnor)

Catalog Pages Using this Program

Public Service, Associate in Science

Final Catalog	2022-2023
Rationale for Inactivation	

In Workflow

1. **BS Academic Administrator**
2. **BS Dean**
3. **Executive Director of Curriculum and Program Development isNotNew**
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. 02/16/23 3:09 pm Susan O'Connor (soconnor): Approved for BS Academic Administrator
2. 02/16/23 3:10 pm Susan O'Connor (soconnor):

EXHIBIT B - 17

Approved for BS Dean

3. 02/16/23 3:11 pm Susan O'Connor (soconnor): Approved for Executive Director of Curriculum and Program Development isNotNew
4. 02/23/23 4:35 pm Heather Sciarappa (hsciarappa): Approved for Curriculum Committee Chair
5. 03/02/23 4:06 pm Robert Marchie (rmarchie): Approved for Senate Chair
6. 03/02/23 4:17 pm Joseph Konopka (jkonopka): Approved for Vice President of Academic Affairs
7. 03/06/23 1:34 pm Susan O'Connor (soconnor): Approved for President's Leadership Team Chair
8. 03/06/23 1:36 pm Susan O'Connor (soconnor): Rollback to Vice President of Academic Affairs for President

EXHIBIT B - 17

History

1. Jun 16, 2022 by Susan O'Connor (soconnor)
2. Jun 22, 2022 by Susan O'Connor (soconnor)

Based on the program assessment report: The Public Service degree is not being utilized as it only has 8 students declaring it as a major. Students now tend to directly pursue the Social Work degree, Education, and/or Psychology options, and the addictions counseling certificate. Placed on Hiatus for 23-24.

Program Type	Associate of Science (AS)
Program Title	Public Service, Associate in Science
Academic School	Business and Social Sciences

Will this program exceed the programmatic mission level for the Institution?

Effective Catalog Year	2022-2023
Program Code	AS.PBS
CIP Code	N/A - N/A

Is this a new program announcement?

Campus(es) where the program will be offered.

Is licensure required of program graduates to gain employment?

Will the institution seek accreditation for this program?

EXHIBIT B - 17

If yes, list the accrediting organization:

List the institutions with which articulation agreements will be arranged

Program Description

The Associate in Science (A.S.) degree program allows students to successfully complete a program of study in one of several areas of public service. Program graduates may transfer to a four year institution and/or directly enter the workforce.

Program Objectives

Program Goals

	Program goals
PG1	NA

Program Learning Outcomes

	Students who successfully complete this program will be able to:
PLO1	Contribute to the work of a public service agency by carrying out projects aligned with the agency's mission.
PLO2	Describe a public service agency's method of service delivery, its networks, resources, and constituents.
PLO3	Discuss ongoing and emerging public service issues.
PLO4	Explore legal and ethical parameters of public service.
PLO5	Describe how the public service agency partners or collaborates with similar agencies to carry out its mission.

EXHIBIT B - 17

Learning Outcomes Display (show only)

Course Code	PLO 1	PLO 2	PLO 3	PLO 4	PLO 5
FirstSemester					
ENGL 151					
COMM 154					
STSC 150					
SecondSemester					
PSYC 172					
FourthSemester					
INTR 290					
ALDC 101					
ALDC 102					
ALDC 105					
ALDC 106					
ALDC 107					
ALDC 108					
PSYC 273					
EDUC 178					
PSYC 174					
PSYC 274					
PSYC 275					
FIRE 162					
FIRE 163					
FIRE 165					
FIRE 166					
FIRE 168					
FIRE 169					
FIRE 255					
FIRE 256					

EXHIBIT B - 17

Course Code	PLO 1	PLO 2	PLO 3	PLO 4	PLO 5
FIRE 257					
FIRE 261					
FIRE 263					
FIRE 264					
FIRE 266					
FIRE 268					
HLSC 170					
HLSC 171					
HLSC 172					
HLSC 174					
HLSC 210					
SOWK 101					
SOWK 194					
SOWK 200					
SOWK 201					
SOWK 202					
SOWK 207					
SOCI 181					
SOCI 182					
SOCI 230					
SOCI 231					
ENGR 123					
ENGR 191					
POLI 185					
POLI 161					
POLI 162					
POLI 183					
POLI 263					
POLI 268					
ALDC 101					

