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: December 4, 2025

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, December 11, 2025:

1. Recommend approval of the following:

    a. Revised 2025-26 Dental Hygiene Advisory Committee **(Exhibit B-1)**

    b. New Policy

        1) Policy #9130, Information Technology, General, Employee Directory Information **(Exhibit B-2)**

    c. Revised Policies with Number Change

        1) Policy #2240 to Policy #9100, Administration, Administrative Operations, IT Governance **(Exhibit B-3)**
        2) Policy #2220 to Policy #9120, Administration, Administrative Operations, Data Classification **(Exhibit B-4)**
        3) Policy #2230 to Policy #9200, Administration, Administrative Operations, Account Creation **(Exhibit B-5)**
        4) Policy #2540 to Policy #9310, Administration, Communication Systems, Responsible Use of College Digital Platforms **(Exhibit B-6)**
        5) Policy #2530 to Policy #9320, Administration, Communication Systems, Use of the Internet and OCC E-Mail **(Exhibit B-7)**
        6) Policy #2215 to Policy #9410, Administration, Administrative Operations, Artificial Intelligence **(Exhibit B-8)**

d. Revised Policy with Name and Number Change

1) Policy #2500, Administration, Communication Systems, Responsible Use of Communication Systems and Information Technology to Policy #9300, Information Technology, Administrative Operations, Information Technology Acceptable Use **(Exhibit B-9)**

2. Recommend approval of the following items as accepted by the College Senate at its meetings on November 6, and 20, 2025:

a. Revised Policy

1) Policy #5140, Students, Registration, Credit for Prior Learning **(Exhibit B-10)**

b. Revised Programs

1) Associate in Science Degree, Business Administration **(Exhibit B-11)**
2) Associate in Science Degree, Computer Science **(Exhibit B-12)**

c. Revised Programs with Name Change

1) Associate in Science Degree, Environmental Studies to Science **(Exhibit B-13)**
2) Associate in Science Degree, Engineering to Math/Pre-Engineering **(Exhibit B-14)**

d. Reactivated Programs with Name Change

1) Associate in Arts Degree, Global Studies to Humanities and Cultures **(Exhibit B-15)**
2) Associate in Science Degree, Public Service to Behavioral Science and Public Service **(Exhibit B-16)**

e. New Courses

1) BIOL 114L, Principles of Biological Science Lab **(Exhibit B-17)**
2) BIOL 163L, Introductory Botany Lab **(Exhibit B-18)**
3) BIOL 261L, Ecology Lab **(Exhibit B-19)**
4) BIOL 265L, Marine Biology Lab **(Exhibit B-20)**
5) ESOL 010, Beginner English Language **(Exhibit B-21)**
6) ESOL 020, High-Beginner English Language **(Exhibit B-22)**
7) ESOL 030, Intermediate English Language **(Exhibit B-23)**
8) ESOL 040, Advanced English Language **(Exhibit B-24)**

f. Revised Courses

1) ASLN 121, Interpreting Theory **(Exhibit B-25)**
2) ENGL 151, English I **(Exhibit B-26)**
3) MATH 270, Discrete Mathematics **(Exhibit B-27)**

g. Revised Courses with Name Change

1) BIOL 114, Principals of Biological Science to Principles of Biological Science Lecture **(Exhibit B-28)**
2) BIOL 163, Introductory Botany to Introductory Botany Lecture **(Exhibit B-29)**
3) BIOL 261, Ecology to Ecology Lecture **(Exhibit B-30)**
4) BIOL 265, Marine Biology to Marine Biology Lecture **(Exhibit B-31)**
5) MATH 158, Algebraic Modeling to Mathematical Modeling **(Exhibit B-32)**

h. Inactivated Courses (for informational purposes)

1) ARTS 188, Travel Seminar: World Art
2) ENGL 296, Travel Seminar: Studies in Contemporary Literature
3) HIST 240, Travel Seminar: Studies in History
4) THTR 296: Travel Seminar: Theatre in London

3. Recommend the temporary suspension of Policy #8600, Campus Safety and Security, Alcohol and Substance Abuse, for the Community Medical Center Foundation and Ocean County College Foundation 4th Annual Miniature Golf Tournament on Friday, January 23, 2026, in the Jon and Judith Larson Student Center from 6:00 p.m. to 10:00 p.m.

EXHIBIT B-1

DENTAL HYGIENE (NEW)

Denise Avrutik, D.HSc., M.S., RDH Associate Professor · Dental Hygiene Bergen Community College davrutik@bergen.edu *OR* davruntik@msn.com	**Ronen Rotem, DDS** Cosmetic Dentist Rotem Dental Care drrotem@drrotem.com
Daniel M. Di Cesare, DMD., OMFS – CO-CHAIR CEO & Founder · Dentist Endeavor Dentistry dicesaredmd@gmail.com	**June-Ann Somma, Ed.S., RDH – CHAIR** Program Director, Dental Hygiene · Nursing & Health Sciences Ocean County College jsomma@ocean.edu
Mary Gibson, Ed.D, M.S. Director of Program Services · Nursing & Health Science Ocean County College mgibson@ocean.edu	**Teresa Walsh, Ph.D., MSN, RN-BC** Dean · Nursing & Health Science Ocean County College twalsh@ocean.edu
Maurice B. Hill, Jr., DMD, FAGD, FADC, FICD, FADI (RETIRED) Former Mayor, Township of Toms River mohillusnr@comcast.net	**Laura Wills, M.A., LPC** Director of Transfer Services & Articulation Ocean County College lwills@ocean.edu
Jennifer Morelli, M.S.HS, RDH Dental Hygienist Prosthodontic Associates (NYC), PLLC jmorelli115@gmail.com	**Joseph Zicchino, DDS** Owner and Dentist Coastal Dental Group doczeke2407@gmail.com
Howard Notgarnie, Ed.D., RDH Executive Director New Jersey Dental Hygienists' Association howardrdhedd@gmail.com	
Amy Pallagano, M.S., RDH Dental Hygienist Maxine Feinberg, DDS - Periodontist amyanto@aol.com	

ACADEMIC ADVISOR: Laura Wills, M.A., LPC

ALUMNI REPRESENTATIVE: N/A

BUSINESS, INDUSTRY, AND/OR LABOR ORGANIZATION: Daniel DiCesare, DMD; Jennifer Morelli, M.S.HS, RDH; Amy Pallagano, M.S., RDH; Ronen Rotem, DDS; Joseph Zicchino, DDS

CTE – FACULTY: N/A

CTE – STUDENT: N/A

DISTRICT REPRESENTATIVE FOR SPECIAL POPULATIONS: Howard Notgarnie, Ed.D., RDH

HIGH SCHOOL REPRESENTATIVE: N/A

POSTSECONDARY INSTITUTION REPRESENTATIVE: Denise Avrutik, D.HSc, M.S., RDH

APPROVED: November 6, 2025
REVISED: December 11, 2025

EXHIBIT B-2

POLICY

Purpose

To uphold institutional data security standards while maintaining appropriate access to employee contact information for internal and external communications.

Policy Statement

In support of the College's commitment to cybersecurity and responsible data management, the following practices govern the publication of employee directory information:

1. Public Website Directory:
    - The College's public-facing website will not display individual employee email addresses to mitigate risks associated with spam, phishing, and unauthorized data harvesting.
    - General departmental email addresses will be provided only for departments that require direct interaction with the public. These addresses will serve as the primary point of contact for external inquiries.
    - Employee names, titles, and office locations may be listed publicly, but individual contact details will be excluded.
2. Internal Directory (Intranet):
    - A complete employee directory, including names, titles, office locations, phone numbers, and email addresses, will be maintained on the College's secure intranet.
    - Access to this directory is restricted to authorized users through secure login credentials.
3. Governance and Oversight:
    - Decisions regarding the publication of directory information are made at the discretion of the College, in accordance with institutional security protocols and operational needs.
    - This policy will be reviewed annually by the College's Information Technology and Administrative Services teams to ensure alignment with evolving security standards.

ADOPTED: November 6, 2025

EXHIBIT B-3

Ocean County College, Toms River, NJ

ADMINISTRATION
Administrative Operations
IT Governance #9100~~2240~~

POLICY

The IT Governance Council ensures the effective and strategic use of technology resources in alignment with the mission, vision, values, and strategic initiatives of Ocean County College.

The Council will provide critical leadership in reviewing and approving technology-specific strategic plans, priorities, and proposed policies and in recommending and ranking projects for funding.

The Council is comprised of three committees: The Technology Evaluation and Assessment Committee, the Teaching and Learning Technology Committee, and the Data, Application, and Security Oversight Committee. The Council and each committee are comprised of up to twelve (12) members from throughout the college community. Members will remain on the Council for a two-year period. A call for volunteers to replace vacated seats will occur as needed.

The Council and its associated committees will work to improve the student learning experience, enhance data protection, security, and accessibility, and advance the effectiveness of the use of technology at Ocean County College.

Adopted: November 7, 2024

EXHIBIT B-4

Ocean County College, Toms River, NJ

ADMINISTRATION
ADMINISTRATIVE OPERATIONS
Data Classification
#91202220

Policy

Any person who uses, stores, or accesses data contained in the information technology systems (either academic or administrative) of Ocean County College has the responsibility to safeguard that data. Data classification is one method of determining the safeguard requirements for certain data and the appropriate College response to any unauthorized release of that data. Such safeguards and response plans are not only good stewardship for College data, but are required by certain state and federal law and regulations.

This policy governs the privacy, security, and integrity of College data stored on College IT systems and outlines the responsibilities of the individuals and organizational units that manage, use, access, store, or transmit that data. This policy supplements, but does not supersede, the College's Confidentiality Agreement.

I. Ocean College IT Services maintains systems that store data essential to the performance of College business. All members of the College community have a responsibility to protect College data from unauthorized access, use, storage, transmission, disclosure, or destruction.

II. All College data is classified into four levels of security: Restricted (Protected) Data, Confidential (Sensitive) Data, Internal (Directory) Data, and Public Data. For the purposes of this policy, data not formally classified (Unclassified Data) will be considered Sensitive Data. For the purposes of the College's Confidentiality Agreement, all data except Public Data is to be considered confidential.

a. Restricted or Protected Data is data that (1) if compromised would expose members of the College and its community to a high risk of identity theft or financial fraud and (2) is protected by Federal or state law or regulations. Applicable law and regulatory requirements include (but are not limited to) the Family Educational Rights and Privacy Act (FERPA), the Fair and Accurate Credit Transactions Act (FACTA), the Health Insurance Portability and Accountability Act (HIPAA), the Gramm-Leach-Bliley Act (GLBA), and other applicable Federal and New Jersey State laws. Examples of Protected Data include, but are not limited to:
    i. Social Security number
    ii. Driver's license number, Passport Number, or any State ID Number
    iii. Credit card information (Number, expiration date, security code)
    iv. Date of birth
    v. Users' systems passwords
    vi. Medical history
    vii. Disability
    viii. Student and family financial history
    ix. Student account balances
    x. Student Financial Aid history
    xi. Student academic history, including student grades

b. Confidential or Sensitive Data is data that, while not explicitly protected by Federal

or State law, is proprietary to the College and would, if released, expose the College and members of the community to a heightened risk of identity theft or financial fraud. Examples of Sensitive Data include, but are not limited to:

i. Employee salary or employment history
ii. Permanent or local address
iii. Department budgets
iv. Student registration Personal Identification Numbers
v. Internal operating procedures and operational manuals
vi. Internal memoranda, emails, reports, and other documents
vii. Technical documents, such as system configurations and floor plans

c. Internal or Directory Data is data that the College chooses to keep private, but any disclosure would most likely not cause material harm. It can also be used for College communication or to link records between College systems or reports. This could include directory information that is widely available to members of the College community, but nevertheless should be handled with care, since exposure could result in increased risk of financial fraud or identity theft for the College and members of the community. Examples of Internal/Directory Data include, but are not limited to:

i. Departmental policies and procedures
ii. Grant applications
iii. Usernames
iv. Campus wide IDs
v. ID photos
vi. Class rosters/Advisor rosters

d. Public Data is data that the College may or must make available to the public with no legal or other restrictions, via its website or various reports, press releases, and the like. Examples of Public Data include:

i. Information posted on the College's website
ii. The College phone directory
iii. The College's annual financial reports
iv. Data published in the Integrated Postsecondary Education Data System documents
v. Copyrighted materials that are publicly available

e. When in doubt as to how any data should be classified among the four levels of security classifications above, contact your supervisor.

III. The loss, unauthorized access to, or disclosure of Protected Data must be reported to the appropriate College officials, including the management of the organizational unit in which the data breach was discovered, the College's Chief Information Officer (CIO), and the Technology Helpdesk so that the appropriate response to the incident, including required notification of appropriate Federal and State agencies, can be initiated.

IV. The loss, unauthorized access to, or disclosure of Sensitive Data should be reported to the management of the organizational unit in which the data breach was discovered for its

appropriate response.

V. For the purposes of the College's Confidentiality Agreement, all data except Public Data are considered confidential. The unauthorized access, disclosure, or transmission of confidential information may result in disciplinary action by the College, including termination or expulsion, as outlined in the College's Confidentiality Agreement and other relevant College policies.

VI. College data are assets belonging to the College. Departments which collect, use, store, and transmit College data should classify their data according to the level of risk associated with handling that data and implement appropriate safeguards to that data based on that risk. Data are generally stored in sets. The classification of a data set should be to the highest level of any data element in that set; for example, a report containing a combination of protected, sensitive directory and public data should be considered protected and provided with the safeguards appropriate for protected data. Individuals and departments must implement appropriate safeguards for accessing, transmitting, and storing College data. Examples of appropriate safeguards for Protected and Sensitive Data include, but are not limited to:

a. The data must be protected to prevent loss, theft, and/or unauthorized access, disclosure, modification, and/or destruction.
b. The data may only be accessed or disclosed if necessary for College business purposes and consistent with applicable College policies.
c. The data must not be downloaded, stored, or transmitted unless appropriately secured and/or encrypted.
d. The data must not be posted on any website or shared file storage space unless College standard authentication methods are used.
e. The data must be destroyed when no longer needed and in accordance with College policies.

An Information Security Classification Reference Guide is attached to this policy to assist in identifying data classification.

ADOPTED: June 29, 2023

Information Security Classification Reference Guide – June 29, 2023

Public Use Data Intended for release to the public	Internal/Directory Data May be shared only within the OCC community	Confidential/Sensitive Data Intended only for those with a "business need to know"	Restricted/Protected Data Requires strict controls
The College intentionally provides this information to the public.	The College chooses to keep this information private, but any disclosure would not cause material harm.	Disclosure of this information beyond the intended recipients may cause harm to the individual and/or the College.	Disclosure of this information beyond the specified recipients would likely cause serious harm to the individual and/or the College.
Examples: • Public phone directories • Student directory information* • Marketing materials • Course catalogs • Annual reports • Press releases • Regulatory and legal filings *Directory information about students who have requested FERPA blocks must be classified and handled as Confidential/Sensitive data.	**Examples:** • Departmental policies and procedures • Grant applications • Physical plant information that is not confidential or restricted • Non-public building plans or layouts that are not confidential or restricted • Campus wide IDs • ID photos • Class Rosters/Advisor Rosters	**Examples:** • Non-directory student information • Information protected under FERPA • Personnel Records • Donor information • Budget/financial transactions • Internal operating procedures and operational manuals • Internal memoranda, emails, reports and other documents • Technical documents such as system configurations and floor plans	**Examples:** • Government issued identifiers such as Social Security Number, Passport number, Driver's License Number, or any State ID Number • Individually identifiable financial account information such as Bank accounts, Credit/Debit Card information (number, expiration date, security code) • Personally Identifiable Information (PII) • User System Passwords/PINs • Individually identifiable health or medical/disability information • Student and family Financial/Financial Aid history, account balances, etc.

Feedback: If you have questions or concerns about the policy, or if you know of items that are out of compliance, please contact your supervisor or the College Chief Information Officer (CIO).

Use Your Good Judgement: The lists above are only examples and are not definitive classifications. When in doubt as to how any data should be classified among the four levels of

security classification, contact your supervisor.

EXHIBIT B-5

Ocean County College, Toms River, NJ

ADMINISTRATION
ADMINISTRATIVE OPERATIONS
Account Creation
#92002230

Policy

Ocean County College provides user accounts to access College Systems, access to these accounts are at the discretion of Ocean County College Administration and can be revoked at any time. Standard processes for disabling and deletion of accounts and files associated with those accounts are outlined in procedures set by the OCC Office of Information Technology and OCC IT Governance.

Gaining access to an Ocean County College account does not give a user access to all OCC systems, access to systems are designated based on the role of the user.

Users with Ocean County College accounts are responsible for the way in which those accounts are used. Responsible Use of Communication Systems and Information Technology is outlined in Policy #2500. Data Classification and appropriate use of Data is outlined in Policy #2220. Improper use of the account can result in revocation.

ADOPTED: February 22, 2024

EXHIBIT B-6

Ocean County College, Toms River, NJ

ADMINISTRATION
COMMUNICATION SYSTEMS
Responsible Use of College Digital Platforms
#9310~~2540~~

POLICY

The purpose of Ocean County College's Digital Platforms is to enhance the mission of the College. These platforms include web sites, online forums, and social media. Some elements of these platforms are available to the community-at-large while others are restricted to certain segments of the campus community.

All content on these platforms must comply with local, state, and federal law, including ADA Regulations, College policies, and web standards identified in the Digital Platform Standards Manual. All content must also comply with and be directly related to College business or -courses. All statements contained within the content must be consistent with the College culture statements. All digital content, including links to external sites, are subject to review and approval by the College. The College retains the right to remove any material that it deems inappropriate or in violation of statute, regulation, or standards.

College employees or groups wishing to publish digital content should collaborate with the College Relations Office.

Adopted: September 26, 2005
Revised: April 27, 2023

EXHIBIT B-7

EXHIBIT B-7

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Ocean County College, Toms River, NJ

ADMINISTRATION
COMMUNICATION SYSTEMS
Use of the Internet and OCC E-Mail #93202530

POLICY

Communication technology offers access through computers to people and information resources within the college and outside the college to the entire world. College faculty, staff and students via the Internet have access to electronic mail, college and university libraries, public libraries, information and news media, research institutes, governmental agencies, a variety of public domain software, and discussion groups on a wide variety of topics. Through the Internet, Ocean County College provides a resource for sending and receiving electronic mail worldwide.

Neither the College, nor any office or department thereof, is responsible for:

1. the content of mail messages that may appear in electronic mailboxes; or

2. the use of the information acquired through the college's electronic network.

Adopted: January 27, 1997

Ocean County College, Toms River, NJ

ADMINISTRATION
COMMUNICATION SYSTEMS
Use of the Internet and OCC E-Mail #2530

I. Use of E-Mail at Ocean County College

With communication access provided through college-owned hardware and/or software, the following statements are intended to guide college faculty, staff, and students in the use of the Internet and local Ocean County College e-mail.