EXHIBIT B - 17

Course Code	PLO 1	PLO 2	PLO 3	PLO 4	PLO 5
ALDC 102					
ALDC 105					
ALDC 106					
ALDC 107					
ALDC 108					
FirstSemester					
ENGL 151					
COMM 154					
STSC 150					
SecondSemester					
PSYC 172					
FourthSemester					
INTR 290					
PSYC 273					
EDUC 178					
PSYC 174					
PSYC 274					
PSYC 275					
FIRE 162					
FIRE 163					
FIRE 165					
FIRE 166					
FIRE 168					
FIRE 169					
FIRE 255					
FIRE 256					
FIRE 257					
FIRE 261					
FIRE 263					

EXHIBIT B - 17

Course Code	PLO 1	PLO 2	PLO 3	PLO 4	PLO 5
FIRE 264					
FIRE 266					
FIRE 268					
HLSC 170					
HLSC 171					
HLSC 172					
HLSC 174					
HLSC 210					
SOWK 101					
SOWK 194					
SOWK 200					
SOWK 201					
SOWK 202					
SOWK 207					
SOCI 181					
SOCI 182					
SOCI 230					
SOCI 231					
ENGR 123					
ENGR 191					
POLI 185					
POLI 161					
POLI 162					
POLI 183					
POLI 263					
POLI 268					
PSYC 273					
FirstSemester					
ENGL 151					

EXHIBIT B - 17

Course Code	PLO 1	PLO 2	PLO 3	PLO 4	PLO 5
COMM 154					
STSC 150					
SecondSemester					
PSYC 172					
FourthSemester					
INTR 290					
ALDC 101					
ALDC 102					
ALDC 105					
ALDC 106					
ALDC 107					
ALDC 108					
EDUC 178					
PSYC 174					
PSYC 274					
PSYC 275					
FIRE 162					
FIRE 163					
FIRE 165					
FIRE 166					
FIRE 168					
FIRE 169					
FIRE 255					
FIRE 256					
FIRE 257					
FIRE 261					
FIRE 263					
FIRE 264					
FIRE 266					

EXHIBIT B - 17

Course Code	PLO 1	PLO 2	PLO 3	PLO 4	PLO 5
FIRE 268					
HLSC 170					
HLSC 171					
HLSC 172					
HLSC 174					
HLSC 210					
SOWK 101					
SOWK 194					
SOWK 200					
SOWK 201					
SOWK 202					
SOWK 207					
SOCI 181					
SOCI 182					
SOCI 230					
SOCI 231					
ENGR 123					
ENGR 191					
POLI 185					
POLI 161					
POLI 162					
POLI 183					
POLI 263					
POLI 268					
EDUC 178					
PSYC 174					
PSYC 274					
PSYC 275					

FirstSemester

Course Code	PLO 1	PLO 2	PLO 3	PLO 4	PLO 5
ENGL 151					
COMM 154					
STSC 150					
SecondSemester					
PSYC 172					
FourthSemester					
INTR 290					
ALDC 101					
ALDC 102					
ALDC 105					
ALDC 106					
ALDC 107					
ALDC 108					
PSYC 273					
FIRE 162					
FIRE 163					
FIRE 165					
FIRE 166					
FIRE 168					
FIRE 169					
FIRE 255					
FIRE 256					
FIRE 257					
FIRE 261					
FIRE 263					
FIRE 264					
FIRE 266					
FIRE 268					
HLSC 170					

Course Code	PLO 1	PLO 2	PLO 3	PLO 4	PLO 5
HLSC 171					
HLSC 172					
HLSC 174					
HLSC 210					
SOWK 101					
SOWK 194					
SOWK 200					
SOWK 201					
SOWK 202					
SOWK 207					
SOCI 181					
SOCI 182					
SOCI 230					
SOCI 231					
ENGR 123					
ENGR 191					
POLI 185					
POLI 161					
POLI 162					
POLI 183					
POLI 263					
POLI 268					
FIRE 162					
FIRE 163					
FIRE 165					
FIRE 166					
FIRE 168					
FIRE 169					
FIRE 255					
FIRE 256					

EXHIBIT B - 17

Course Code	PLO 1	PLO 2	PLO 3	PLO 4	PLO 5
FIRE 257					
FIRE 261					
FIRE 263					
FIRE 264					
FIRE 266					
FIRE 268					
FirstSemester					
ENGL 151					
COMM 154					
STSC 150					
SecondSemester					
PSYC 172					
FourthSemester					
INTR 290					
ALDC 101					
ALDC 102					
ALDC 105					
ALDC 106					
ALDC 107					
ALDC 108					
PSYC 273					
EDUC 178					
PSYC 174					
PSYC 274					
PSYC 275					
HLSC 170					
HLSC 171					
HLSC 172					
HLSC 174					

EXHIBIT B - 17

Course Code	PLO 1	PLO 2	PLO 3	PLO 4	PLO 5
HLSC 210					
SOWK 101					
SOWK 194					
SOWK 200					
SOWK 201					
SOWK 202					
SOWK 207					
SOCI 181					
SOCI 182					
SOCI 230					
SOCI 231					
ENGR 123					
ENGR 191					
POLI 185					
POLI 161					
POLI 162					
POLI 183					
POLI 263					
POLI 268					
HLSC 170					
HLSC 171					
HLSC 172					
HLSC 174					
HLSC 210					
FirstSemester					
ENGL 151					
COMM 154					
STSC 150					
SecondSemester					

EXHIBIT B - 17

Course Code	PLO 1	PLO 2	PLO 3	PLO 4	PLO 5
PSYC 172					
FourthSemester					
INTR 290					
ALDC 101					
ALDC 102					
ALDC 105					
ALDC 106					
ALDC 107					
ALDC 108					
PSYC 273					
EDUC 178					
PSYC 174					
PSYC 274					
PSYC 275					
FIRE 162					
FIRE 163					
FIRE 165					
FIRE 166					
FIRE 168					
FIRE 169					
FIRE 255					
FIRE 256					
FIRE 257					
FIRE 261					
FIRE 263					
FIRE 264					
FIRE 266					
FIRE 268					
SOWK 101					

EXHIBIT B - 17

Course Code	PLO 1	PLO 2	PLO 3	PLO 4	PLO 5
SOWK 194					
SOWK 200					
SOWK 201					
SOWK 202					
SOWK 207					
SOCI 181					
SOCI 182					
SOCI 230					
SOCI 231					
ENGR 123					
ENGR 191					
POLI 185					
POLI 161					
POLI 162					
POLI 183					
POLI 263					
POLI 268					
SOWK 101					
SOWK 194					
SOWK 200					
SOWK 201					
SOWK 202					
SOWK 207					
PSYC 274					
SOCI 181					
SOCI 182					
SOCI 230					
SOCI 231					

FirstSemester

Course Code	PLO 1	PLO 2	PLO 3	PLO 4	PLO 5
ENGL 151					
COMM 154					
STSC 150					
SecondSemester					
PSYC 172					
FourthSemester					
INTR 290					
ALDC 101					
ALDC 102					
ALDC 105					
ALDC 106					
ALDC 107					
ALDC 108					
PSYC 273					
EDUC 178					
PSYC 174					
PSYC 275					
FIRE 162					
FIRE 163					
FIRE 165					
FIRE 166					
FIRE 168					
FIRE 169					
FIRE 255					
FIRE 256					
FIRE 257					
FIRE 261					
FIRE 263					
FIRE 264					

EXHIBIT B - 17

Course Code	PLO 1	PLO 2	PLO 3	PLO 4	PLO 5
FIRE 266					
FIRE 268					
HLSC 170					
HLSC 171					
HLSC 172					
HLSC 174					
HLSC 210					
ENGR 123					
ENGR 191					
POLI 185					
POLI 161					
POLI 162					
POLI 183					
POLI 263					
POLI 268					
ENGR 123					
ENGR 191					
POLI 185					
FirstSemester					
ENGL 151					
COMM 154					
STSC 150					
SecondSemester					
PSYC 172					
FourthSemester					
INTR 290					
ALDC 101					
ALDC 102					
ALDC 105					

EXHIBIT B - 17

Course Code	PLO 1	PLO 2	PLO 3	PLO 4	PLO 5
ALDC 106					
ALDC 107					
ALDC 108					
PSYC 273					
EDUC 178					
PSYC 174					
PSYC 274					
PSYC 275					
FIRE 162					
FIRE 163					
FIRE 165					
FIRE 166					
FIRE 168					
FIRE 169					
FIRE 255					
FIRE 256					
FIRE 257					
FIRE 261					
FIRE 263					
FIRE 264					
FIRE 266					
FIRE 268					
HLSC 170					
HLSC 171					
HLSC 172					
HLSC 174					
HLSC 210					
SOWK 101					
SOWK 194					
SOWK 200					