1. Individual Responsibility
   By accessing the College's email system, faculty, staff and students assume personal responsibility for its appropriate use and agree to comply with all applicable College codes of conduct, policies and procedures, as well as all applicable local, state, and federal laws and regulations. The individual is solely responsible for access and use of his or her personal email account and may not share his or her password or account with anyone.

2. Acceptable Use and Restrictions
   Individuals should not assume that anything received, sent or stored on this system is private. The College generally, and system administrators specifically, will respect the privacy of users. However, these systems are not provided or intended for sending or receiving private or confidential communications. If material is stored electronically rather than in paper files, it must be just as accessible to others who need access to those files as any paper file. In addition, system administrators have access to all email and may monitor them as directed, to ensure efficient performance and appropriate use. If access discloses improper or illegal use, it will be reported and appropriate action taken. Legal processes, including requests for information under the New Jersey Open Public Records Act, may also compel disclosure.

   The College reserves the right to refuse mail and other connections from outside hosts that send unsolicited, pornographic, mass or commercial messages, online purchase transaction acknowledgments or receipts, or messages that appear to contain viruses to the College's users, and to filter, refuse, or discard such messages. These emails can also be used to ensure adherence to all other procedures in this document.

   Ocean County College strives to block offensive, indecent, and objectionable email.

   The College's email system is provided to support the College's mission. Using the system for private business, personal gain, non-profit activities, advertising and fundraising not related to the College is prohibited. Excessive personal use with family and friends is also prohibited. Supplying an email address to vendors for things such as online purchases, financial transactions, and contests is strictly prohibited. Misuse can lead to penalties up to and including loss of system access, disciplinary action, or employment termination. Misuse would include, but not be limited to the following:

   a. Emailing, uploading, publishing, distributing, disseminating, transmitting or otherwise making available any content that is unlawful, harmful, threatening, abusive, harassing, defamatory, vulgar, obscene, libelous, hateful, or invasive of another's privacy.

   b. Emailing, uploading, publishing, distributing, disseminating, transmitting or otherwise making available any topic, name, material or information that incites discrimination, hate, or violence towards one person or a group because of their belonging to a race, a religion, or a nation, or that insults the victims of crimes against humanity by contesting the existence of those crimes.

c. Uploading files that knowingly contain viruses, trojan horses, worms, time bombs, corrupted files, or any other similar software or programs that may damage the operation or hardware of any or all systems.

Ocean County College supports free speech and academic freedom rights in electronic forms of communication, and individuals receive these rights as in other forms of communication. However, responsibilities are different because of the nature of the medium. Electronic messages may be accessible to unintended audiences. The College will not impose restraints or monitor content of communications except as required by applicable law and system administration requirements.

Email, like other user files, is kept as private as possible. Attempts to read another person's email will be treated with the utmost seriousness. The College and its administrators of central email system will not read mail unless necessary in the course of their duties. Also, there may be inadvertent inspection in the ordinary course of managing and maintaining the computer network and in carrying out other day-to-day activities.

An individual may not impersonate any person or entity, including, but not limited to, an Ocean County College employee, or falsely state or otherwise misrepresent any affiliation with a person or entity.

An individual has full responsibility for statements made via email. Such statements do not represent the opinions of the College or any other member of the College community.

Individuals should strongly discourage friends, family, associates, etc., from sending email that is not business related. This is especially true of email containing large attachments that are considered inspirational, educational, humorous, etc. These are usually of the file types such as JPG, WMV, MPG, AVI, MP3, etc. These files are usually not business related and tend to be very large, consuming large amounts of system resources while degrading system performance.

Email with unknown file types should not be opened, as these attachments could contain viruses, worms, Trojan horses, etc. These emails should be deleted immediately and then deleted from the “Deleted Items” folder.

Individuals may not conduct contests, pyramid schemes, advance chain letters or unsolicited email, send junk email, forge headers, manipulate identifiers to disguise the origin of any Content, or use the system in anyway for the purposes of spamming.

Actions that threaten the integrity of any system or its contents, the function of resources accessed through the system, the privacy or safety of anyone, or that are illegal, are strictly forbidden and could be subject to severe disciplinary action by the College and possibly local, state, and federal officials.

3. Privileges
The use of the Internet and e-mail systems is a privilege, not a right, and inappropriate use will result in a cancellation of that privilege.

4. Security
Security on any computer system is a high priority. Faculty, staff, or students who become aware of a security problem should notify the appropriate administrator at once. The user must not demonstrate the problem to other users. Faculty, staff, and students may not use another individual's account without

written permission from that person.

5. Updating and Storage

Updating

a. The Office of Information Technology will occasionally require new registration and account information to continue the service. Users must notify the Office of Information Technology of any changes in the account.
b. The Office of Information Technology will on a regular basis require all passwords to expire. New passwords must be reentered by each user as required.

Storage

The College's email system is comprised of both hardware and software. The system thereby has limitations based upon the design of the system. For this reason the following procedures are necessary to ensure system degradation does not occur:

a. Storage limits – Since the system has a finite of amount of space available for storage, it is essential that employee mailboxes have a size restriction. Based upon the College's current system, all users will be given a mailbox of 300 MB in size to store emails. Individuals will receive a warning email from the system should a mailbox reach 250 MB. At this point, the individual will need to delete unneeded emails. If a mailbox should reach 275 MB in size, the individual will only be able to send emails and not receive them. The individual will receive a warning message should a mailbox reach this size. If an individual allows an account to reach the 300 MB maximum size limit then emails will no longer be sent or received. Again, the individual will receive a warning message from the system should a mailbox reach this size. It is important that the individual maintain the mailbox on a regular basis by deleting email that is no longer needed.

b. The college reserves the right to choose the email application that it will support. The college will be responsible for informing and training employees in any replacement system(s) it selects in a timely and thorough manner.

Finally, the College reserves the right to update these procedures at any time. Failure to comply with the terms and conditions of these procedures may lead to disciplinary action, including termination.

II. Use of the Internet at Ocean County College

With communication access provided through College-owned hardware and software, the following statements are intended to guide College faculty, staff, and students in the use of the Internet.

1. Acceptable Use and Restrictions

Use of a computer to access the Internet must be in support of educational or research activities and be related to official Ocean County College business. This applies to College-owned computers as well as computers you may personally own and bring onto the College or by accessing the College's network remotely. Use of another organization's network or computing resources via the Internet must comply with rules appropriate to both that network and the procedures set forth in this document.

Ocean County College does not actively monitor everyone's Internet use. However, it does retain the right to monitor any system or any employee's use of that system for legitimate business reasons. These include, but are not limited to, the following:

- Ensuring effective and/or secure operation
- Keeping records of transactions the College is involved in
- Verifying employee compliance with laws or policies and procedures
- Detecting or preventing crime
- Ensuring that unnecessary business and/or security risks are not undertaken through misuse
- The New Jersey Open Public Records Act

Restrictions - Users must not:

a. Transmit and/or knowingly receive and misuse any material in violation of any Federal, State, or local laws. This includes, but is not limited to; confidential information, software or music piracy, hacking into unauthorized systems, intentional introduction of viruses or spyware onto the network, copyrighted material, patented information, threatening or obscene material, or material protected by trade secret.
b. Use College computing systems for personal, commercial or political purposes.
c. Monopolize systems in a shared resource environment, overload networks with excessive data, waste computer time, connect time, disk space, printer paper, manuals, or other college resources.
d. Expand access to the network with the addition of personally owned switches, hubs, access points, or other types of network hardware and/or software.
e. Utilize hardware and/or software designed to illegally capture network data.

2. Privileges

The use of the Internet is a privilege, not a right, and inappropriate use can result in a cancellation of that privilege, disciplinary action, or dismissal.

3. Network Etiquette and Privacy

Users are expected to abide by the generally accepted rules of network etiquette. These rules include, but are not limited to, the following:

a. All users should be polite. They should never send, or encourage others to send, intentionally abusive messages.
b. All users should use appropriate language. Faculty, staff, and students of Ocean County College are representatives of the College. What is said and done on the Internet can be viewed globally.
c. Electronic mail is considered to be private information belonging only to the sender and those designated to receive the message. (See above, I, 2, e.)

4. Security

Security on any computer system is a high priority. Faculty, staff, or students who become aware of a security problem should notify the appropriate administrator at once. The user must not demonstrate the problem to other users.

5. Updating

a. The Office of Information Technology may occasionally require new registration and account information to continue the service. Users must notify the Office of Information Technology of any changes in the account.

b. The Office of Information Technology may on a regular basis require all passwords to expire. New passwords must be reentered by each user as required.

Adopted: February 3, 1997
Revised: December 9, 1997
Revised: May 30, 2007

EXHIBIT B-8

Ocean County College, Toms River, NJ

ADMINISTRATION
ADMINISTRATIVE OPERATIONS
Artificial Intelligence #9410~~2215~~

POLICY

Ocean County College's systems and personnel process (receive, store, process, transmit, and alter) a variety of sensitive and non-sensitive (public) information that must be handled in accordance with applicable laws, regulations, and best security practices. This information must be protected from unauthorized access, modification, and destruction and backed up or archived as appropriate for the level of sensitivity and criticality of the information.

"Generative AI refers to deep-learning models that can generate high-quality text, images, and other content based on the data they were trained on" (Martineau, 2023).

Publicly available applications driven by generative artificial intelligence (GenAI), such as chatbots or image generators, are impressive and widely popular. Examples of Generative AI (GenAI) include text-based and image-based tools. While these content-generating tools may offer attractive opportunities to streamline work functions and increase efficiency, they come with serious security, accuracy, and intellectual property risks.

This policy highlights the unique issues raised by GenAI, helps employees understand the guidelines for its acceptable use, and protects the College's confidential or sensitive information, trade secrets, intellectual property, workplace culture, commitment to diversity, and reputation.

Purpose: The purpose of this policy is to establish standards for the use of artificial intelligence (AI) tools, software, and systems on the College's infrastructure. Students and faculty looking for guidance on AI in the classroom should refer to Policy #5180, Classes and Instruction, Academic Integrity.

Scope: This policy applies to all systems and information owned, managed, or processed by Ocean County College and its authorized personnel. This policy also applies to any external or non-Ocean County College system that interconnects with or exchanges data with Ocean County College-owned or managed systems.

Policy: This policy addresses the use of any third-party or publicly available GenAI tools, including text-based and image-based applications that mimic human intelligence to generate answers, work products, or perform certain tasks. Note that this policy may not address other GenAI or AI tools formally approved or installed for your use by the College.

Do not upload or input any confidential, proprietary, or sensitive College information into any GenAI tool. Examples include passwords and other credentials, FERPA-protected information, Protected Health Information (PHI), personnel material, information from documents marked Confidential, Sensitive, or Proprietary, or any other nonpublic College information that might be of use to malicious entities or harmful to the College if disclosed. Failure to follow this policy may breach your or the College's obligations to keep certain information confidential and secure, risks widespread disclosure, and may cause the College's rights to that information to be challenged.

Adopted: April 24, 2025

EXHIBIT B-9

Ocean County College, Toms River, NJ — ADMINISTRATION
COMMUNICATION SYSTEMS
Responsible Use of Communication Systems and Information Technology #2500
POLICY

Ocean County College will provide or contract for the communications services and technological equipment necessary to gain access to information resources which promote its mission and goals and to provide an atmosphere which encourages the free expression of ideas. Access to communication resources is a privilege to which all members of the college community whose work requires it are entitled. Certain responsibilities accompany that privilege and understanding them is important for all communication technology users.

The College expects that all members of the academic community will respect the rights of others and comply with all the laws that pertain to communication and communication technology. Information technology provides a means of communication, both public and private. Users and system administrators will respect the privacy of person-to-person communication in all forms, including voice (telephone), text (regular mail, electronic mail and file transfer), and image (graphics and television).

The College vests the responsibility for ensuring the integrity and performance of its various communication systems with various administrators. While respecting the rights of all users, when the use of a communication system unnecessarily impedes the communication activities of others, system administrators are authorized to take those actions necessary to maintain the system and are fully accountable for their actions.

Communication systems and information technology may be used for purposes related to academic studies, the discharge of professional responsibilities by employees, official business with the college, and other college-sanctioned activities. Improper use of communication systems and information technology includes, but is not limited to the following:

- deliberate harassment of other users;
- intentional destruction of or damage to equipment, software, or data belonging to OCC or other users;
- unauthorized copying of copyrighted material;
- intentional disruption of communication systems;
- sending forged email or chain letters that may interfere with system efficiency;
- violation of system securities;
- violation of computer software license agreements;
- unauthorized use of computer accounts or access codes;
- academic dishonesty (plagiarism, cheating); or
- use of a communication system for private business purposes.

College users can facilitate computing in a shared resource environment through:

- regular deletion of unneeded files from accounts on central or networked computers;
- refraining from overuse of connect time, information storage space, printing facilities, or processing capacity;
- refraining from overuse of interactive network facilities.

Violation of the statements described above will be dealt with in accordance with normal disciplinary procedures of the college. Illegal acts involving College communication resources may also be subject to prosecution by state and federal authorities. The College reserves the right to extend, limit, restrict, or deny privileges and access to its communication systems based on institutional priorities and financial considerations, as well as, when presented with evidence of a violation of this and other College policies, or state and federal laws.

Adopted: December 8, 1997

Ocean County College, Toms River, NJ	ADMINISTRATION COMMUNICATION SYSTEMS Responsible Use of Communication Systems and Information Technology #2500

PROCEDURE

1. Supervisors are responsible for instructing or providing college-supported training opportunities for employees on the proper use of the communication services and equipment used by Ocean County College for both internal and external professional communications. Communications equipment and services include, but are not limited to, U.S. mail, college mail, electronic mail, Internet connections, courier services, facsimiles, telephone systems, computer networks, on-line services, computer files, video equipment and tapes, tape recorders and recordings, pagers, cellular phones, and bulletin boards.

2. Most communication services and equipment have toll charges or other usage-related expenses. Employees should be aware of these charges and should consider cost and efficiency needs when choosing the proper vehicle for each professional communication.

3. Employees should not use college communication services and equipment for personal purposes except in emergencies or when extenuating circumstances warrant it. When personal use is unavoidable, employees must properly log any user charges and reimburse the college for them. However, whenever possible, personal communications that incur user charges should be placed on a collect basis or charged directly to the employee's personal credit card or account.

4. College communications equipment may not be removed from the premises without written authorization from the employee's supervisor.

5. Employees should exercise care so that no personal correspondence appears to be an official communication of the college. Employees may not use college stationery or postage for personal letters.

Adopted: December 9, 1997

Ocean County College, Toms River, NJ **INFORMATION TECHNOLOGY**
ADMINISTRATIVE OPERATIONS

INFORMATION TECHNOLOGY ACCEPTABLE USE #9300

POLICY

Purpose

Ocean County College (OCC) provides a robust information technology infrastructure to support its academic, administrative, and operational mission. This infrastructure includes network access, internet connectivity, and information processing systems for students, faculty, and staff. To ensure the integrity, security, and optimal performance of these systems, OCC enforces principles of acceptable use through this policy.

Scope

This policy applies to:

- All OCC-owned, managed, or processed systems and information.
- All authorized OCC personnel and users.
- Any external or non-OCC systems that interconnect with or exchange data with OCC systems.
- All devices used to access OCC systems, including OCC-issued equipment, personal computers, mobile devices, and other electronic devices.

Compliance Requirements

OCC is required to comply with the Gramm-Leach-Bliley Act (GLBA), which mandates adherence to the security standards outlined in NIST Special Publication 800-171, Revision 3, *Protecting Controlled Unclassified Information in Nonfederal Systems and Organizations*.

Acceptable Use Guidelines

Users are granted access to OCC's information systems and resources solely to perform their academic or job-related responsibilities. Personal use is not permitted. All users must:

- Use OCC systems in a manner that protects the confidentiality, integrity, and availability of information assets.
- Comply with all applicable federal, state, and local laws, as well as OCC policies and standards.
- Understand that access and use of OCC systems is a revocable privilege and employees and students may be subject to disciplinary action for inappropriate use of OCC systems.
- Be accountable for all activities conducted under their OCC accounts, regardless of location or device used.

Privacy and Monitoring

Ocean County College, Toms River, NJ **INFORMATION TECHNOLOGY**
ADMINISTRATIVE OPERATIONS

INFORMATION TECHNOLOGY ACCEPTABLE USE #9300

Users should have no expectation of privacy when using OCC equipment or systems. OCC reserves the right to access, monitor, and review information stored or transmitted through its systems for legitimate purposes, including but not limited to:

- Emergency resolution.
- System performance monitoring and security incident response.
- Internet usage monitoring, including remote access.
- Data backup and recovery operations.

Information may also be accessed or disclosed to external parties without prior notice when required for:

- Compliance with the New Jersey Open Public Records Act (OPRA).
- Response to valid subpoenas, court orders, or legal discovery requests.
- Internal or external audits, investigations, or inquiries.
- Execution of necessary business operations.

All electronic information created, stored, or transmitted using OCC systems is considered property of the College, unless explicitly stated otherwise.

Privileged Access

OCC IT personnel and other authorized users with elevated access privileges must exercise their roles responsibly. Access to user information is permitted only when:

- Required for system maintenance or security.
- Supported by adequate cause and reviewed by the appropriate College Officer or the IT Governance Committee.

Enforcement

Violations of this policy may result in disciplinary action, including revocation of access privileges, legal action, or other consequences as deemed appropriate by OCC.

Restricted Services

To safeguard OCC's sensitive information, the following services are restricted. This list is not exhaustive; users must exercise discretion when using any third-party technology not explicitly approved by OCC. When in doubt, consult OCC's Technology Department or IT Governance Committee.

Restricted services include:

1. **Social Media Platforms -** Personal or professional social media tools must not be used to store or communicate OCC information classified as confidential, private, or sensitive. Refer to the Social Media Policy for additional guidance.

2. **Third-Party Cloud Services -** Confidential OCC data must only be stored in OCC-managed cloud environments. Use of personal or external cloud storage solutions is prohibited unless explicitly approved by IT Governance.
3. **Third-Party Email Services -** OCC information classified as confidential or sensitive must not be transmitted or stored using non-OCC email services. Auto-forwarding to external email accounts is prohibited unless approved.
4. **Text Messaging (SMS/MMS) -** These services must not be used to transmit OCC confidential or sensitive information.
5. **Video Conferencing Tools -** Use is limited to OCC business and educational purposes. Users must ensure that sessions are configured to prevent unauthorized access to sensitive discussions or materials.
6. **Unapproved Chat Services -** OCC confidential or sensitive information must not be communicated or stored using chat platforms not approved by OCC IT.
7. **File Sharing Software (e.g., BitTorrent) -** Use of peer-to-peer file sharing software is prohibited unless explicitly approved for academic or business purposes by IT Governance.

Unauthorized Recording

The College prohibits the unauthorized recording of any work-related meeting, conversation, phone call, video call, or other form of communication. This includes audio, video, and screen recordings, as well as the use of any device or software designed to capture or store conversations. Employees may not record interactions involving coworkers, supervisors, students, vendors, or other members of the College community without prior authorization from Human Resources and the informed consent of all participants.

The College reserves the right to record meetings, training sessions, or other official events for legitimate business, academic, or compliance purposes. When the College initiates a recording, a message will be posted notifying all participants that the session is being recorded. Recordings will be managed in accordance with applicable laws and College policies.

This policy applies to recordings made on College-owned devices, personal devices, or any third-party platform. Violations may result in disciplinary action, up to and including termination.

Non-Compliance and Sanctions

Violation of this policy may result in disciplinary action, up to and including termination of employment, revocation of access privileges, and legal consequences. OCC reserves the right to investigate suspected violations and take appropriate action to protect its systems, data, and community.

ADOPTED: December 8, 1997
Revised: December 11, 2025

EXHIBIT B-10

POLICY

Students may earn credit for prior learning gained through non-traditional or non-college-credit educational experiences, employment, volunteer work, etc., or classroom work at unaccredited* institutions through:

1. Credit By Examination

This policy applies only to fully matriculated students, either full-time or part-time. Credit by examination is considered "transfer credit."

Fully matriculated students can earn credit for what they already know by earning qualifying scores on standardized tests or through training and educational program evaluations, as assessed by recognized college-credit recommending services and/or evaluations by other accredited institutions for which OCC has current course equivalencies as recommended by the Deans and approved by the Academic Standards Committee. (See policy attachment)

Credit for learning from unaccredited* institutions and/or work and other appropriate life experiences may be granted for appropriate courses on the basis of examination. The Vice President of Academic Affairs will approve the granting of such credit upon recommendation of the appropriate Department Administrator as follows: In-house Credit By Examination – Dean or designee of the appropriate school; Standardized Tests – Registrar; Non-Credit to Credit – Executive Director of Workforce and Professional Education or designee. Examinations will be standardized when possible, including both oral and written portions as well as practical performance where applicable. Students will be permitted to take an in-course credit by exam one time only. Students who have previously taken the course for credit at Ocean County College will not be permitted to subsequently take in-house Credit By Examination. A fee shall be assessed for each examination of this type as indicated in Policy #5300: Tuition/Fee Schedule.

2. Portfolio Assessment

Students may earn credit through portfolio assessment for experiential learning. The assessments may be done by Thomas Edison State University Office of Prior Learning Assessment/Portfolio, and a maximum of 30 semester hours may be transferred back to Ocean County College in accordance with College policy #5128. Ocean County College, on a case-by-case basis, may conduct Prior Learning Assessment through portfolio evaluation for classes that readily lend themselves to such assessments, as approved by the Vice President of Academic Affairs and the School Dean or their designees.

Portfolio assessment credit is considered "transfer credit." Students will be permitted to submit an in-house Portfolio Assessment one time only. Students who have previously taken the course for credit at Ocean County College will not be permitted to subsequently submit an in-house Portfolio Assessment. A fee shall be assessed for each assessment of this type as indicated in Policy #5300: Tuition/Fee Schedule.

*Accredited institutions are those that have been accredited by one of the regional institutional accrediting bodies recognized by the American Council on Education. All other institutions are considered unaccredited.

ADOPTED: July 26, 1971
Revised: May 21, 1973
Revised: February 25, 1974
Revised: October 22, 1979
Revised: December 14, 1981
Revised: March 24, 1986
Revised: June 27, 1988
Revised: January 25, 1993
Revised: March 28, 1994
Revised: June 27, 1994
Revised: April 22, 1996
Revised: February 28, 2000
Revised: November 20, 2000
Revised: April 25, 2005
Revised: May 29, 2012
Revised: February 23, 2017
Revised: May 28, 2020
Revised: February 24, 2022

Credit for Prior Learning #5140

Prior Learning Assessment (PLA) is the process by which OCC awards academic credit for verified college-level skills and knowledge acquired outside the classroom. The purpose of this policy is to establish and formalize prior learning assessment and non-academic credential review as a recognized methodology for meeting the educational needs of prospective, current, and legacy Ocean County College (OCC) students, the community, and OCC's partner organizations. This policy applies only to fully matriculated students, whether enrolled full-time or part-time.

ADOPTED: July 26, 1971
Revised: May 21, 1973
Revised: February 25, 1974
Revised: October 22, 1979
Revised: December 14, 1981
Revised: March 24, 1986
Revised: June 27, 1988
Revised: January 25, 1993
Revised: March 28, 1994
Revised: June 27, 1994
Revised: April 22, 1996
Revised: February 28, 2000
Revised: November 20, 2000
Revised: April 25, 2005
Revised: May 29, 2012
Revised: February 23, 2017
Revised: May 28, 2020
Revised: February 24, 2022

EXHIBIT B-11

EXHIBIT B-11

Program Change Request

Date Submitted: 10/03/25 2:02 pm

Viewing: AS.BA : Business Administration, Associate in Science

Last approved: 04/16/24 3:42 pm

Last edit: 11/13/25 4:51 pm

Changes proposed by: Katherine Toy (ktoy)

Catalog Pages Using this Program

Business Administration, Associate in Science

Program Type	Associate in Science (AS)
Program Title	Business Administration, Associate in Science
Academic School	Business and Social Sciences
Effective Catalog Year	2026-2027
Program Code	AS.BA
CIP Code	520201 - Business Administration and Management, General.

Program Description

In Workflow

1. **BS Academic Administrator**
2. **BS Dean**
3. **Executive Director of Curriculum and Program Development**
4. **Curriculum Committee Chair**
5. **Senate Chair**
6. Vice President of Academic Affairs
7. Cabinet
8. President
9. Board of Trustees Chair
10. Academic Administrator for Programs

Approval Path

1. 10/03/25 7:05 pm James Marshall (jmarshall): Approved for BS Academic Administrator
2. 10/07/25 3:01 pm James Marshall (jmarshall): Approved for BS Dean
3. 10/16/25 11:39 am James Marshall (jmarshall):

Approved for Executive Director of Curriculum and Program Development
4. 10/24/25 12:30 pm Caroline Brittain (cbrittain): Approved for Curriculum Committee Chair
5. 11/11/25 8:39 am James Marshall (jmarshall): Rollback to Curriculum Committee Chair for Senate Chair
6. 11/13/25 4:51 pm Caroline Brittain (cbrittain): Approved for Curriculum Committee Chair

History

1. Oct 22, 2020 by soconnor
2. Jan 20, 2023 by soconnor
3. Apr 10, 2023 by soconnor
4. Apr 10, 2023 by soconnor
5. Apr 16, 2024 by James Marshall (jmarshall)

The AS in Business Administration is designed for those students desiring to transfer to a baccalaureate program in business. This degree is a broad program of study that provides students with specific skills as well as a general overview of business topics.

Program Objectives

Program Goals

	Program goals
PG1	N/A

Program Learning Outcomes

	Students who successfully complete this program will be able to:
PLO1	Analyze the concepts, principles, and operations of the private enterprise system. ~~system.~~ ~~2.~~
PLO2	Compare and contrast types of businesses and forms of business ownership.
PLO3	Evaluate the impact of global markets and international competition.
PLO4	Discuss the role of management in developing an organizational structure, applying this to a variety of organizations and entities. ~~structure.~~
PLO5	Describe the relationship between production and consumption.
PLO6	Examine the marketing function and describe the concepts and processes involved in designing and applying product strategy, promotional strategy, distribution strategy, and ~~and~~ pricing strategy across a variety of business and organizations. ~~strategy.~~
PLO7	Develop awareness of how government decisions can influence the business environment in a variety of industries and situations. ~~environment.~~
PLO8	Develop an awareness of factors which would enhance leadership activities.

EXHIBIT B-11

	Students who successfully complete this program will be able to:
PLO9	Evaluate financial transactions and financial statements for sole proprietorships, partnerships, and corporations. ~~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
ENGL 151									
ENGL 152									
ECON 151			Exam		Exam		Exam		
CSIT 123									
COMM 154									
ACCT 161		Exam							Exam
ACCT 162		Exam							Exam
BUSN 134			Exam		Exam	Exam			
BUSN 251		Exam					Exam		
BUSN 271	Exam	Exam		Exam		Exam		Project Presentation Exam	

EXHIBIT B-11

Course Code	PLO 1	PLO 2	PLO 3	PLO 4	PLO 5	PLO 6	PLO 7	PLO 8	PLO 9
ECON 152			Exam		Exam		Exam		
FirstSemester									
SecondSemester									
ThirdSemester									
FourthSemester									
ENGL 151									
ENGL 152									
ECON 151			Exam		Exam		Exam		
CSIT 123									
COMM 154									
ACCT 161		Exam							Exam
ACCT 162		Exam							Exam
BUSN 134			Exam		Exam	Exam			
BUSN 251		Exam					Exam		
BUSN 271	Exam	Exam		Exam		Exam		Project Presentation Exam	

EXHIBIT B-11

Course Code	PLO 1	PLO 2	PLO 3	PLO 4	PLO 5	PLO 6	PLO 7	PLO 8	PLO 9
ECON 152			Exam		Exam		Exam		
FirstSemester									
SecondSemester									
ThirdSemester									
FourthSemester									

Required Qualifications

Communications		
ENGL 151	English I	3
ENGL 152	English II	3
Humanities		
Humanities Gen. Ed. Requirement		3
Social Science		
ECON 151	Macroeconomic Principles	3
Additional Humanities or Social Science		
Humanities or Social Science Gen. Ed. Requirement		3
Math-Science-Technology		
MATH 156 or MATH 166 or (MATH 191 or Higher)		3
Lab Science Gen. Ed. Requirement		4
CSIT 123	Integrated Office Software	3
Additional General Education Credit		
COMM 154	Fundamentals of Public Speaking	3
Any Course from the Gen. Ed. Course List		3
Program Requirement		
Any STSC - Student Success Seminar course		2
Concentration Requirement		

ACCT 161	Principles of Accounting I	3
ACCT 162	Principles of Accounting II	3
BUSN 134	Principles of Marketing	3
BUSN 251	Business Law I	3
BUSN 271	Principles of Management	3
ECON 152	Microeconomics Principles	3
Elective Courses		
Electives to meet 60 credits		9
Total Credit Hours		

Plan of Study Grid

First Semester		Credit Hours
ENGL 151	English I	3
~~MATH 161 or Higher~~ [1]		~~3-6~~
MATH 156 or MATH 166 or (MATH 191 or Higher) [1]		3-4
ECON 151	Macroeconomic Principles	3
~~Humanities Gen. Ed. Requirement~~		~~3~~
Any STSC - Student Success Seminar course [2]		2
BUSN 134	Principles of Marketing	3
	Credit Hours	14-15
Second Semester		
ENGL 152	English II	3
Any Gen. Ed. Course [1]		3
~~BUSN 134~~	~~Principles of Marketing~~	~~3~~
ACCT 161	Principles of Accounting I	3
CSIT 123	Integrated Office Software	3
ECON 152	Microeconomics Principles	3
	Credit Hours	15
Third Semester		
~~ACCT 161~~	~~Principles of Accounting I~~	~~3~~
ACCT 162	Principles of Accounting II	3
BUSN 251	Business Law I	3
Humanities or Social Science Gen. Ed. Requirement		3
Lab Science Gen. Ed. Requirement		4
Elective [3]		3
	Credit Hours	16
Fourth Semester		
~~ACCT 162~~	~~Principles of Accounting II~~	~~3~~

EXHIBIT B-11

BUSN 271	Principles of Management	3
COMM 154	Fundamentals of Public Speaking	3
Humanities Gen. Ed. Requirement		3
Elective [3]		3
Elective to meet 60 credits [3]		2-3
	Credit Hours	14-15
	Total Credit Hours	59-61

1

Many four-year business degree programs require Precalculus or Calculus as the entry-level math course. Students planning to transfer to Stockton University business programs should take Statistics. Kean Ocean students should take College Algebra and a second math course in Precalculus.

2

A variety of STSC -Student Success Seminar courses are available.

3

Any student planning to transfer to a Stockton University business program should take ACCT 263. Other elective choices may depend upon chosen OCC business major.

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
HUMN OR SOSC	3

GMAT/ GSCI/ GTEC

Course Code & Title	Credits
MATH 156 ~~161~~ OR MATH 166 OR (MATH 191 or higher) ~~HIGHER~~	3-4 ~~3-6~~
CSIT 123	3
LAB SCIE	4

EXHIBIT B-11

General Education

Course Code & Title	Credits
Any General Education course ~~MATH 191 OR HIGHER~~	3
ECON 152	3

Concentration Courses

Course Code & Title	Credits
BUSN 134	3
ACCT 161	3
BUSN 251	3
ACCT 162	3
BUSN 271	3
COMM 154 ~~ECON 151~~	3

Elective Courses

Course Code & Title	Credits
STSC 150	2
ELECTIVE	3
ELECTIVE ~~COMM 154~~	3
ELECTIVE	2-3 ~~0-3~~

Board Approval

History of Board approval dates

Board of Trustees Approval Date: December 6, 2010
Board of Trustees Approval Date: August 26, 2013
PLT Approval: November 25, 2014
Board of Trustees Approval Date: December 8, 2014
Board of Trustees Approval Date: December 07, 2017
Board of Trustees Approval Date: December 06, 2018

Board Approved in batch on March 16, 2023 (STSC update - used admin save since there were so many programs being revised at once for the same change).

Reviewer Comments

EXHIBIT B-11

James Marshall (jmarshall) (11/11/25 8:39 am): Rollback: Edits to Plan of Study Grid sequencing.

Key: 7

EXHIBIT B-12

EXHIBIT B-12

Program Change Request

Date Submitted: 10/13/25 10:46 am

Viewing: AS.CS : Computer Science, Associate in Science

Last approved: 04/16/24 4:22 pm

Last edit: 10/13/25 10:46 am

Changes proposed by: James Marshall (jmarshall)

Catalog Pages Using this Program

Computer Science, Associate in Science

Program Type	Associate in Science (AS)
Program Title	Computer Science, Associate in Science
Academic School	Science, Technology, Engineering, Mathematics
Effective Catalog Year	2025-2026
Program Code	AS.CS
CIP Code	110101 - Computer and Information Sciences, General.

Program Description

In Workflow

1. **STEM Academic Administrator**
2. **STEM Dean**
3. **Executive Director of Curriculum and Program Development**
4. **Curriculum Committee Chair**
5. **Senate Chair**
6. Vice President of Academic Affairs
7. Cabinet
8. President
9. Board of Trustees Chair
10. Academic Administrator for Programs

Approval Path

1. 10/13/25 12:34 pm Connor Sampson (csampson): Approved for STEM Academic Administrator
2. 10/15/25 9:49 am Vandana Saini (vsaini): Approved for STEM Dean
3. 10/16/25 11:40 am James Marshall (jmarshall): Approved for

EXHIBIT B-12

Executive Director of Curriculum and Program Development
4. 10/24/25 11:54 am Caroline Brittain (cbrittain): Approved for Curriculum Committee Chair

History

1. Jun 15, 2022 by soconnor
2. Mar 23, 2023 by hpaggi
3. Apr 10, 2023 by soconnor
4. Jan 8, 2024 by soconnor
5. Apr 16, 2024 by James Marshall (jmarshall)

The program outlined here will prepare students for transfer to a four-year college to obtain a Bachelor of Science degree in Computer Science and provide a solid base of knowledge for a career in the Computer Science field. The curriculum follows closely program requirements of prominent four-year higher education institutions in New Jersey and is designed to address the preparation of our students for a future in Computer Science.

Program Objectives

Program Goals

	Program goals
PG1	NA

EXHIBIT B-12

Program Learning Outcomes

	Students who successfully complete this program will be able to:
PLO1	State the basic concepts of a modern computer architecture including the main functions of an operating system and ancillary software and how the major computer data, instruction and addressing formats influence computer performance.
PLO2	Describe the software development life cycle(SDLC) and how it applies to recognizing solutions to the problems involved in program portability and data design by collecting, organizing and evaluating information
PLO3	Illustrate the benefits of Object-Oriented software development and the rational of derived classes (including private, protected and public data members and methods).
PLO4	Analyze (big O) algorithms for sequential and binary searches, hashing, and common selection, exchange and insertion sorting algorithms
PLO5	Differentiate between the concepts, data structure and benefits involved in logically representing common data structures, such as tables, ordered lists, stacks, queues and trees.
PLO6	Demonstrate independent thinking through mathematical, scientific, and philosophical reasoning.
PLO7	Explain how technology has had an impact on society and the environment.
PLO8	Demonstrate knowledge and skills in the areas of Computer Science to solve technical and computational problems.

Learning Outcomes Display (show only)

Course Code	PLO 1	PLO 2	PLO 3	PLO 4	PLO 5	PLO 6	PLO 7	PLO 8
ENGL 151								
ENGL 152								
CSIT 165		Exam	Exam			Exam	Exam	

EXHIBIT B-12

Required Qualifications		
Communications		
ENGL 151	English I	3
ENGL 152	English II	3
Humanities		
Humanities Gen. Ed. Requirement		3
Social Sciences		
Social Science Gen. Ed. Requirement		3
Humanities or Social Science		
Humanities or Social Science Gen. Ed. Requirement		3
Mathematics-Science-Technology		
CSIT 165	Programming I	4
Mathematics Gen. Ed. Requirement		4
Lab Science Gen. Ed. Requirement		4
Additional General Education Credit		
Any Course from the Gen. Ed. Course List		3-4
Program Requirement		
Any STSC - Student Success Seminar course [1]		
Department Concentration		
To satisfy the department concentration, students must earn 12 credits from the academic area of Computer Studies. The course prefix for the Computer Studies concentration is CSIT. [2]		12
CSIT or MATH electives [3]		6
Elective Courses		
Electives to meet 60 credits		9-10

1

A variety of STSC -Student Success Seminar courses are available. Please speak to your academic advisor for assistance when selecting.

2

CSIT Electives can be chosen from all CSIT courses with the exception of CSIT 110, CSIT 123, CSIT 126, CSIT 131, CSIT 133, and CSIT 160

EXHIBIT B-12

3

Choose either a MATH or CSIT elective depending on your transfer pathway. MATH electives can be chosen from MATH 270, MATH 275, or MATH 267. CSIT electives can be chosen from all CSIT courses with the exception of CSIT 110, CSIT 123, CSIT 126, CSIT 131, CSIT 133 and CSIT 160.