Course Code	PLO 1	PLO 2	PLO 3	PLO 4	PLO 5
SOWK 201					
SOWK 202					
SOWK 207					
SOCI 181					
SOCI 182					
SOCI 230					
SOCI 231					
POLI 161					
POLI 162					
POLI 183					
POLI 263					
POLI 268					
POLI 161					
POLI 162					
POLI 183					
POLI 185					
POLI 263					
POLI 268					
FirstSemester					
ENGL 151					
COMM 154					
STSC 150					
SecondSemester					
PSYC 172					
FourthSemester					
INTR 290					
ALDC 101					
ALDC 102					
ALDC 105					

Course Code	PLO 1	PLO 2	PLO 3	PLO 4	PLO 5
ALDC 106					
ALDC 107					
ALDC 108					
PSYC 273					
EDUC 178					
PSYC 174					
PSYC 274					
PSYC 275					
FIRE 162					
FIRE 163					
FIRE 165					
FIRE 166					
FIRE 168					
FIRE 169					
FIRE 255					
FIRE 256					
FIRE 257					
FIRE 261					
FIRE 263					
FIRE 264					
FIRE 266					
FIRE 268					
HLSC 170					
HLSC 171					
HLSC 172					
HLSC 174					
HLSC 210					
SOWK 101					
SOWK 194					
SOWK 200					

EXHIBIT B - 17

Course Code	PLO 1	PLO 2	PLO 3	PLO 4	PLO 5
SOWK 201					
SOWK 202					
SOWK 207					
SOCI 181					
SOCI 182					
SOCI 230					
SOCI 231					
ENGR 123					
ENGR 191					

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 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

Plan of Study Grid

First Semester		Credit Hours
ENGL 151	English I	3
Mathematics Gen. Ed. Requirement		3
Public Service Program Elective		3
COMM 154	Fundamentals of Public Speaking	3
STSC 150	Student Success Seminar	2
	Credit Hours	14
Second Semester		
English II		3
Public Service Program Elective		3
PSYC 172	General Psychology	3
Humanities Gen. Ed. Requirement		3
Elective		3
	Credit Hours	15
Third Semester		
Public Service Program Elective		3
Public Service Program Elective		3
Lab Science Gen. Ed. Requirement		4
Technology Gen. Ed. Requirement [1]		3
Elective		3
	Credit Hours	16
Fourth Semester		
Public Service Program Elective		3
Public Service Program Elective		3
INTR 290	Internship 3 (or Public Service Elective)	3
Social Science Gen. Ed. Requirement		3
Course from the Gen. Ed. Course List		3
	Credit Hours	15
	Total Credit Hours	60

Public Service Electives

Students may choose electives from the extensive range of courses below (without being restricted to one category) based on personal interest and/or transfer needs.

Addictions Counseling

ALDC 105 and ALDC 106 must both be taken to substitute for the 6 credit ALDC 103. ALDC 107 and ALDC 108 must both be taken to substitute for the 6 credit ALDC 104.

ALDC 101	Addictions Disorders and Recovery Supports	3
ALDC 102	Addictions Counseling: Professional Responsibilities	3
ALDC 105	Addiction Counseling Skills	3
ALDC 106	Assessing Addictive Disorders	3
ALDC 107	Addiction Counseling Methodology	3
ALDC 108	Addiction Counseling Client Education	3

Child Care

PSYC 273	Adolescent Psychology	3

Developmental Disability Assistant

EDUC 178	Introduction to the Education of Exceptional Students	3
PSYC 174	Personality Theory	3
PSYC 274	Social Psychology	3
PSYC 275	Educational Psychology	3

Fire Science

If you select FIRE 162, FIRE 165, FIRE 166, FIRE 261, FIRE 266, and FIRE 268, you will have completed all of the core FESHE, Fire and Emergency Services Higher Education, recognized Fire Science courses.

FIRE 162	Principles of Emergency Services	3
FIRE 163	Principles of Fire and Emergency Service Administration	3
FIRE 165	Bldg Construction for Fire Protection	3
FIRE 166	Fire Behavior and Combustion	3
FIRE 168	Occupational Safety and Health for Emergency Services	3
FIRE 169	Strategy and Tactics	3
FIRE 255	Fire Inspector I	3
FIRE 256	Fire Inspector II	3
FIRE 257	Administration for Fire Officials	3
FIRE 261	Principles of Fire and Emergency Services Safety and Survival	3
FIRE 263	Fire Investigation I	3
FIRE 264	Fire Investigation II	3
FIRE 266	Fire Prevention	3
FIRE 268	Fire Protection Systems	3

Homeland Security

HLSC 170	Introduction to Homeland Security	3
HLSC 171	Fundamentals of Emergency Management	3
HLSC 172	Domestic and International Terrorism	3
HLSC 174	Introduction to the Intelligence Function	3