Plan of Study Grid

First Semester		Credit Hours
ENGL 151	English I	3
MATH 265	Calculus I	4
CSIT 165	Programming I	4
Humanities Gen. Ed. Requirement		3
Any STSC - Student Success Seminar course [1]		2
-	Credit Hours	0
Second Semester		
ENGL 152	English II	3
MATH 266	Calculus II	4
CSIT 166	Programming II	4
CSIT 176	Computer Organization & Architecture	3
Humanities or Social Science Gen. Ed. Requirement		3
-	Credit Hours	0
Third Semester		
CSIT 265	Data Structures and Analysis	4
MATH 267	Calculus III	3
or MATH 270	or Discrete Mathematics	
or MATH 275	or Linear Algebra	
BIOL 161	General Biology I	4
or CHEM 181	or General Chemistry I	
or PHYS 281	or General Physics I	
Social Science Gen. Ed. Requirement		3
-	Credit Hours	0
Fourth Semester		
BIOL 162	General Biology II	4
or CHEM 182	or General Chemistry II	
or PHYS 282	or General Physics II	
CSIT Elective [2]		6
MATH or CSIT Elective [3]		3
-	Credit Hours	0
-	Total Credit Hours	0

Degree Requirements Breakdown

EXHIBIT B-12

GCOM

Course Code & Title	Credits
ENGL 151	3
ENGL 152	3

GHUM

Course Code & Title	Credits
Gen Ed Humanities ~~GEN ED HUMN~~	3

GSOC

Course Code & Title	Credits
Gen Ed Social Science ~~GEN ED SOCIAL SCIENCE~~	3

GSOC/ GHUM

Course Code & Title	Credits
Gen Ed Humanities or Social Science ~~GEN ED HUMN OR SOCIAL SCIENCE~~	3

GMAT/ GSCI/ GTEC

Course Code & Title	Credits
CSIT 165	4
Math Gen Ed ~~CSIT 166~~	4
LAB Science Gen Ed ~~MATH 265~~	4
~~MATH 266~~	~~4~~

General Education

Course Code & Title	Credits
~~BIOL 161 OR CHEM 181 OR PHYS 281~~	~~4~~
Any Gen. Ed. Requirement ~~BIOL 162 OR CHEM 182 OR PHYS 282~~	3-4 ~~4~~
STSC 150	2

Concentration Courses

Course Code & Title	Credits
CSIT Electives ~~176~~	12 ~~3~~
~~CSIT 185 OR CSIT 265 OR CSIT 213~~	~~3~~
~~CSIT ELECTIVES~~	~~6~~
~~CSIT 265~~	~~4~~
CSIT or MATH Electives	6

Elective Courses

EXHIBIT B-12

Course Code & Title	Credits
~~CSIT or MATH ELECTIVE~~	~~3~~
STEM Electives to meet 60 credits	9-10

Board Approval

History of Board approval dates

Board of Trustees Approval Date: September 24, 2007
Board of Trustees Approval Date: December 1, 2008
Board of Trustees Approval Date: February 28, 2011
Board of Trustees Approval Date: February 25, 2013
Board of Trustees Approval Date: May 28, 2013
Board of Trustees Approval Date: December 08, 2016
Board of Trustees Approval Date: March 29, 2018
Board of Trustees Approval Date: January 24, 2018
Board of Trustees Approval Date: September 22, 2022
Board Approved in batch on March 16, 2023 (STSC update - used admin save since there were so many programs being revised at once for the same change).

Reviewer Comments

Key: 13

EXHIBIT B-13

Program Change Request

Date Submitted: 10/14/25 10:15 am

Viewing: AS.ES : Science, ~~Environmental Studies,~~ Associate in Science

Last approved: 04/17/24 3:08 pm

Last edit: 11/11/25 11:26 am

Changes proposed by: James Marshall (jmarshall)

Catalog Pages Using this Program	Environmental Science, Associate in Science

Program Type	Associate in Science (AS)
Program Title	Science, ~~Environmental Studies,~~ Associate in Science
Academic School	Science, Technology, Engineering, Mathematics
Effective Catalog Year	2025-2026
Program Code	AS.ES
CIP Code	300101 ~~n/a~~ - Biological and Physical Sciences. ~~n/a~~

Program Description

In Workflow

1. **STEM Academic Administrator**
2. **STEM Dean**
3. **Executive Director of Curriculum and Program Development**
4. **Curriculum Committee Chair**
5. **Senate Chair**
6. **Vice President of Academic Affairs**
7. **Cabinet**
8. President
9. Board of Trustees Chair
10. Academic Administrator for Programs

Approval Path

1. 10/14/25 10:18 am Connor Sampson (csampson): Approved for STEM Academic Administrator
2. 10/14/25 2:08 pm Vandana Saini (vsaini): Approved for STEM Dean
3. 10/16/25 11:40 am James Marshall (jmarshall): Approved for Executive Director of Curriculum and Program Development
4. 10/24/25 11:59 am Caroline Brittain (cbrittain): Approved for Curriculum Committee Chair
5. 11/11/25 8:34 am James Marshall (jmarshall): Rollback to Curriculum Committee Chair for Senate Chair
6. 11/11/25 12:00 pm Caroline Brittain (cbrittain): Approved for Curriculum Committee Chair
7. 11/11/25 12:05 pm Jennifer Dellner (jdellner): Approved for Senate Chair
8. 11/13/25 1:18 pm Eileen Garcia (egarcia): Approved for Vice President of Academic Affairs

History

1. Mar 23, 2023 by Caterina Gibson (cgibson)
2. Apr 10, 2023 by soconnor
3. Dec 7, 2023 by soconnor

4. Apr 17, 2024 by cfallon

This program is designed to prepare students for ~~careers in~~ the essential coursework ~~dynamic field of environmental science, which is concerned with monitoring humanity's impact on the Earth~~ and prerequisites for transferring to a four-year college or university. ~~solving environmental problems.~~ Students graduating from this program can continue their undergraduate studies in research, pharmaceuticals, and requirements for pre-professional programs, such as doctorate studies in medical, veterinary, and chiropractic programs. ~~Students graduating from this program might work in environmental education centers, public relations firms, testing labs, environmental research organizations, travel/tourism (ecotourism companies), food manufacturers, waste management companies or governmentagencies.~~The course work ~~program~~ provides the students with a solid foundation ~~strong background~~ in math, science, and general education studies. ~~the natural sciences.~~ The sciences covered by this program include, Biology, Chemistry, Environmental, and Physics.

Program Objectives

Program Goals

	Program goals
PG1	NA

Program Learning Outcomes

	Students who successfully complete this program will be able to:
PLO1	Develop a foundation across the subdisciplines of biology, chemistry, environmental science and physics. ~~Demonstrate comprehension of ecosystems structure and functions.~~
PLO2	Analyze information through formulating hypotheses, analyzing data using scientific methods, and developing the ability to interpret quantitative data. ~~Analyze community habitat dynamics.~~
PLO3	Explain the concepts of each subcategory with respect to the accepted Laws governing scientific concepts. ~~Discuss the natural cycles that influence the environment and living organisms.~~
PLO4	Demonstrate application of critical thinking and teamwork in the classroom and lab. ~~Identify and critically analyze environmental dilemmas and processes.~~
PLO5	Apply scientific principles to current issues in today's society ~~Demonstrate application of critical thinking and team work in classroom and in the field.~~
~~PLO6~~	~~Discuss the dynamics between environmental ethics, economic and social values and their impact on the Earth in both the immediate time and the future.~~
~~PLO7~~	~~Demonstrate knowledge and skill in using the latest instrumentation techniques and methodologies used in environmental science.~~
~~PLO8~~	~~Demonstrate application of critical thinking in classroom and in thefield.~~
~~PLO9~~	~~Communicate effectively in speech and writing using the terminology that is unique to environmental science.~~
~~PLO10~~	~~10.Use critical thinking and problem solving skills in analyzing environmental science problems.~~ ~~11.Use accepted scientific methods in collecting, organizing and evaluating the data gathered and draw a data supported conclusion.~~ ~~12.Recognize and appropriately respond to ethical issues in the field of environmental science.~~

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
ENGL 151										
ENGL 152										

Required Qualifications

Communications		
ENGL 151	English I	3
ENGL 152	English II	3
Humanities		
Humanities Gen. Ed. Requirement		3
Social Science		
Social Science Gen. Ed. Requirement		3
Humanities and Social Science		
Humanities or Social Science Gen. Ed. Requirement		3
Mathematics-Science-Technology		
Mathematics Gen. Ed. Requirement		3
Lab Science Gen. Ed. Requirement		4
Technology Gen. Ed. Requirement [1]		3
Additional General Education Requirement		
Any Course from the Gen. Ed. Course List		6

Program Requirement	
Any STSC - Student Success Seminar course [2]	2
Department Concentration	
To satisfy the department concentration, students must earn 18 credits from the academic area of Science. Course prefixes for the Science concentration are: BIOL, CHEM, ENVI, PHYS, SCIE [3]	18
Elective Courses	
Electives to meet 60 credits	9

~~**New Footnote**~~

~~1. Note regarding math requirement: Some bachelor's degree programs in science require Calculus; completion of at least MATH 191 Precalculus I & MATH 192 Precalculus II is recommended to transfer. MATH 156 Introduction to Statistics and MATH 166 Topics in Algebra are recommended for transfer to programs that do not require Calculus.~~

~~**New Footnote**2. A variety of STSC -Student Success Seminar courses are available. Please speak to your academic advisor for assistance when selecting.**New Footnote**~~

~~3. Students may attempt to "test out" of the technology requirement. If they succeed, they must take an additional course(s) in math or science from the List of Approved General Education Courses.~~

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

2
A variety of STSC -Student Success Seminar courses are available.

3
SCIE 105 and SCIE 129 cannot be used to satisfy the department concentration credits.

~~Plan of Study Grid~~

~~First Semester~~		~~Credit Hours~~
~~ENGL 151~~	~~English I~~	~~3~~
~~BIOL 161~~	~~General Biology I~~	~~4~~
~~ENVI 152~~	~~Environmental Sci~~	~~4~~
~~Any STSC - Student Success Seminar course [2]~~		~~2~~
~~MATH 166~~	~~Topics in Algebra (or Higher) [1]~~	~~4~~
~~-~~	~~Credit Hours~~	~~0~~
~~Second Semester~~		
~~ENGL 152~~	~~English II~~	~~3~~
~~MATH 156~~	~~Introduction to Statistics~~	~~3~~
~~BIOL 162~~	~~General Biology II~~	~~4~~
~~CHEM 181~~	~~General Chemistry I~~	~~4~~
~~-~~	~~Credit Hours~~	~~0~~
~~Third Semester~~		
~~CHEM 182~~	~~General Chemistry II~~	~~4~~
~~Environmental Studies Program Elective(s)~~		~~7~~
~~Humanities Gen. Ed. Requirement~~		~~3~~
~~-~~	~~Credit Hours~~	~~0~~
~~Fourth Semester~~		
~~Environmental Studies Program Elective~~		~~4~~
~~Humanities or Social Science Gen. Ed. Requirement~~		~~3~~
~~Social Science Gen. Ed. Requirement~~		~~3~~
~~Technology Gen. Ed. Requirement [3]~~		~~3~~
~~Elective to meet 60 credits~~		~~2~~
~~-~~	~~Credit Hours~~	~~0~~
~~-~~	~~Total Credit Hours~~	~~0~~

~~Environmental Studies Program Electives~~

~~BIOL 101~~	~~The Pine Barrens~~	~~3~~
~~BIOL 261~~	~~Ecology~~	~~4~~
~~BIOL 265~~	~~Marine Biology~~	~~4~~
~~ENVI 232~~	~~Environmental Policy~~	~~3~~
~~ENVI 259~~	~~Field Experience/Practicum~~	~~3~~
~~CHEM 283~~	~~Organic Chemistry I~~	~~4~~
~~CHEM 284~~	~~Organic Chemistry II~~	~~4~~
~~ENVI 121~~	~~Renewable Energy~~	~~3~~
~~ENVI 134~~	~~Carbon Footprint Analysis~~	~~3~~
~~ENVI 142~~	~~Industrial Hygiene~~	~~4~~
~~ENVI 159~~	~~Course ENVI 159 Not Found~~	~~4~~
~~ENVI 205~~	~~Hazardous Materials Management~~	~~3~~
~~ENVI 210~~	~~Indoor Environmental Quality~~	~~3~~
~~ENVI 217~~	~~Occupational Safety and Health~~	~~3~~
~~ENVI 220~~	~~Life Cycle Analysis~~	~~3~~
~~ENVI 241~~	~~Environmental Sustainability~~	~~3~~
~~BIOL 163~~	~~Introductory Botany~~	~~4~~

Degree Requirements Breakdown

GCOM

Course Code & Title	Credits
ENGL 151 ~~NA~~	3 ~~N/A~~
ENGL 152	3

GHUM

Course Code & Title	Credits
Gen Ed Humanities ~~NA~~	3 ~~N/A~~

GSOC

Course Code & Title	Credits
Gen Ed Social Science ~~NA~~	3 ~~N/A~~

GSOC/ GHUM

Course Code & Title	Credits
Gen Ed Humanities or Social Science ~~NA~~	3 ~~N/A~~

GMAT/ GSCI/ GTEC

Course Code & Title	Credits
Gen Ed Mathematics ~~NA~~	3 ~~N/A~~
Gen Ed Lab Science	4
Gen Ed Technology	3

General Education

Course Code & Title	Credits
Any Gen Ed Requirement ~~NA~~	6 ~~N/A~~

Concentration Courses

Course Code & Title	Credits
BIO, CHEM, ENVI, PHYS, or SCIE Electives ~~NA~~	18 ~~N/A~~

Elective Courses

Course Code & Title	Credits
Electives to meet 60 credits ~~NA~~	9 ~~N/A~~
Student Success Seminar	2

Board Approval

History of Board approval dates

Board of Trustees Approval Date: May 29, 2007
Board of Trustees Approval Date: March 24, 2008
Board of Trustees Approval Date: December 1, 2008
Board of Trustees Approval Date: August 24, 2009
Board of Trustees Approval Date: December 6, 2010
Board of Trustees Approval Date: November 4, 2013
Board of Trustees Approval Date: April 28, 2014
Board of Trustees Approval Date: January 24, 2019
Board of Trustees Approval Date: February 28, 2019
Board of Trustees Approval Date: August 25, 2022
Board Approved in batch on March 16, 2023 (STSC update - used admin save since there were so many programs being revised at once for the same change).
Board of Trustees Approval Date: March 28, 2024

Reviewer Comments

James Marshall (jmarshall) (11/11/25 8:34 am): Rollback: Senate Edits at Table, to be completed by curriculum chair.
Caroline Brittain (cbrittain) (11/11/25 11:26 am): Edits at Senate

Key: 21

EXHIBIT B-14

EXHIBIT B-14

Program Change Request

Date Submitted: 03/05/25 2:57 pm

Viewing: **AS.ENGR : Math/Pre-Engineering, ~~Engineering,~~ Associate in Science**

Last approved: 03/27/24 1:31 pm

Last edit: 11/11/25 11:24 am

Changes proposed by: Pamela Bogdan (pbogdan)

Catalog Pages Using this Program	Engineering, Associate in Science

Program Type	Associate in Science (AS)
Program Title	Math/Pre-Engineering, ~~Engineering,~~ Associate in Science
Academic School	Science, Technology, Engineering, Mathematics
Effective Catalog Year	2025-2026
Program Code	AS.ENGR
CIP Code	270101 ~~140101~~ - Mathematics, ~~Engineering,~~ General.

Program Description

In Workflow

1. **STEM Academic Administrator**
2. **STEM Dean**
3. **Executive Director of Curriculum and Program Development**
4. **Curriculum Committee Chair**
5. **Senate Chair**
6. **Vice President of Academic Affairs**
7. Cabinet
8. President
9. Board of Trustees Chair
10. Academic Administrator for Programs

Approval Path

1. 02/10/25 2:32 pm James Marshall (jmarshall): Approved for STEM Academic Administrator
2. 03/05/25 11:40 am Vandana Saini (vsaini): Rollback to Initiator
3. 03/06/25 3:58 pm James Marshall (jmarshall): Approved for STEM Academic Administrator
4. 03/07/25 9:52 am Vandana Saini (vsaini): Approved for STEM Dean
5. 03/07/25 12:20 pm James Marshall (jmarshall): Approved for Executive Director of Curriculum and Program Development
6. 03/14/25 2:58 pm Caroline Brittain (cbrittain): Rollback to STEM Dean for Curriculum Committee Chair
7. 10/16/25 2:39 pm Vandana Saini (vsaini): Approved for STEM Dean
8. 10/17/25 7:41 am James Marshall (jmarshall): Approved for Executive Director of Curriculum and Program Development
9. 10/24/25 11:55 am Caroline Brittain (cbrittain): Approved for Curriculum Committee Chair
10. 11/11/25 8:33 am James Marshall (jmarshall): Rollback

to Curriculum Committee Chair for Senate Chair
11. 11/11/25 12:00 pm Caroline Brittain (cbrittain): Approved for Curriculum Committee Chair
12. 11/11/25 12:06 pm Jennifer Dellner (jdellner): Approved for Senate Chair

History

1. Jan 26, 2021 by soconnor
2. Apr 7, 2022 by Pamela Bogdan (pbogdan)
3. Jun 22, 2022 by soconnor
4. Apr 10, 2023 by soconnor
5. Mar 27, 2024 by Pamela Bogdan (pbogdan)

This program is designed to prepare students for the essential coursework and prerequisites for transferring to a four-year university/college. Students graduating from this program can continue their undergraduate studies in their chosen pathway of Mathematics, Mathematics Education, or Engineering. The coursework provides the students with a solid foundation in mathematics or Civil/Mechanical pre-engineering studies. .
~~The Associate in Science Engineering degree program is designed to prepare engineering students to successfully transfer to baccalaureate engineering programs in the following areas: Biomechanical, Civil/Construction, Electrical, Industrial, Mechanical or GeneralEngineering. Participants in the associate program will enroll in science, mathematics, engineering, and engineering technology courses that provide serious students with the knowledge and background necessary to take upper level courses in their chosen field of study as well as prepare them to participate in experiential learning opportunities in industry.~~

Program Objectives

Program Goals

	Program goals
PG1	n/a

Program Learning Outcomes

	Students who successfully complete this program will be able to:
PLO1	Apply logic, quantitative reasoning, and mathematical techniques to analyze and solve problems in science, technology, and engineering. ~~Perform analysis of engineering problems starting with establishing design concepts and ending with providing multiple and sustainable solutions to engineering problems.~~
PLO2	Communicate technical concepts clearly by constructing written explanations, delivering oral presentations, and producing visual representations for diverse audiences. ~~Interpret, translate, and analyze physical problems using mathematical tools, scientific theory, engineering and technical knowledge, and industry practices.~~
PLO3	Ethically employ technology and computational tools (e.g., graphing software, programming languages, computer algebra systems) to collect, analyze, and interpret data in mathematical and engineering contexts. ~~Use teamwork and organizational skills in carrying out design and problem-solving projects.~~
PLO4	Work effectively in teams to solve complex, multi-step problems, demonstrating respect for diverse perspectives and contributions. ~~Present technical information in oral, written, and graphic form.~~
PLO5	Demonstrate career-aligned professional skills, ethical responsibility, and adaptability in academic and applied settings, preparing for transfer to four-year programs and future career paths. ~~Display creative and critical thinking in connection with engineering applications.~~
PLO6	Evaluate the impact of technology on social, economic, and environmental sustainability, and apply ethical reasoning in engineering and mathematical problem-solving to enhance efficiency and achieve goals. ~~Communicate effectively using specialized engineering terminologies through reading, listening, speaking, and writing.~~
~~PLO7~~	~~Solve problems by collecting, organizing, and evaluating information and utilizing powerful engineering tools.~~
~~PLO8~~	~~Develop an understanding of technology and its impact on the three key aspects of sustainability:social, economic, and environmental.~~

Learning Outcomes Display (show only)

Course Code	PLO 1	PLO 2	PLO 3	PLO 4	PLO 5	PLO 6	PLO 7	PLO 8
ENGL 151								
ENGL 152								

Required Qualifications

Communications		
ENGL 151	English I	3
ENGL 152	English II	3
Humanities		
Humanities Gen. Ed. Requirement		3
Social Science		
Social Science Gen. Ed. Requirement		3
Humanities or Social Science		
Humanities or Social Science Gen. Ed. Requirement		3
Mathematics-Science-Technology		
Mathematics Gen. Ed. Requirement		4
Lab Science Gen. Ed. Requirement		4
Technology Gen. Ed. Requirement [1]		3-4
Additional General Education Credit		
Any Course from the Gen. Ed. Course List [2]		3-4
Program Requirement		
Any STSC - Student Success Seminar course or ENGR 103 [3]		2-3
Department Concentration		
To satisfy the department concentration, students must earn 18 credits from course with following prefixes: MATH, ENGR, and PHYS.		18
Elective Courses		
Electives to meet 60 credits		9-10
Total Credit Hours		**60**

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

2 Students must complete at least 30 total credits from the General Education categories.

3 Students pursuing the pre-engineering pathway must take ENGR 103 to meet their STSC requirement. A variety of STSC -Student Success Seminar courses are available.

~~Engineering Technology/STEM Electives~~

~~Any ENGT Engineering Technology course(s)~~		
~~CHEM 182~~	~~General Chemistry II~~	~~4~~
~~CSIT 176~~	~~Computer Organization & Architecture~~	~~3~~
~~MATH 275~~	~~Linear Algebra~~	~~3~~
~~MATH 281~~	~~Differential Equations~~	~~4~~
~~PHYS 283~~	~~General Physics III~~	~~4~~

~~Plan of Study Grid~~

~~First Semester~~		~~Credit Hours~~
~~ENGL 151~~	~~English I~~	~~3~~
~~ENGR 181~~	~~Graphics for Engineers (Foundational Course)~~	~~2~~
~~CSIT 124~~	~~Introduction to Programming~~	~~3~~
~~or CSIT 163~~	~~or Introduction to Programming Using C++~~	
~~or CSIT 165~~	~~or Programming I~~	
~~CHEM 181~~	~~General Chemistry I~~	~~4~~
~~ENGR 103 Engineering First Year Experience and Fundamentals [1]~~		~~3~~
-	~~Credit Hours~~	~~0~~
~~Second Semester~~		
~~ENGL 152~~	~~English II~~	~~3~~
~~MATH 265~~	~~Calculus I (Students should take this course in the first semester if eligible. Please see advisor to upated schedule.)~~	~~4~~
~~PHYS 281~~	~~General Physics I~~	~~4~~
~~Humanities Gen. Ed. Requirement~~		~~3~~
-	~~Credit Hours~~	~~0~~
~~Third Semester~~		
~~MATH 266~~	~~Calculus II~~	~~4~~
~~PHYS 282~~	~~General Physics II~~	~~4~~
~~Any ENGR Engineering course(s) [2]~~		~~6~~
~~Humanities or Social Science Gen. Ed. Requirement~~		~~3~~
-	~~Credit Hours~~	~~0~~
~~Fourth Semester~~		
~~MATH 267~~	~~Calculus III~~	~~4~~
~~Any ENGR Engineering course(s) [2]~~		~~3~~
~~Engineering Technology/STEM Electives [2]~~		~~4~~
~~Social Science Gen. Ed. Requirement~~		~~3~~
-	~~Credit Hours~~	~~0~~

-	~~Total Credit Hours~~	~~0~~

Degree Requirements Breakdown

GCOM

Course Code & Title	Credits
ENGL 151	3
ENGL 152	3

GHUM

Course Code & Title	Credits
GEN ED HUMN	3

GSOC

Course Code & Title	Credits
GEN ED SOCIAL SCIENCE	3

GSOC/ GHUM

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

GMAT/ GSCI/ GTEC

Course Code & Title	Credits
GEN ED MATH ~~CSIT 124 or CSIT 163 OR 165~~	4 ~~3~~
GEN ED LAB SCIENCE ~~MATH 265~~	4
GEN ED TECHNOLOGY ~~CHEM 181~~	3-4 ~~4~~

General Education

Course Code & Title	Credits
GEN ED COURSES ~~MATH 266~~	3-4 ~~4~~
~~PHYS 281~~	~~4~~

Concentration Courses

Course Code & Title	Credits
MATH, ENGR, or PHYS Courses ~~ENGR 181~~	18 ~~2~~
~~ENGR ELECTIVE~~	~~9~~
~~ENGT - STEM ELECTIVES~~	~~4~~
~~ENGR 103~~	~~3~~

Elective Courses

Course Code & Title	Credits
ANY STSC or ENGR 103 ~~MATH 267~~	2-3 ~~4~~
ELECTIVES ~~PHYS 282~~	9-10 ~~4~~

Board Approval

History of Board approval dates

Board of Trustees Approval Date: January 24, 2005
Board of Trustees Approval Date: August 27, 2007
Board of Trustees Approval Date: July 28, 2008
Board of Trustees Approval Date: December 1, 2008
Board of Trustees Approval Date: August 24, 2009
Board of Trustees Approval Date: November 2, 2009
Board of Trustees Approval Date: December 6, 2010
Board of Trustees Approval Date: August 27, 2012
Board of Trustees Approval Date: August 26, 2013
Board of Trustees Approval Date: April 28, 2014
Board of Trustees Approval Date: May 26, 2015
Board of Trustees Approval Date: February 28, 2019
Board of Trustees Approval Date: May 29, 2019
Board of Trustees Approval Date: March 24, 2022
Board Approved in batch on March 16, 2023 (STSC update - used admin save since there were so many programs being revised at once for the same change).
Board of Trustees Approval Date: February 22, 2024

Reviewer Comments

Vandana Saini (vsaini) (03/05/25 11:40 am): Rollback: The changes suggested would still not meet the Perkins eligibility requirements.
Caroline Brittain (cbrittain) (03/14/25 2:58 pm): Rollback: Rollback to School
James Marshall (jmarshall) (11/11/25 8:33 am): Rollback: Senate Edits at table, to be completed by Curriculum Chair.
Caroline Brittain (cbrittain) (11/11/25 11:24 am): Senate Edits

EXHIBIT B-15

EXHIBIT B-15

Program Change Request

Program Reactivation Proposal

Date Submitted: 10/14/25 10:44 am

Viewing: **AA.GLOBL : Humanities and Cultures, ~~Global Studies,~~ Associate in Arts**

Last approved: 04/03/23 12:52 pm

Last edit: 11/13/25 4:48 pm

Changes proposed by: James Marshall (jmarshall)

Program Type	Associate in Arts (AA)
Program Title	Humanities and Cultures, ~~Global Studies,~~ Associate in Arts
Academic School	Arts and Humanities ~~Business and Social Sciences~~
Effective Catalog Year	2026-2027
Program Code	AA.GLOBL
CIP Code	302001 ~~N/A~~ - International/Global Studies. ~~N/A~~

Program Description

In Workflow

1. **BS Academic Administrator**
2. **AH Academic Administrator**
3. **BS Dean**
4. **AH Dean**
5. **Executive Director of Curriculum and Program Development**
6. **Curriculum Committee Chair**
7. **Senate Chair**
8. Vice President of Academic Affairs
9. Cabinet
10. President
11. Board of Trustees Chair
12. Academic Administrator for Programs

Approval Path

1. 11/10/25 3:28 pm James Marshall (jmarshall): Approved for BS Academic Administrator
2. 11/11/25 9:06 am Kathryn Kingsbury (kkingsbury): Approved for AH Academic

EXHIBIT B-15

Administrator
3. 11/11/25 9:45 am James Marshall (jmarshall): Approved for BS Dean
4. 11/11/25 9:55 am Jonathan Molinaro (jmolinaro): Approved for AH Dean
5. 11/11/25 10:07 am James Marshall (jmarshall): Approved for Executive Director of Curriculum and Program Development
6. 11/13/25 4:48 pm Caroline Brittain (cbrittain): Approved for Curriculum Committee Chair

History

1. Jan 26, 2021 by soconnor
2. Jan 26, 2021 by soconnor
3. Apr 3, 2023 by soconnor

EXHIBIT B-15

The Associate of Arts (A.A.) in Humanities and Cultures introduces students to the study of human thought, expression, and experience through humanities concentrations such as literature, philosophy, religion, world languages, and history. The degree develops critical thinking, communication, and cultural awareness while providing a strong foundation for transfer to four-year programs in humanities-related fields.

~~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

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 human thought, expression, and ~~a set of cultural~~ values through the study of the humanities. ~~and beliefs other than their own.~~
PLO2	Read, interpret, and evaluate texts, artifacts, and cultural expressions using critical, historical, and theoretical approaches. ~~Discuss the impact of modernity and technology on tradition and demographic change in lesser developed countries.~~
PLO3	Produce clear, well-organized, and well-supported written and oral communication appropriate to humanities disciplines. ~~Apply the knowledge base from many disciplines to the study of the international community.~~
PLO4	Recognize and analyze diverse cultural perspectives and traditions, demonstrating awareness of global and historical contexts. ~~In their native language – and possibly in another world language – demonstrate oral and written language skills which promote global communication.~~

EXHIBIT B-15

	Students who successfully complete this program will be able to:
~~PLO5~~	~~Demonstrate an awareness of international career and study opportunities in government, business, education, and in organizations servicing international concerns.~~
PLO5	Examine moral, philosophical, and humanistic questions using reasoned argument and ethical reflection.
PLO6	Employ critical and creative thinking to form independent interpretations and arguments about human culture and meaning.
PLO7	Demonstrate foundational knowledge and skills that support transfer to baccalaureate programs in the humanities.

Learning Outcomes Display (show only)

Course Code	PLO 1	PLO 2	PLO 3	PLO 4	PLO 5	PLO 6	PLO 7	PLO 8
ENGL 151								
ENGL 152								
COMM 154								

Required Qualifications

Communications		
ENGL 151	English I	3
ENGL 152	English II	3
COMM 154	Fundamentals of Public Speaking	3
Humanities		
Humanities Gen. Ed. Requirement		6
History		
History Gen. Ed. Requirement		6

Social Science	
Social Science Gen. Ed. Requirement	6
Math-Science-Technology	
Mathematics Gen. Ed. Requirement	3
Lab Science Gen. Ed. Requirement	4
Technology Gen. Ed. Requirement [1]	3
Diversity	
Diversity Gen. Ed. Requirement	3
Program Requirement	
Any STSC - Student Success Seminar course [2]	2
Concentration Requirement	
To satisfy the Major concentration, students must earn 12 credits from the academic area of Humanities and Cultures. Course prefixes for the concentration are: ARTS, COMM, DANC, ENGL, FILM, HIST, HUMN, MUSC, PHIL, PHOT, RELG, THTR, or any foreign language.	12
Elective Courses	
Electives to meet 60 credits	6
Total Credit Hours	**60**

1

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

A variety of STSC -Student Success Seminar courses are available.

~~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~~	~~0~~
~~Second Semester~~		
~~ENGL 152~~	~~English II~~	~~3~~

EXHIBIT B-15

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	0
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	0
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	0
-	Total Credit Hours	0

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~~
~~RELG 293~~	~~Course RELG 293 Not Found~~	~~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

EXHIBIT B-15

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

GHIS

Course Code & Title	Credits
Gen. Ed. History ~~HIST 181~~	3
Gen. Ed. History ~~HIST 182~~	3

GSOC

Course Code & Title	Credits
Gen. Ed. Social Science ~~GEN.ED.SOCIAL SCIENCE~~	3
Gen. Ed. Social Science ~~POLI 101~~	3

GDIV

Course Code & Title	Credits
Gen. Ed. Diversity ~~POLI 263 OR POLI 265~~	3

GMAT/ GSCI/ GTEC

Course Code & Title	Credits
Gen. Ed. Math ~~GEN.ED.MATH~~	3
Gen. Ed. Lab Science ~~GEN.ED.LAB SCIENCE~~	4
Gen. Ed. Technology ~~GEN.ED.MATH OR LAB SCIENCE~~	3 ~~3-4~~
~~GEN.ED.TECHNOLOGY~~	~~3~~

Concentration Courses

Course Code & Title	Credits
Department Concentration ~~GLOBAL STUDIES ELECTIVE~~	12 ~~3~~
~~GLOBAL STUDIES ELECTIVE~~	~~3~~
~~GLOBAL STUDIES-TRAVEL~~	~~3~~

Elective Courses

Course Code & Title	Credits
STSC 150	2
ELECTIVE	6 ~~0-1~~

EXHIBIT B-15

Board Approval

History of Board approval dates

- Board of Trustees Approval Date: January 27, 2014
- NJ Presidents' Council Approval Date: April 28, 2014
- Board of Trustees Approval Date: November 3, 2016
- Board of Trustees Approval Date: January 24, 2019
- Board of Trustees Approval Date: May 30, 2019

Reviewer Comments

Key: 33

EXHIBIT B-16

EXHIBIT B-16

Program Change Request

Program Reactivation Proposal

Date Submitted: 10/06/25 9:11 pm

Viewing: **AS.PBS : Behavioral Science and Public Service, Associate in Science ~~Science~~**

Last approved: 04/03/23 12:52 pm

Last edit: 10/24/25 11:53 am

Changes proposed by: James Marshall (jmarshall)

Program Type	Associate in Science (AS)
Program Title	Behavioral Science and Public Service, Associate in Science ~~Science~~
Academic School	Business and Social Sciences
Effective Catalog Year	2026-2027
Program Code	AS.PBS
CIP Code	440000 ~~N/A~~ - Human Services, General. ~~N/A~~

Program Description

In Workflow

1. **BS Academic Administrator**
2. **BS Dean**
3. **Executive Director of Curriculum and Program Development**
4. **Curriculum Committee Chair**
5. **Senate Chair**
6. Vice President of Academic Affairs
7. Cabinet
8. President
9. Board of Trustees Chair
10. Academic Administrator for Programs

Approval Path

1. 10/06/25 9:14 pm James Marshall (jmarshall): Approved for BS Academic Administrator
2. 10/07/25 3:03 pm James Marshall (jmarshall): Approved for BS Dean
3. 10/16/25 11:40 am James Marshall (jmarshall):

EXHIBIT B-16

Approved for Executive Director of Curriculum and Program Development
4. 10/24/25 12:00 pm Caroline Brittain (cbrittain): Approved for Curriculum Committee Chair

History

1. Jun 16, 2022 by soconnor
2. Jun 22, 2022 by soconnor
3. Apr 3, 2023 by soconnor

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

Program Objectives

Program Goals

	Program goals
PG1	NA

Program Learning Outcomes

	Students who successfully complete this program will be able to:
PLO1	Students will communicate effectively in both speech and writing.

EXHIBIT B-16

	Students who successfully complete this program will be able to:
	~~Contribute to the work of a public service agency by carrying out projects aligned with the agency's mission.~~
PLO2	Students will use social science theories and concepts to analyze human behavior and social and political institutions. ~~Describe a public service agency's method of service delivery, its networks, resources, and constituents.~~
PLO3	Students will understand the importance of a global perspective and culturally diverse peoples. ~~Discuss ongoing and emerging public service issues.~~
PLO4	Students will understand ethical issues and situations. ~~Explore legal and ethical parameters of public service.~~
PLO5	Students will demonstrate independent/critical thinking in the humanities, natural sciences, and social sciences. ~~Describe how the public service agency partners or collaborates with similar agencies to carry out its mission.~~

Learning Outcomes Display (show only)

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

Required Qualifications

Communications		
ENGL 151	English I	3
ENGL 152	English II	3
Humanities		
Humanities Gen. Ed. Requirement		3
Social Science		
Social Science Gen. Ed. Requirement		3
Additional Humanities or Social Science		
Humanities or Social Science Gen. Ed. Requirement		3

Math-Science-Technology	
Mathematics Gen. Ed. Requirement	3
Lab Science Gen. Ed. Requirement	4
Technology Gen. Ed. Requirement	3
Additional General Education Credit	
Any Gen. Ed. Requirement	6
Program Requirement	
Any STSC - Student Success Seminar Course	2
Concentration Requirement	
To satisfy the department concentration, students must earn 18 credits from the academic area of Behavioral Science and Public Service. Course prefixes for the concentration are: ALDC, ANTH, CRIM, EDUC, HEHP, HLSC, POLI, PSYC, SOCI, and SOWK.	18
Elective Courses	
Electives to meet 60 credits	9
Total Credit Hours	**60**

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	0
Second Semester		
English II		3
Public Service Program Elective		3
PSYC 172	General Psychology	3
Humanities Gen. Ed. Requirement		3
Elective		3
-	Credit Hours	0
Third Semester		
Public Service Program Elective		3
Public Service Program Elective		3
Lab Science Gen. Ed. Requirement		4
Technology Gen. Ed. Requirement [1]		3

EXHIBIT B-16

Elective		3
-	Credit Hours	0
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	0
-	Total Credit Hours	0

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	Course FIRE 162 Not Found	3
FIRE 163	Course FIRE 163 Not Found	3
FIRE 165	Course FIRE 165 Not Found	3
FIRE 166	Course FIRE 166 Not Found	3
FIRE 168	Course FIRE 168 Not Found	3

FIRE 169	Course FIRE 169 Not Found	3
FIRE 255	Fire Inspector I	3
FIRE 256	Fire Inspector II	3
FIRE 257	Administration for Fire Officials	3
FIRE 261	Course FIRE 261 Not Found	3
FIRE 263	Course FIRE 263 Not Found	3
FIRE 264	Course FIRE 264 Not Found	3
FIRE 266	Course FIRE 266 Not Found	3
FIRE 268	Course FIRE 268 Not Found	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
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
ENGL 151 ~~NA~~	3 ~~N/A~~
ENGL 152	3

GHUM

Course Code & Title	Credits
GHUM ~~NA~~	3 ~~N/A~~

GSOC

Course Code & Title	Credits
GSOC ~~NA~~	3 ~~N/A~~

GSOC/ GHUM

Course Code & Title	Credits
GSOC/GHUM ~~NA~~	3 ~~N/A~~

GMAT/ GSCI/ GTEC

Course Code & Title	Credits
GMAT ~~NA~~	3 ~~N/A~~
GSCL	4
GTEC	3

General Education

Course Code & Title	Credits
Any General Education Courses ~~NA~~	6 ~~N/A~~

Concentration

Course Code & Title	Credits

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Courses

Course Code & Title	Credits
Program Concentration Courses ~~NA~~	18 ~~N/A~~

Elective Courses

Course Code & Title	Credits
STSC 150 ~~NA~~	2 ~~N/A~~
Electives to meet 60 credits	9

Board Approval

History of Board approval dates

Board of Trustees Approval Date: March 23, 2009 NJ Presidents' Council Approval Date: June 1, 2009

Board of Trustees Approval Date: April 25, 2011

Board of Trustees Approval Date: July 25, 2011

Board of Trustees Approval Date: March 26, 2012

Board of Trustees Approval Date: November 4, 2013

Board of Trustees Approval Date: February 1, 2016

Board of Trustees Approval Date: March 28, 2016

Board of Trustees Approval Date: January 26, 2016

Board of Trustees Approval Date: December 07, 2017

Board of Trustees Approval Date: March 22, 2018

Board of Trustees Approval Date: December 6, 2018

Reviewer Comments

Key: 57

EXHIBIT B-17

EXHIBIT B-17

Course Change Request

New Course Proposal

Date Submitted: 10/20/25 8:15 am

Viewing: **BIOL 114L : Principles of Biological Science Lab**

Last edit: 10/20/25 9:14 am

Changes proposed by: James Marshall (jmarshall)

Learning Outcomes

Display (show only)

In Workflow

1. **STEM Academic Administrator**
2. **STEM Dean**
3. **Executive Director of Curriculum and Program Development**
4. **Curriculum Committee Chair**
5. **Senate Chair**
6. Vice President of Academic Affairs
7. Cabinet
8. President
9. Board of Trustees Chair
10. STEM Academic Administrator
11. Colleague

Approval Path

1. 10/20/25 8:51 am Connor Sampson (csampson): Approved for STEM Academic Administrator
2. 10/20/25 1:58 pm Vandana Saini (vsaini): Approved for STEM Dean
3. 10/20/25 9:14 pm James Marshall (jmarshall):

EXHIBIT B-17

Approved for Executive Director of Curriculum and Program Development

4. 10/24/25 11:49 am Caroline Brittain (cbrittain): Approved for Curriculum Committee Chair

1. Course Information

Subject	BIOL - Biology
School	Science, Technology, Engineering, Mathematics
Course Title	Principles of Biological Science Lab

2. Hours

Semester Hours	1.0
Lecture	0.0
Lab	2
Practicum	0.0

3. Catalog Description

For display in the online catalog

This hands-on laboratory course complements the concepts introduced in BIOL 114 and provides students with foundational experience in biological investigation. Through a series of experiments, students will apply the scientific method, explore the principles of osmosis and diffusion, and gain proficiency in microscope use. Activities include the dissection of representative organisms, DNA extraction, and the examination of cell types and structures. Students will also investigate biological classification systems and practice identifying key traits across major taxonomic groups. Emphasis is placed on observation, data collection, and critical thinking. No prior lab experience required.