EXHIBIT B - 17

HLSC 210 Risk Management and Analysis 3

Human Services/SOCIAL WORK

SOWK 101 Introduction to Social Work 3
SOWK 194 Interviewing and Communication Techniques 3
SOWK 200 Gerontology: The Study of Aging 3
SOWK 201 Human Behavior and the Social Environment 3
SOWK 202 Social Work Seminar and Practicum 3
SOWK 207 Group Dynamics 3
PSYC 274 Social Psychology 3
SOCI 181 Introduction to Sociology 3
SOCI 182 Death and Dying 3
SOCI 230 Women in Society 3
SOCI 231 Social Problems 3

Municipal Administration

ENGR 123 Surveying I 3
ENGR 191 Autocad 2-D Basics I 3
POLI 185 Principles of Public Administration 3

Public Administration/Government

POLI 161 American Federal Government 3
POLI 162 American State and Local Government 3
POLI 183 Introduction to Political Science 3
POLI 185 Principles of Public Administration 3
POLI 263 Introduction to International Relations 3
POLI 268 Women and Politics 3

Degree Requirements Breakdown

GCOM

Course Code & Title	Credits
NA	N/A

GHUM

Course Code & Title	Credits
NA	N/A

GSOC

Course Code & Title	Credits
NA	N/A

GSOC/ GHUM

EXHIBIT B - 17

Course Code & Title	Credits
NA	N/A

GMAT/ GSCI/ GTEC

Course Code & Title	Credits
NA	N/A

General Education

Course Code & Title	Credits
NA	N/A

Concentration Courses

Course Code & Title	Credits
NA	N/A

Elective Courses

Course Code & Title	Credits
NA	N/A

Reviewer Comments

Susan O'Connor (soconnor) (03/06/23 1:36 pm): Rollback: No action needed - workflow

Key: 57

EXHIBIT B-18

EXHIBIT B - 18

Program Change Request

A deleted record cannot be edited

Program Inactivation Proposal

Date Submitted: 02/16/23 3:09 pm

Viewing: CT.FS : Fire Science, Certificate of Proficiency

Last edit: 02/16/23 3:09 pm

Changes proposed by: Susan O'Connor (soconnor)

Catalog Pages Using this Program

Fire Science, Certificate of Proficiency

Final Catalog 2022-2023

Rationale for Inactivation

In Workflow

1. **BS Academic Administrator**
2. **BS Dean**
3. **Executive Director of Curriculum and Program Development isNotNew**
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. 02/16/23 3:10 pm Susan O'Connor (soconnor): Approved for BS Academic Administrator
2. 02/16/23 3:10 pm Susan O'Connor (soconnor):

Approved for BS Dean
3. 02/16/23 3:12 pm Susan O'Connor (soconnor): Approved for Executive Director of Curriculum and Program Development isNotNew
4. 02/23/23 4:35 pm Heather Sciarappa (hsciarappa): Approved for Curriculum Committee Chair
5. 03/02/23 4:06 pm Robert Marchie (rmarchie): Approved for Senate Chair
6. 03/02/23 4:17 pm Joseph Konopka (jkonopka): Approved for Vice President of Academic Affairs
7. 03/06/23 1:36 pm Susan O'Connor (soconnor): Rollback to Vice President of Academic Affairs for President's Leadership Team Chair

Based on the program assessment report: This certificate has low interest and limited transfer options upon graduation. Placed on hiatus for 23-24.

Program Type Certificate of Proficiency

Program Title	Fire Science, Certificate of Proficiency
Academic School	Business and Social Sciences
Will this program exceed the programmatic mission level for the Institution?	
Effective Catalog Year	2022-2023
Program Code	CT.FS
CIP Code	

Program Description

The Fire Science Certificate is designed to prepare students for a career in the fire service or to enhance the knowledge and skills of individuals already working or volunteering as fire fighters. All courses in this certificate can be applied toward the AS in Public Service degree program.