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4. Requisites

Prerequisites

None

Corequisites

For the first attempt, BIOL 114 lecture must be taken with BIOL 114L. If the student should fail either lecture or lab after the first attempt, then they may take the individual failed section.

5. Course Type

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

6. Justification

Describe the need for this course

Describe the need for this course

This course is needed for students entering college who have not had a high school biology course or who wish to reinforce their biological science background before going on to further study.

The course addresses the need for greater scientific literacy by introducing students to some basic concepts in the living world and how these concepts are interrelated. The course also addresses the need of the students to develop and use critical thinking

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

Lab 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	This course is needed for students entering college who have not had a high school biology course or who wish to reinforce their biological science background before going on to further study. The course addresses the need for greater scientific literacy by introducing students to some basic concepts in the living world and how these concepts are interrelated. The course also addresses the need of the students to develop and use critical thinking.

9. Related Courses at Other Institutions

Comparable Courses at NJ Community Colleges

Transferability of Course

Georgian Court University

Course Code, Title, and Credits	Transfer Category	If non-transferable; select status
BI 111 Life: Human Biology 4-credits	Major (linked course must complete both lecture & lab or only elective credit is granted)	

Kean University

Course Code, Title, and Credits	Transfer Category	If non-transferable; select status
BIO 1000 Principles of Biology 4-credits	General Education (linked course must complete both lecture & lab or only elective credit is granted)	

Monmouth University

Course Code, Title, and Credits	Transfer Category	If non-transferable; select status
BY 001 100-Level Biology Elective 1-credit	General Education	

Rowan University

Course Code, Title, and Credits	Transfer Category	If non-transferable; select status
BIOL 01204 Intro to Ecology 4-credits	Major (linked course must complete both lecture & lab or only elective credit is granted)	

Rutgers - New Brunswick, Mason Gross School of the Arts

Course Code, Title, and Credits	Transfer Category	If non-transferable; select status
11776210 Principles of Botany 4-credits	Major Elective (linked course must complete both lecture & lab or only elective credit is granted)	

Stockton University

Course Code, Title, and Credits	Transfer Category	If non-transferable; select status
TRCREC Elective Transfer Credit 1-credit	Elective	

If not transferable to any institution, explain:

10. Course Learning Outcomes

Learning Outcomes

	Students who successfully complete this course will be able to:
CLO1	Metric system Accurately measure and record length, mass, volume, and temperature using standard metric units (e.g., meters, grams, liters, and degrees Celsius).

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	Students who successfully complete this course will be able to:
	Perform conversions between different units of measurement within the metric system (e.g., milliliters to liters, micrograms to grams). Apply scientific notation when representing very large or very small measurements.
CLO2	Microscopes Properly operate and care for a compound light microscope and a dissecting microscope. Calculate the total magnification of a specimen and describe the relationship between magnification and the field of view. Prepare wet mount slides of specimens for observation. Identify and label the key parts of a microscope and explain their functions.
CLO3	Cells: Prokaryotes and eukaryotes Distinguish between prokaryotic and eukaryotic cells based on fundamental structural differences. Examine and identify the key organelles within typical plant and animal eukaryotic cells using a microscope. Compare and contrast the cellular structures observed in prokaryotes, plant eukaryotes, and animal eukaryotes. Observe and draw representative examples of prokaryotic (e.g., bacteria) and eukaryotic (e.g., plant, animal, protist)

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	Students who successfully complete this course will be able to:
CLO4	Osmosis and diffusion Define and describe the principles of diffusion and osmosis. Perform an experiment to demonstrate the process of osmosis Interpret the effects of hypertonic, hypotonic, and isotonic solutions on plant and animal cells. Measure and analyze quantitative data to determine the effect of solute concentration on the movement of water across a semipermeable membrane.
CLO5	Paper chromatography Separate a mixture of pigments based on their different physical and chemical properties. Calculate the Rf (retardation factor) value for individual components separated by paper chromatography. Use paper chromatography to analyze the photosynthetic pigments extracted from plant leaves. Relate the separation of pigments to the concepts of polarity and solubility.
CLO6	Mitosis and meiosis Identify and differentiate the various phases of mitosis in prepared animal (e.g., whitefish blastula) and plant (e.g., onion root tip) cells. Describe the key cellular events and chromosome movements that occur during each stage of the cell cycle and both mitosis and meiosis. Compare and contrast the products and purpose of mitosis and meiosis, explaining how meiosis generates genetic variation through independent assortment and crossing over.
CLO7	DNA extraction Explain the function of each chemical component (e.g., detergent, salt, alcohol) used in the process of extracting DNA from a biological sample. Isolate and purify DNA from a common plant or animal source using basic laboratory techniques.

	Students who successfully complete this course will be able to:
	Visualize the extracted DNA and describe its macroscopic appearance and properties. Articulate the significance of DNA isolation in molecular biology, including its applications in genetic research and forensic science.
CLO8	Genetics Solve basic genetics problems involving monohybrid and dihybrid crosses using Punnett squares. Apply the principles of probability to predict the inheritance patterns of specific traits. Distinguish between genotype and phenotype and explain their relationship in simple inheritance patterns.
CLO9	Frog dissection Identify and describe the major external features of a preserved frog, including sexually dimorphic characteristics
CLO10	Plant Diversity Understand and identify the various groups of plants including moss, ferns, gymnosperms and angiosperms. Outline plant lifecycles Identify and draw reproductive structures

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	Metric System	Laboratory (Scientific Equipment Examination, Pre-Lab and Post-Lab Questions)	Quiz, Lab Practical	CL01
TO2	Microscopes	Laboratory (Microscopic Examination, Pre-Lab and Post-Lab Questions)	Quiz, Lab Practical	CL02

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	Major Themes/ Skills	Assignments (Recommended but not limited to)	Assessments (Recommended but not limited to)	Course Learning Outcome(s)
TO3	Cells	Laboratory (Microscopic Examination, Pre-Lab and Post-Lab Questions)	Quiz, Lab Practical	CL03
TO4	Osmosis and Diffusion	Laboratory (Scientific Equipment Examination, Pre-Lab and Post-Lab Questions)	Quiz, Lab Practical	CL04
TO5	Paper Chromatography	Laboratory (Scientific Equipment Examination, Pre-Lab and Post-Lab Questions)	Quiz, Lab Practical	CL05
TO6	Mitosis and Meiosis	Laboratory (Microscopic Examination, Pre-Lab and Post-Lab Questions)	Quiz, Lab Practical	CL06
TO7	DNA Extraction	Laboratory (Scientific Equipment Examination, Pre-Lab and Post-Lab Questions)	Quiz, Lab Practical	CL07
TO8	Genetics	Laboratory (Dry Lab, Pre-Lab and Post-Lab Questions)	Quiz, Lab Practical	CL08
TO9	Animal Dissection	Laboratory (Scientific Equipment Examination, Pre-Lab and Post-Lab Questions)	Quiz, Lab Practical	CL09
TO10	Plant Diversity	Laboratory (Microscopic Examination, Pre-Lab and Post-Lab Questions)	Quiz, Lab Practical	CL010

12. Methods of Instruction

In the structuring of this course, what

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major methods of instruction will be utilized?

Discussion and Laboratory

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 Yes

Related Course Learning Outcome All

Related Outline Component All

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

Exams

_____

Technological Competency

_____

Information Literacy

_____

Society and Human Behavior

_____

Humanistic Perspective

_____

Historical Perspective

_____

Global and Cultural Awareness

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_____

Ethical Reasoning and Action

_____

Independent/Critical Thinking

14. Needs

Instructional Materials (text etc.):

Power Point Presentation, Laboratory Manual. (Contact Department for current adaptation)
Instructor Companion Website (From Publisher)

Technology Needs:

Desktop Computer/Overhead Projector, microscope, scientific equipment

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

Presently Employed and Adjunct Faculty

Facility Needs:

Laboratory

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

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F: Failure

I: Incomplete

R: Audit

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

Reviewer Comments

Key: 2393

EXHIBIT B-18

EXHIBIT B-18

Course Change Request

New Course Proposal

Date Submitted: 10/20/25 8:16 am

Viewing: BIOL 163L : Introductory Botany Lab

Last edit: 10/20/25 8:15 am

Changes proposed by: James Marshall (jmarshall)

Learning Outcomes
Display (show only)

In Workflow

1. **STEM Academic Administrator**
2. **STEM Dean**
3. **Executive Director of Curriculum and Program Development**
4. **Curriculum Committee Chair**
5. **Senate Chair**
6. Vice President of Academic Affairs
7. Cabinet
8. President
9. Board of Trustees Chair
10. STEM Academic Administrator
11. Colleague

Approval Path

1. 10/20/25 8:53 am Connor Sampson (csampson): Approved for STEM Academic Administrator
2. 10/20/25 2:01 pm Vandana Saini (vsaini): Approved for STEM Dean
3. 10/20/25 9:14 pm James Marshall (jmarshall):

EXHIBIT B-18

Approved for Executive Director of Curriculum and Program Development

4. 10/24/25 11:50 am Caroline Brittain (cbrittain): Approved for Curriculum Committee Chair

1. Course Information

Subject	BIOL - Biology
School	Science, Technology, Engineering, Mathematics
Course Title	Introductory Botany Lab

2. Hours

Semester Hours	1.0
Lecture	0.0
Lab	2.0
Practicum	0.0

3. Catalog Description

For display in the online catalog

This laboratory course offers hands-on exploration of plant biology, designed to reinforce and expand upon concepts introduced in the BIOL 163 lecture. Students will investigate plant anatomy, physiology, and evolutionary relationships through guided experimentation and observation. Lab activities include microscope-based examination of living plant cells, osmosis, and genetic exercises. Students will learn to identify and differentiate key plant structures—roots, stems, leaves, flowers, and fruits. Students will analyze representative specimens from major land plant groups gaining insight into their reproductive strategies and developmental stages. Emphasis is placed on the scientific method, accurate data collection, and classification

skills to build a solid foundation in plant science.

4. Requisites

Prerequisites

None

Corequisites

For the first attempt, BIOL 163 lecture must be taken with BIOL 163L. If the student should fail either lecture or lab after the first attempt, then they may take the individual failed section.

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 may be used to satisfy the lab science general education requirement.

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

Lab 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

EXHIBIT B-18

Statement, Academic Master Plan, and the strategic initiatives of the College:

	Add item
1	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) v. 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

Transferability of Course

Georgian Court
University

Course Code, Title, and Credits	Transfer Category	If non-transferable; select status
GENED General Education 4-credit	General Education (linked course must complete both lecture & lab or only elective credit is granted)	

Kean University

Course Code, Title, and Credits	Transfer Category	If non-transferable; select status
FEX 1003 Free Elective 1-credits	Elective	

EXHIBIT B-18

Monmouth University

Course Code, Title, and Credits	Transfer Category	If non-transferable; select status
BY 214 Systematic Botany 4-credits	Major (linked course must complete both lecture & lab or only elective credit is granted)	

Rowan University

Course Code, Title, and Credits	Transfer Category	If non-transferable; select status
BIOL 01069 Biology Major 100-200 Level Elective 4-credits	Major Elective (linked course must complete both lecture & lab or only elective credit is granted)	

Rutgers - New Brunswick, Mason Gross School of the Arts

Course Code, Title, and Credits	Transfer Category	If non-transferable; select status
1119160 Biology, Society, & Ecological Issues 4-credits	Major (linked course must complete both lecture & lab or only elective credit is granted)	

Stockton University

Course Code, Title, and Credits	Transfer Category	If non-transferable; select status
BIOL 2120 Botany 4-credits	Major (linked course must complete both lecture & lab or only elective credit is granted)	

If not transferable to any institution, explain:

10. Course Learning Outcomes

Learning Outcomes

	Students who successfully complete this course will be able to:

	Students who successfully complete this course will be able to:
CLO1	Microscope lab Properly use and handle a compound light microscope to observe and focus on plant specimens. Calculate the total magnification of the microscope and explain the relationship between magnification and the field of view. Describe the function of the main microscope components, including the objective lenses, stage, and diaphragm. Prepare and observe wet mount slides of various plant samples.
CLO2	Plant cell lab Identify the key structures of a plant cell, such as the cell wall, plasma membrane, nucleus, vacuole, and chloroplasts. Distinguish between different types of plant cells and tissues, such as parenchyma, collenchyma, and sclerenchyma, based on their cellular characteristics and functions. Observe and describe the process of cytoplasmic streaming in living plant cells.
CLO3	Monocot and dicot anatomy Root, stem, and leaf Compare and contrast the internal structure of monocot and dicot roots, stems, and leaves using prepared microscope slides. Identify the arrangement of vascular bundles (xylem and phloem) in both monocot and dicot stems and roots. Recognize the differences in leaf venation patterns (parallel vs. net-like) and stomatal distribution between monocots and dicots. Correlate the anatomical features of monocot and dicot organs with their specific functions within the plant.
CLO4	Genetics and plant breeding dry lab Explain and apply the basic principles of Mendelian genetics, to predict outcomes in plant crosses.

	Students who successfully complete this course will be able to:
	Construct and interpret Punnett squares to determine genotypic and phenotypic ratios of offspring from monohybrid and dihybrid crosses. Analyze hypothetical or provided data from plant breeding experiments to understand inheritance patterns and selection methods. Describe the goals and applications of plant breeding for improving crop yield, quality, and resilience.
CLO5	Mosses, liverworts, and ferns (non-seed plants) Compare and contrast the morphology and life cycles of bryophytes (mosses and liverworts) and seedless vascular plants (ferns). Identify and differentiate between the gametophyte and sporophyte generations in mosses and ferns. Observe the key structures associated with reproduction. Relate the adaptations of these plant groups to their ecological niche and evolutionary history.
CLO6	Gymnosperms and angiosperms (seed plants) Describe the major characteristics that distinguish gymnosperms from angiosperms. Identify and compare the male and female reproductive structures (cones) of a gymnosperm (e.g., a pine tree). Dissect a flower to identify and label its component parts, distinguishing between male (stamens) and female (carpels) structures. Explain the process of double fertilization in angiosperms and the development of the seed and fruit. Distinguish between fruits and seeds and classify different fruit types based on their development and structure.
CLO7	Paper chromatography Separate a mixture of pigments based on their different physical and chemical properties.

	Students who successfully complete this course will be able to:
	Calculate the Rf (retardation factor) value for individual components separated by paper chromatography. Use paper chromatography to analyze the photosynthetic pigments extracted from plant leaves. Relate the separation of pigments to the concepts of polarity and solubility.
CLO8	DNA extraction Explain the function of each chemical component (e.g., detergent, salt, alcohol) used in the process of extracting DNA from a biological sample. Isolate and purify DNA from a common plant source using basic laboratory techniques. Visualize the extracted DNA and describe its appearance and properties. Articulate the significance of DNA isolation in molecular biology, including its applications in genetic research and forensic science.

11. Topical Outline

(include as many themes/skills as needed)

	Major Themes/ Skills	Assignments (Recommended but not limited to)	Assessments (Recommended but not limited to)	Course Learning Outcome(s)
TO1	Microscope Operation	Laboratory (Microscopic Examination, Pre-Lab and Post-Lab Questions)	Quiz, Lab Practical	CL01
TO2	Plant Cells	Laboratory (Microscopic Examination, Pre-Lab and Post-Lab Questions)	Quiz, Lab Practical	CL02
TO3	Monocot and Dicot Root	Laboratory (Microscopic Examination, Pre-Lab and Post-Lab Questions)	Quiz, Lab Practical	CL03
TO4	Monocot and Dicot Stems	Laboratory (Microscopic Examination, Pre-Lab and Post-Lab Questions)	Quiz, Lab Practical	CL03

EXHIBIT B-18

	Major Themes/ Skills	Assignments (Recommended but not limited to)	Assessments (Recommended but not limited to)	Course Learning Outcome(s)
		Scientific Models Dendrochronology Dry Lab		
TO5	Monocots and Dicot Leaves	Laboratory (Microscopic Examination, Pre-Lab and Post-Lab Questions) Scientific Models	Quiz, Lab Practical	CL03
TO6	Flowers and Fruits	Laboratory (Microscopic Examination, Pre-Lab and Post-Lab Questions) Scientific Models	Quiz, Lab Practical	CLO3
TO7	Genetics and Plant Breeding	Laboratory (Dry Lab, Pre-Lab and Post-Lab Questions) Videos	Quiz, Lab Practical	CL04
TO8	Mosses and Ferns	Laboratory (Microscopic Examination, Pre-Lab and Post-Lab Questions) Scientific Models	Quiz, Lab Practical	CL05
TO9	Gymnosperms and Angiosperms	Laboratory (Microscopic Examination, Pre-Lab and Post-Lab Questions) Scientific Models	Quiz, Lab Practical	CL06
TO10	Plant Chromatography	Laboratory (Scientific Equipment, Pre-Lab and Post-Lab Questions)	Quiz, Lab Practical	CL07
TO11	DNA Extraction	Laboratory (Scientific Equipment, Pre-Lab and	Quiz, Lab Practical	CL08

EXHIBIT B-18

	Major Themes/ Skills	Assignments (Recommended but not limited to)	Assessments (Recommended but not limited to)	Course Learning Outcome(s)
		Post-Lab Questions)		

12. Methods of Instruction

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

discussion, and laboratory/field exercise

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

Information

Communication-Written and Oral

_____

Quantitative Knowledge and Skills

_____

Scientific Knowledge and Reasoning

_____

Technological Competency

_____

Information Literacy

_____

Society and Human Behavior

_____

Humanistic Perspective

_____

Historical Perspective

EXHIBIT B-18

_____

Global and Cultural Awareness

_____

Ethical Reasoning and Action

_____

Independent/Critical Thinking

14. Needs

Instructional Materials (text etc.):

Power Point Presentation, Laboratory Manual. (Contact Department for current adaptation)
Instructor Companion Website (From Publisher)

Technology Needs:

Desktop Computer/Overhead Projector, microscope, scientific equipment

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

Presently Employed and Adjunct Faculty

Facility Needs:

Laboratory

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

EXHIBIT B-18

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

Key: 2392

EXHIBIT B-19

EXHIBIT B-19

Course Change Request

New Course Proposal

Date Submitted: 10/07/25 1:09 pm

Viewing: BIOL 261L : Ecology Lab

Last edit: 10/24/25 9:56 am

Changes proposed by: Duane Grembowicz (dgrembowicz)

Learning Outcomes
Display (show only)

In Workflow

1. **STEM Academic Administrator**
2. **STEM Dean**
3. **Executive Director of Curriculum and Program Development**
4. **Curriculum Committee Chair**
5. **Senate Chair**
6. Vice President of Academic Affairs
7. Cabinet
8. President
9. Board of Trustees Chair
10. STEM Academic Administrator
11. Colleague

Approval Path

1. 10/08/25 8:57 am Connor Sampson (csampson): Approved for STEM Academic Administrator
2. 10/10/25 11:18 am Vandana Saini (vsaini): Approved for STEM Dean
3. 10/16/25 11:39 am James Marshall (jmarshall):

EXHIBIT B-19

Approved for Executive Director of Curriculum and Program Development

4. 10/24/25 11:50 am Caroline Brittain (cbrittain): Approved for Curriculum Committee Chair

1. Course Information

Subject	BIOL - Biology
School	Science, Technology, Engineering, Mathematics
Course Title	Ecology Lab

2. Hours

Semester Hours	1.0
Lecture	0
Lab	2.0
Practicum	0

3. Catalog Description

For display in the online catalog

This course will introduce students to the organisms and ecosystems in their natural settings. Through numerous field trips, students will gain an appreciation for local biodiversity and learn how to identify and classify the organisms they encounter and the habitats they visit. Students will also gain an understanding of the ecological roles these species play in their habitats. Students must provide their own transportation to off-campus lab locations.

4. Requisites

EXHIBIT B-19

Prerequisites

BIOL-161

Corequisites

For the first attempt BIOL-261 Ecology is considered a corequisite. If the student should fail either lecture or lab after the first attempt then they may take the individual failed section.

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 will fulfill the Lab Science general education requirement for graduation and transfer. This course is designed for bachelor-level degree programs in Biology, Environmental Science, and other science disciplines. Ecology benefits students transferring to four-year institutions since it is frequently a prerequisite for upper level courses in the ecological/ environmental field of study.

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

Lab Science

General Education Status	Proposed

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

EXHIBIT B-19

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

Transferability of Course

Georgian Court University

Course Code, Title, and Credits	Transfer Category	If non-transferable; select status
BI 305 Biological Interactions: Ecology 4-credits	Major (linked course must complete both lecture & lab or only elective credit is granted)	

Kean University

Course Code, Title, and Credits	Transfer Category	If non-transferable; select status
ENV 2100 Ecosystems Science 4-credits	Major (linked course must complete both lecture & lab or only elective credit is granted)	

EXHIBIT B-19

Monmouth University

Course Code, Title, and Credits	Transfer Category	If non-transferable; select status
BY 220 Environmental Biology 4-credits	Major (linked course must complete both lecture & lab or only elective credit is granted)	

Rowan University

Course Code, Title, and Credits	Transfer Category	If non-transferable; select status
BIOL 01204 Intro to Ecology 4-credits	Major (linked course must complete both lecture & lab or only elective credit is granted)	

Rutgers - New Brunswick, Mason Gross School of the Arts

Course Code, Title, and Credits	Transfer Category	If non-transferable; select status
11216351 Principles of Ecology 4-credits	Major (linked course must complete both lecture & lab or only elective credit is granted)	

Stockton University

Course Code, Title, and Credits	Transfer Category	If non-transferable; select status
ENVL 2205 Ecological Principles Lab 1-credit	Major	

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 scope of natural history, including habitats and resident organisms.

	Students who successfully complete this course will be able to:
CLO2	Describe the organism as the fundamental unit of ecology and discuss the structure and dynamics of populations, communities, and ecosystems.
CLO3	Discuss the central position of evolutionary thinking in the study of ecology.
CLO4	Explain how the qualities of all ecological systems express the evolutionary adaptations of their component species.

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	Species Diversity: Identification and Classification; Species roles	Fieldwork/ tours at Double Trouble State Park; Cattus Island County Park; Island Beach State Park; Forsythe National Wildlife Refuge; Brendan Bryne State Forest; Big Brook County Park; Cape May Meadows Preserve; Cape May Point State Park; Museum of Natural History New York City.	Lab Practical questions	CLO1, CLO2
TO2	Habitat/Ecosystem Diversity	Fieldwork/tours at Double Trouble State Park; Cattus Island County Park; Island Beach State Park; Forsythe National Wildlife Refuge; Brendan Bryne State Forest; Big Brook County Park; Cape May Meadows Preserve; Cape May Point State Park; Museum of Natural History New York City.	Lab Practical questions	CLO1, CLO2

	Major Themes/ Skills	Assignments (Recommended but not limited to)	Assessments (Recommended but not limited to)	Course Learning Outcome(s)
TO3	The influence of abiotic, biotic, and anthropogenic factors on the composition and abundance of species. Conservation concerns.	Fieldwork/ tours at Double Trouble State Park; Cattus Island County Park; Island Beach State Park; Forsythe National Wildlife Refuge; Brendan Bryne State Forest; Big Brook County Park; Cape May Meadows Preserve; Cape May Point State Park; Museum of Natural History New York City.	Lab Practical questions	All

12. Methods of Instruction

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

Fieldwork/tours at off campus locations.

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

Information

Communication-Written and Oral

_____

Quantitative Knowledge and Skills Yes

Related Course Learning Outcome CLO1, CLO2

Related Outline Component All

EXHIBIT B-19

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

Lab Practical questions

Scientific Knowledge and Reasoning Yes

Related Course Learning Outcome All

Related Outline Component All

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

Lab Practical questions

Technological Competency Yes

Related Course Learning Outcome CLO1

Related Outline Component All

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

Lab Practical questions

Information Literacy

Society and Human Behavior

Humanistic Perspective Yes

Related Course Learning Outcome CLO1

Related Outline Component TO3

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

Lab Practical questions

Historical Perspective Yes

Related Course Learning Outcome CLO1, CLO2

Related Outline Component TO3

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

Lab Practical questions

Global and Cultural Awareness

Ethical Reasoning and Action Yes

Related Course Learning Outcome CLO2

Related Outline Component TO3

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

Lab Practical questions

Independent/Critical Thinking Yes

Related Course Learning Outcome CLO3, CLO4

Related Outline Component TO3

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

Lab Practical questions

EXHIBIT B-19

14. Needs

Instructional Materials (text etc.):

Textbook

Technology Needs:

Binoculars, telescope, shovels, screens, field guides

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

Current full-time faculty

Facility Needs:

College vehicle availability

Library needs:

None

15. Grade Determinants

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

A: Excellent

B+: Very Good

B: Good

C+: Above Average

C: Average

D: Below Average

F: Failure

I: Incomplete

R: Audit

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

EXHIBIT B-20

EXHIBIT B-20

Course Change Request

New Course Proposal

Date Submitted: 10/07/25 1:10 pm

Viewing: BIOL 265L : Marine Biology Lab

Last edit: 10/17/25 7:53 am

Changes proposed by: Duane Grembowicz (dgrembowicz)

Learning Outcomes
Display (show only)

In Workflow

1. **STEM Academic Administrator**
2. **STEM Dean**
3. **Executive Director of Curriculum and Program Development**
4. **Curriculum Committee Chair**
5. **Senate Chair**
6. Vice President of Academic Affairs
7. Cabinet
8. President
9. Board of Trustees Chair
10. STEM Academic Administrator
11. Colleague

Approval Path

1. 10/08/25 8:57 am Connor Sampson (csampson): Approved for STEM Academic Administrator
2. 10/10/25 11:17 am Vandana Saini (vsaini): Approved for STEM Dean
3. 10/16/25 11:39 am James Marshall (jmarshall):

EXHIBIT B-20

Approved for Executive Director of Curriculum and Program Development

4. 10/24/25 11:50 am Caroline Brittain (cbrittain): Approved for Curriculum Committee Chair

1. Course Information

Subject	BIOL - Biology
School	Science, Technology, Engineering, Mathematics
Course Title	Marine Biology Lab

2. Hours

Semester Hours	1.0
Lecture	0
Lab	2.0
Practicum	0

3. Catalog Description

For display in the online catalog

This course is a field and laboratory approach to the understanding of the complexity of marine organisms including the study of ecological principles that act to structure marine associations. Emphasis on local coastal and estuarine communities and species diversity. Students will be required to provide their own transportation to offsite laboratory locations.

4. Requisites

Prerequisites

EXHIBIT B-20

BIOL-161

Corequisites

For the first attempt BIOL-265 Marine Biology is considered a corequisite. If the student should fail either lecture or lab after the first attempt then they may take the individual failed section.

5. Course Type

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

6. Justification

Describe the need for this course

Students having completed Biology I and Biology II express an interest in 200 level courses, especially Marine Biology in the summer. Marine Biology benefits students transferring to four year institutions, since it is frequently a requirement for a marine biology major and a prerequisite for upper level courses in the marine field.

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

Lab 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:

EXHIBIT B-20

	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

Transferability of Course

Georgian Court University

Course Code, Title, and Credits	Transfer Category	If non-transferable; select status
BIO EC 1-credit	Major Elective	

Kean University

Course Code, Title, and Credits	Transfer Category	If non-transferable; select status
BIO 3000 Marine Biology 4-credits	Major (linked course must complete both lecture & lab or only elective credit is granted)	

Monmouth University

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

Course Code, Title, and Credits	Transfer Category	If non-transferable; select status
BY 441 Principles of Marine Biology 4-credits	Major (linked course must complete both lecture & lab or only elective credit is granted)	

Rowan University

Course Code, Title, and Credits	Transfer Category	If non-transferable; select status
BIOL 01076 GE Biology Lab Science 1-credits	Elective	

Rutgers - New Brunswick, Mason Gross School of the Arts

Course Code, Title, and Credits	Transfer Category	If non-transferable; select status
1119EC Biological Sciences/ Biology Elective 4-credits	Major Elective (linked course must complete both lecture & lab or only elective credit is granted)	

Stockton University

Course Code, Title, and Credits	Transfer Category	If non-transferable; select status
MARS 1200 Intro to Marine Biology 4-credits	Major (linked course must complete both lecture & lab or only elective credit is granted)	

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 scientific principles that govern the organization and perpetuation of organisms and associations.

	Students who successfully complete this course will be able to:
CLO2	Describe how the above principles operate somewhat differently in the ocean than on land because of the physical properties of water.
CLO3	Explain the origin, evolution, and classification of marine life, with special emphasis on the process of how natural selection has resulted in the great diversity of marine plants and animals.
CLO4	Describe the organism as the fundamental unit of ecology and explain the structure and dynamics of marine populations, communities, and ecosystems.
CLO5	Discuss the importance of the world's oceans as sources of food, as reservoirs of minerals, as major suppliers of oxygen and regulators of climate, and as the ultimate dumping ground for human waste materials.

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	Marine Species Diversity	Field work and lecture at Island Beach State Park; Cattus Island County Park; Shark River Inlet; Shark River Island; Big Brook County Park; Forsythe National Wildlife Refuge; Fishermen's Co-Op Point Pleasant Beach; Jenkinson's Aquarium; National Aquarium Baltimore	Lab Practical questions	CLO1; CLO2; CLO3; CLO4
TO2	Marine Habitat Diversity	Field work and lecture at Island Beach State Park; Cattus Island County Park; Shark River Inlet; Shark River Island; Big Brook County Park; Forsythe National Wildlife Refuge;	Lab Practical questions	CLO1; CLO2; CLO3; CLO4

	Major Themes/ Skills	Assignments (Recommended but not limited to)	Assessments (Recommended but not limited to)	Course Learning Outcome(s)
		Fishermen's Co-Op Point Pleasant Beach; Jenkinson's Aquarium; National Aquarium Baltimore		
TO3	Human Impacts on The Marine Environment	Field work and lecture at Island Beach State Park; Cattus Island County Park; Shark River Inlet; Shark River Island; Forsythe National Wildlife Refuge; Fishermen's Co-Op Point Pleasant Beach; Jenkinson's Aquarium; National Aquarium Baltimore; Marine Mammal Stranding Center	Lab Practical questions	CLO3; CLO5

12. Methods of Instruction

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

Field work, Laboratory work

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

Information

Communication-Written and Oral

_____

Quantitative Knowledge and Skills Yes

EXHIBIT B-20

Related Course Learning Outcome: All

Related Outline Component: All

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

Lab Practical questions

Scientific Knowledge and Reasoning: Yes

Related Course Learning Outcome: All

Related Outline Component: All

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

Lab Practical questions

Technological Competency: Yes

Related Course Learning Outcome: All

Related Outline Component: TO1, TO2

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

Lab Practical questions

Information Literacy

Society and Human Behavior: Yes

Related Course Learning Outcome: CLO5

Related Outline Component: TO3

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

Lab Practical questions

Humanistic Perspective Yes

Related Course Learning Outcome CLO5

Related Outline Component TO3

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

Lab Practical questions

Historical Perspective Yes

Related Course Learning Outcome CLO5

Related Outline Component TO3

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

Lab Practical questions

Global and Cultural Awareness Yes

Related Course Learning Outcome CLO5

Related Outline Component TO3

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

Lab Practical questions

Ethical Reasoning and Action Yes

Related Course CLO4; CLO5

EXHIBIT B-20

Learning Outcome

Related Outline Component: All

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

Lab Practical questions

Independent/Critical Thinking: Yes

Related Course Learning Outcome: All

Related Outline Component: All

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

Lab Practical questions

14. Needs

Instructional Materials (text etc.):

Textbook

Technology Needs:

Refractometers, dissolved oxygen/ salinity meters, pH meters, binoculars, telescope, nets, field guides

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

Presently employed full-time faculty

Facility Needs:

Coordination with off-campus sites; college vehicle availability

Library needs:

None

EXHIBIT B-20

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

Key: 2390

EXHIBIT B-21

EXHIBIT B-21

Course Change Request

Date Submitted: 10/28/25 2:39 pm

Viewing: ESOL 010 ~~299a~~ : Beginner English Language

Also listed as: ~~ESOL 299a~~

Formerly known as: ESOL 299a

Last approved: 10/28/25 2:07 pm

Last edit: 11/13/25 4:33 pm

Changes proposed by: James Marshall (jmarshall)

Learning Outcomes

Display (show only)

In Workflow

1. AH Academic Administrator
2. AH Dean
3. Executive Director of Curriculum and Program Development
4. Curriculum Committee Chair
5. Senate Chair
6. Vice President of Academic Affairs
7. Cabinet
8. President
9. Board of Trustees Chair
10. AH Academic Administrator
11. Colleague

Approval Path

1. 10/28/25 3:05 pm Kathryn Kingsbury (kkingsbury): Approved for AH Academic Administrator
2. 10/28/25 4:49 pm Jonathan Molinaro (jmolinaro): Approved for AH Dean
3. 10/28/25 4:54 pm James Marshall

(jmarshall): Approved for Executive Director of Curriculum and Program Development
4. 11/13/25 4:34 pm Caroline Brittain (cbrittain): Approved for Curriculum Committee Chair

History

1. Oct 28, 2025 by Jonathan Molinaro (jmolinaro)

1. Course Information

Subject	ESOL - ESOL
School	Arts and Humanities
Course Title	Beginner English Language

2. Hours

Semester Hours	4
Lecture	4
Lab	0
Practicum	0

3. Catalog Description

For display in the online catalog

Beginner English Language is an introductory course for students who are developing foundational skills in English. It focuses on foundational reading, writing, listening, and speaking

skills. Students engage with simplified texts, listen to short audio materials, and complete everyday communication tasks. Grammar instruction includes basic sentence structures, common verbs, pronouns, and vocabulary for daily life. Activities include conversations, role-plays, picture-based responses, and writing about familiar topics. Emphasis is placed on accuracy, comprehension, and building confidence in both academic and real-world contexts.

4. Requisites

Prerequisites

Placement Test Scores

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 needed to help English language learners develop foundational reading, writing, listening, and speaking skills and advance to the next level of their English learning pathway.

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	Ocean County College empower diverse learners to achieve their goals while enriching the communities we serve (Mission)
2	To inspire our students and community to learn, discover, and thrive (Vision)
3	Accessible: We prioritize open education and actively promote inclusivity, equity, and belonging, continually learning and adapting to ensure every student has the opportunity to succeed (Values).
4	Opportunity-Focused: We place students at the heart of everything we do, providing transformative academic and career pathways and practical skills to help learners achieve their educational, personal, and professional goals (Values).

9. Related Courses at Other Institutions

Comparable Courses at NJ Community Colleges

Institution	Rowan College at Burlington County
Course Title	Integrated ESL for Beginners
Course Number	ESL 056
Number of Credits	4
Comments	

Institution	Mercer County CC
Course Title	ESL Writing Concepts I
Course Number	ESL053
Number of Credits	4
Comments	

EXHIBIT B-21

Institution	County College of Morris
Course Title	ESL Early Beginner
Course Number	ENS-213E
Number of Credits	4
Comments	

Transferability of Course

Georgian Court University

Kean University

Monmouth University

Rowan University

Rutgers - New Brunswick, Mason Gross School of the Arts

Stockton University

If not transferable to any institution, explain:

10. Course Learning Outcomes

Learning Outcomes

	Students who successfully complete this course will be able to:

	Students who successfully complete this course will be able to:
CLO1	Demonstrate comprehension of level-appropriate texts.
CLO2	Apply level-specific grammar and vocabulary to a variety of writing tasks.
CLO3	Demonstrate comprehension of level-appropriate listening materials.
CLO4	Apply level-specific words and phrases in spoken communication.