Program Learning Outcomes

Required Qualifications

ENGL 151	English I	3
MATH 165	College Algebra (Accelerated)	3-5
or MATH 191	Precalculus I	
FIRE 162	Principles of Emergency Services	3
FIRE 165	Bldg Construction for Fire Protection	3
FIRE 166	Fire Behavior and Combustion	3
FIRE 255	Fire Inspector I	3
FIRE 256	Fire Inspector II	3
FIRE 261	Principles of Fire and Emergency Services Safety and Survival	3
FIRE 266	Fire Prevention	3
FIRE 268	Fire Protection Systems	3
Total Credit Hours		30-32

Degree Requirements Breakdown

GCOM

EXHIBIT B - 18

GHUM

GSOC

GSOC/ GHUM

GMAT/ GSCI/ GTEC

General Education

Concentration

Courses

Elective Courses

Reviewer

Comments

Susan O'Connor (soconnor) (03/06/23 1:36 pm): Rollback: No action needed - workflow

Key: 65

EXHIBIT B-19

COURSE FEE UPDATES

Course Code	Course Title	Current Fee Code	New Fee Code
CRIM-280	Criminal Investigation	1	3
HRTM-231	Culinary Fundamentals	1	5
HRTM-232	Advanced Culinary Concepts	1	5
ACCT-263	Cost Accounting	None Assigned	1
ACCT-265	Auditing	None Assigned	1
ACCT-271	Forensic Accounting	None Assigned	1
ACCT-273	Legal Aspects of Financial Fraud	None Assigned	1
ACCT-275	Fraud Examination	None Assigned	1
ACCT-277	Digital Forensic Analysis	None Assigned	1
ACCT-390	Accounting Information Systems	None Assigned	2
BUSN-320	Procurement and Supplier Relationship Management	None Assigned	1
BUSN-321	Decision Intelligence in Supply Chains	None Assigned	1
BUSN-390	Fundamentals of Data Visualization for Business Analytics and Data Science	None Assigned	1
BUSN-391	Basics of Data Collection, Data Warehousing, and Data Cleansing	None Assigned	1
CRIM-281	Criminal Investigation Theory	None Assigned	3
CSIT-275	Data Management Analytics	None Assigned	3
CSIT-277	Introduction to Cloud Computing	None Assigned	3
CSIT-292	Natural Language Processing	None Assigned	3
CSIT-295	Artificial Intelligence Capstone	None Assigned	3
ENGL-212	Introduction to Drama	None Assigned	1
ENGL-215	The Graphic Novel	None Assigned	1
ENGL-222	Indigenous American Literature	None Assigned	1
ENGL-223	African American Literature	None Assigned	1
ENGL-225	Chinese Literature in Translation	None Assigned	1
ENGL-226	Arabic Literature in Translation	None Assigned	1
ENGL-228	Indian Literature in Translation	None Assigned	1
ENGL-232	Crime Literature	None Assigned	1
ENGL-234	Science Fiction and Fantasy Literature	None Assigned	1
ENGL-237	Multicultural Fairy and Folk Tales	None Assigned	1
ENGL-253	British Literature Through 1785	None Assigned	1
ENGL-254	British Literature 1785 to Present	None Assigned	1
ENGL-262	Digital and Electronic Literature	None Assigned	1
ENGR-253	Electronic Circuits	None Assigned	3
ENGR-255	Digital Circuits	None Assigned	3
ENGR-271	Introduction to Biomechanics	None Assigned	3
ENGT-102	Manufacturing Processes	None Assigned	3
ENGT-114	Principles of Quality Control In Manufacturing	None Assigned	3

COURSE FEE UPDATES

ENGT-140	Introduction to Computer Numeric Controlled (CNC) Machines	None Assigned	3
ENGT-150	Automated Control Systems	None Assigned	3
ENGT-151	Applied Mechanics	None Assigned	3
ENVI-220	Life Cycle Analysis	None Assigned	3
FIRE-255	Fire Inspector I	None Assigned	2
FIRE-256	Fire Inspector II	None Assigned	2
FIRE-257	Administration for Fire Officials	None Assigned	2
GRPH-151	Digital Imagery	None Assigned	3
GRPH-251	InDesign and Typography	None Assigned	3
MECH-150	Introduction to Hydraulics and Pneumatics	None Assigned	1
MUSC-160	Vocal Ensemble I	None Assigned	1
MUSC-161	Vocal Ensemble II	None Assigned	1
MUSC-164	Introduction to Group Voice	None Assigned	1
MUSC-260	Vocal Ensemble III	None Assigned	1
MUSC-261	Vocal Ensemble IV	None Assigned	1
PHOT-195	Lightroom & Photoshop for Photographers	None Assigned	3
THTR-181	Theatre Practicum I	None Assigned	3
THTR-182	Theatre Practicum II	None Assigned	3
THTR-183	Theatre Practicum III	None Assigned	3
THTR-184	Theatre Practicum IV	None Assigned	3
THTR-210	Stage Management	None Assigned	2