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	Reading Comprehension & Response	Read a simple email, flyer, or community notice and answer yes/no or WH-questions.	Multiple choice or true/ false reading quiz with picture and text support.	1, 2
TO2	Writing Simple Sentences	Write 3–5 complete sentences about yourself (e.g., name, family, where you live) using be and have.	Teacher feedback on grammar and vocabulary use; sentence-level checklist.	2, 4
TO3	Listening for Key Information	Listen to a short recording (e.g., school hours or weather) and identify key words (days, times, numbers).	Dictation, matching, or T/ F questions; follow-up oral questions.	1, 3
TO4	Speaking about Self & Routine	Practice a short structured conversation: “What’s your name?” “Where do you live?” “What do you do every day?”	Role-play with a partner; checklist for vocabulary, clarity, and grammar.	2, 3, 4
TO5	Spoken Communication: Self & Others	Practice a short structured conversation: “What’s your name?” “Where do you live?”	Role-play with a partner; checklist for vocabulary, clarity, and grammar.	2, 3, 4

	Major Themes/ Skills	Assignments (Recommended but not limited to)	Assessments (Recommended but not limited to)	Course Learning Outcome(s)
		"What do you do every day?"		
TO6	Everyday Vocabulary in Context	Match pictures to vocabulary (family, food, community places), then write or say a sentence for each.	Vocabulary quiz; sentence or oral check with teacher/peer.	2, 3, 4
TO7	Responding with Creativity	After listening to a short story (e.g., "Maria's Day"), draw a timeline or daily schedule and describe it.	Visual product + oral/ written response; peer sharing or short presentation.	1, 3, 4

12. Methods of Instruction

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

Lecture, discussion, group work, visual aids, role-play, structure dialogs, conferences, and integrated support services

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	All
Related Outline Component	All

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

Tests, quizzes, discussions, role-play, oral and written response

_____

Quantitative Knowledge and Skills

_____

Scientific Knowledge and Reasoning

_____

Technological Competency

_____

Information Literacy

_____

Society and Human Behavior

_____

Humanistic Perspective

_____

Historical Perspective

_____

Global and Cultural Awareness

_____

Ethical Reasoning and Action

_____

Independent/Critical Thinking Yes

Related Course Learning Outcome All

Related Outline Component All

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

Tests, quizzes, discussions, role-play, oral and written response

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14. Needs

Instructional Materials (text etc.):

Canvas and OER Materials

Technology Needs:

NA

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

NA

Facility Needs:

NA

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-21

16. Board Approval

History of Board approval dates

Offered as Special Topics ESOL 299a per policy 7170 in Fall 2025.

Reviewer Comments

Caroline Brittain (cbrittain) (11/13/25 4:33 pm): Converting from Special Topics to a New Course for Spring 2026.

Key: 2380

EXHIBIT B-22

EXHIBIT B-22

Course Change Request

Date Submitted: 10/28/25 2:39 pm

Viewing: ESOL 020 ~~299b~~ : High-Beginner English Language

Also listed as: ~~ESOL 299b~~

Formerly known as: ESOL 299b

Last approved: 10/28/25 2:07 pm

Last edit: 11/13/25 4:35 pm

Changes proposed by: James Marshall (jmarshall)

Learning Outcomes

Display (show only)

In Workflow

1. AH Academic Administrator
2. AH Dean
3. Executive Director of Curriculum and Program Development
4. Curriculum Committee Chair
5. Senate Chair
6. Vice President of Academic Affairs
7. Cabinet
8. President
9. Board of Trustees Chair
10. AH Academic Administrator
11. Colleague

Approval Path

1. 10/28/25 3:05 pm Kathryn Kingsbury (kkingsbury): Approved for AH Academic Administrator
2. 10/28/25 4:49 pm Jonathan Molinaro (jmolinaro): Approved for AH Dean
3. 10/28/25 4:54 pm James Marshall

EXHIBIT B-22

(jmarshall): Approved for Executive Director of Curriculum and Program Development

4. 11/13/25 4:35 pm Caroline Brittain (cbrittain): Approved for Curriculum Committee Chair

History

1. Oct 28, 2025 by Jonathan Molinaro (jmolinaro)

1. Course Information

Subject	ESOL - ESOL
School	Arts and Humanities
Course Title	High-Beginner English Language

2. Hours

Semester Hours	4
Lecture	4
Lab	0
Practicum	0

3. Catalog Description

For display in the online catalog

High-Beginner English Language is designed for students who have foundational English proficiency and are ready to strengthen their skills. Students will read short passages, complete

EXHIBIT B-22

structured writing tasks such as paragraphs and process steps, and improve listening comprehension through guided practice. Instruction covers past and future verb forms, modals, and time expressions. Speaking activities focus on expressing opinions, clarifying ideas, and participating in discussions about familiar topics. This course supports the transition from foundational English to more independent communication in real-life and academic settings

4. Requisites

Prerequisites

Placement Test Scores

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 needed to help English language learners develop essential reading, writing, listening, and speaking skills and advance to the next level of their English learning pathway.

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

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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	Ocean County College empower diverse learners to achieve their goals while enriching the communities we serve (Mission)
2	To inspire our students and community to learn, discover, and thrive (Vision)
3	Accessible: We prioritize open education and actively promote inclusivity, equity, and belonging, continually learning and adapting to ensure every student has the opportunity to succeed (Values).
4	Opportunity-Focused: We place students at the heart of everything we do, providing transformative academic and career pathways and practical skills to help learners achieve their educational, personal, and professional goals (Values).

9. Related Courses at Other Institutions

Comparable Courses at NJ Community Colleges

Institution	County College of Morris
Course Title	ESL Beginner
Course Number	ENS-226E
Number of Credits	4
Comments	

Institution	Rowan College at Burlington County
Course Title	Intermediate Intensive Grammar
Course Number	ESL 074
Number of Credits	4
Comments	

Institution	Mercer County CC
Course Title	ESL Writing Concepts II
Course Number	ESL063
Number of Credits	4
Comments	

Transferability of Course

Georgian Court University

Kean University

Monmouth University

Rowan University

Rutgers - New Brunswick, Mason Gross School of the Arts

Stockton University

If not transferable to any institution, explain:

10. Course Learning Outcomes

Learning Outcomes

	Students who successfully complete this course will be able to:

	Students who successfully complete this course will be able to:
CLO1	Demonstrate comprehension of level-appropriate texts.
CLO2	Apply level-specific grammar and vocabulary to a variety of writing tasks.
CLO3	Demonstrate comprehension of level-appropriate listening materials.
CLO4	Apply level-specific words and phrases in spoken communication.

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	Reading Forms and Everyday Texts	Complete a sample application or registration form and answer questions about it.	Form-completion task; multiple choice or short-answer quiz on information in the form.	1, 2
TO2	Listening for Details & Directions	Listen to an audio message (e.g., appointment or school announcement) and identify key times, names, etc.	Listening quiz (MC, T/F, short answer); draw or fill in a calendar or schedule.	3, 4
TO3	Describing Routines and Schedules	Write about your daily schedule using time expressions and simple present.	Paragraph or sentence-level writing; teacher checklist for grammar, vocabulary, and sentence structure.	2, 4
TO4	Past Experiences	Interview a classmate about a past event using simple past (e.g., weekend, last holiday).	Partner oral presentation or role-play with rubric for question/answer accuracy and fluency.	2, 3, 4
TO5	Paragraph Writing with Process Steps	Write a process paragraph (e.g., how to make a recipe or complete a task) using sequence words and clear steps.	Paragraph assessment using a writing rubric (organization, grammar, vocabulary); peer review or editing task.	1, 2

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	Major Themes/ Skills	Assignments (Recommended but not limited to)	Assessments (Recommended but not limited to)	Course Learning Outcome(s)
TO6	Reading and Responding to Short Stories	Read a narrative passage and respond in writing with a personal opinion or connection.	Reading quiz + short written reflection or visual representation (drawing, map, or timeline).	1, 2, 4
TO7	Expressing Opinions in Conversation	Participate in a small-group discussion about a topic (e.g., jobs, learning English, community events)	Oral discussion rubric (clarity, vocabulary, interaction); informal reflection or self-assessment.	2, 3, 4

12. Methods of Instruction

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

Lecture, discussion, group work, visual aids, role-play, structure dialogs, conferences, and integrated support services

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 All

Related Outline Component All

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

Tests, quizzes, discussions, role-play, oral and written response

_____

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Quantitative Knowledge and Skills

_____

Scientific Knowledge and Reasoning

_____

Technological Competency

_____

Information Literacy

_____

Society and Human Behavior

_____

Humanistic Perspective

_____

Historical Perspective

_____

Global and Cultural Awareness

_____

Ethical Reasoning and Action

_____

Independent/Critical Thinking	Yes
Related Course Learning Outcome	All
Related Outline Component	All

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

Tests, quizzes, discussions, role-play, oral and written response

14. Needs

Instructional Materials (text etc.):

EXHIBIT B-22

Canvas and OER Materials

Technology Needs:

NA

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

NA

Facility Needs:

NA

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.

16. Board Approval

History of Board approval dates

EXHIBIT B-22

Offered as Special Topics ESOL 299b per policy 7170 in Fall 2025.

Reviewer

Comments

Caroline Brittain (cbrittain) (11/13/25 4:35 pm): Converting from Special Topics to a New Course for Spring 2026.

Key: 2381

EXHIBIT B-23

EXHIBIT B-23

Course Change Request

Date Submitted: 10/28/25 2:40 pm

Viewing: ESOL 030 ~~299c~~ : Intermediate English Language

Also listed as: ~~ESOL 299c~~

Formerly known as: ESOL 299c

Last approved: 10/28/25 2:07 pm

Last edit: 11/13/25 4:35 pm

Changes proposed by: James Marshall (jmarshall)

Learning Outcomes

Display (show only)

In Workflow

1. AH Academic Administrator
2. AH Dean
3. Executive Director of Curriculum and Program Development
4. Curriculum Committee Chair
5. Senate Chair
6. Vice President of Academic Affairs
7. Cabinet
8. President
9. Board of Trustees Chair
10. AH Academic Administrator
11. Colleague

Approval Path

1. 10/28/25 3:05 pm Kathryn Kingsbury (kkingsbury): Approved for AH Academic Administrator
2. 10/28/25 4:49 pm Jonathan Molinaro (jmolinaro): Approved for AH Dean
3. 10/28/25 4:54 pm James Marshall

(jmarshall): Approved for Executive Director of Curriculum and Program Development

4. 11/13/25 4:36 pm Caroline Brittain (cbrittain): Approved for Curriculum Committee Chair

History

1. Oct 28, 2025 by Jonathan Molinaro (jmolinaro)

1. Course Information

Subject	ESOL - ESOL
School	Arts and Humanities
Course Title	Intermediate English Language

2. Hours

Semester Hours	4
Lecture	4
Lab	0
Practicum	0

3. Catalog Description

For display in the online catalog

Intermediate English Language builds students' ability to communicate effectively in increasingly complex academic and real-world situations. Students read and analyze various

text types, write structured paragraphs and short essays, and respond to audio recordings with greater detail. Grammar instruction includes present perfect, past continuous, sentence variety, and the use of gerunds and infinitives. Oral communication activities emphasize clarity, vocabulary use, and interaction in discussions, presentations, and interviews. The course prepares learners for advanced ESL study and enhanced confidence in English-speaking environments.

4. Requisites

Prerequisites

Placement Test Scores

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 needed to help English language learners further cultivate key reading, writing, listening, and speaking skills and advance to the next level of their English learning pathway.

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

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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	Ocean County College empower diverse learners to achieve their goals while enriching the communities we serve (Mission)
2	To inspire our students and community to learn, discover, and thrive (Vision)
3	Accessible: We prioritize open education and actively promote inclusivity, equity, and belonging, continually learning and adapting to ensure every student has the opportunity to succeed (Values).
4	Opportunity-Focused: We place students at the heart of everything we do, providing transformative academic and career pathways and practical skills to help learners achieve their educational, personal, and professional goals (Values).

9. Related Courses at Other Institutions

Comparable Courses at NJ Community Colleges

Institution	Mercer County CC
Course Title	ESL Writing Concepts II
Course Number	ESL073
Number of Credits	4
Comments	

Institution	Rowan College at Burlington County
Course Title	ESL Writing III
Course Number	ESL 078
Number of Credits	4

EXHIBIT B-23

Comments

Institution	County College of Morris
Course Title	ESL Intermediate
Course Number	ENS-215E
Number of Credits	4
Comments	

Transferability of Course

Georgian Court University

Kean University

Monmouth University

Rowan University

Rutgers - New Brunswick, Mason Gross School of the Arts

Stockton University

If not transferable to any institution, explain:

10. Course Learning Outcomes

Learning Outcomes

	Students who successfully complete this course will be able to:
CLO1	Demonstrate comprehension of level-appropriate texts, including main ideas and/or supporting details within a text.
CLO2	Produce level-appropriate writing with organization, grammar, and vocabulary appropriate to task.
CLO3	Demonstrate comprehension of a variety of listening materials.
CLO4	Communicate effectively in a variety of spoken contexts applying level-specific words and phrases.

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	Reading Strategies & Vocabulary in Context	Read an article and practice skimming, scanning, and identifying key vocabulary from context.	Reading quiz (MC, T/F, short answer); vocabulary-in-context worksheet.	1
TO2	Identifying Main Ideas & Supporting Details	Read a short opinion or informational text and complete a main idea/ details graphic organizer.	Summary writing task; class discussion or written response on text's topic or purpose.	1, 2
TO3	Organized Paragraph Writing	Write a paragraph with a clear topic sentence, supporting details, and conclusion about a familiar topic.	Writing rubric assessing organization, grammar, and vocabulary; peer or instructor feedback.	2
TO4	Listening for Purpose and Key Information	Listen to a short news clip or instructional audio and complete a note-taking chart.	Listening quiz; follow-up comprehension Q&A session or short oral summary.	3
TO5	Describing Past Experiences and Events	Write and/or speak about a past personal	Written paragraph or oral narrative; assessment	2, 4

EXHIBIT B-23

	Major Themes/ Skills	Assignments (Recommended but not limited to)	Assessments (Recommended but not limited to)	Course Learning Outcome(s)
		experience using past tense and time expressions.	rubric for verb accuracy and content.	
TO6	Opinion Expression in Speaking and Writing	Write a short opinion paragraph and then participate in a class discussion or partner debate.	Writing task with focus on argument structure; discussion rubric for speaking fluency and idea support.	2, 4
TO7	Integrating Reading, Listening & Speaking	Read a short article and listen to a related audio, then present your response and opinion orally.	Oral presentation (live or recorded); evaluated on comprehension, vocabulary use, and fluency.	1, 3, 4

12. Methods of Instruction

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

Lecture, discussion, group work, visual aids, role-play, structure dialogs, conferences, and integrated support services

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	All
Related Outline Component	All

EXHIBIT B-23

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

Tests, quizzes, discussions, role-play, oral and written response

_____

Quantitative Knowledge and Skills

_____

Scientific Knowledge and Reasoning

_____

Technological Competency

_____

Information Literacy

_____

Society and Human Behavior

_____

Humanistic Perspective

_____

Historical Perspective

_____

Global and Cultural Awareness

_____

Ethical Reasoning and Action

_____

Independent/Critical Thinking Yes

Related Course Learning Outcome All

Related Outline Component All

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

Tests, quizzes, discussions, role-play, oral and written response

EXHIBIT B-23

14. Needs

Instructional Materials (text etc.):

Canvas and OER Materials

Technology Needs:

NA

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

NA

Facility Needs:

NA

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-23

16. Board Approval

History of Board approval dates

Offered as Special Topics ESOL 299c per policy 7170 in Fall 2025.

Reviewer Comments

Caroline Brittain (cbrittain) (11/13/25 4:35 pm): Converting from Special Topics to a New Course for Spring 2026.

Key: 2382

EXHIBIT B-24

EXHIBIT B-24

Course Change Request

Date Submitted: 10/28/25 2:40 pm

Viewing: ESOL 040 ~~299d~~ : Advanced English Language

Also listed as: ~~ESOL 299d~~

Formerly known as: ESOL 299d

Last approved: 10/28/25 2:08 pm

Last edit: 11/13/25 4:38 pm

Changes proposed by: James Marshall (jmarshall)

Learning Outcomes

Display (show only)

In Workflow

1. AH Academic Administrator
2. AH Dean
3. Executive Director of Curriculum and Program Development
4. Curriculum Committee Chair
5. Senate Chair
6. Vice President of Academic Affairs
7. Cabinet
8. President
9. Board of Trustees Chair
10. AH Academic Administrator
11. Colleague

Approval Path

1. 10/28/25 3:05 pm Kathryn Kingsbury (kkingsbury): Approved for AH Academic Administrator
2. 10/28/25 4:48 pm Jonathan Molinaro (jmolinaro): Approved for AH Dean
3. 10/28/25 4:54 pm James Marshall

EXHIBIT B-24

(jmarshall): Approved for Executive Director of Curriculum and Program Development

4. 11/13/25 4:39 pm Caroline Brittain (cbrittain): Approved for Curriculum Committee Chair

History

1. Oct 28, 2025 by Jonathan Molinaro (jmolinaro)

1. Course Information

Subject	ESOL - ESOL
School	Arts and Humanities
Course Title	Advanced English Language

2. Hours

Semester Hours	4
Lecture	4
Lab	0
Practicum	0

3. Catalog Description

For display in the online catalog

Advanced English Language is an upper-level English language learner course that prepares students for college-level work and professional communication. Students analyze academic

texts, write multi-paragraph essays with attention to purpose, audience, and style, and synthesize information from reading and listening. Grammar instruction includes conditionals, passive voice, noun/adjective clauses, and advanced sentence structures. Speaking tasks involve formal presentations, debates, and group discussions using academic vocabulary and clear pronunciation. This course equips students with the skills necessary for English 151 and other college-level coursework.

4. Requisites

Prerequisites

Placement Test Scores

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 needed to help English language learners advance and refine reading, writing, listening, and speaking skills and continue to the next level of their English learning pathway and college-level English.

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	Ocean County College empower diverse learners to achieve their goals while enriching the communities we serve (Mission)
2	To inspire our students and community to learn, discover, and thrive (Vision)
3	Accessible: We prioritize open education and actively promote inclusivity, equity, and belonging, continually learning and adapting to ensure every student has the opportunity to succeed (Values).
4	Opportunity-Focused: We place students at the heart of everything we do, providing transformative academic and career pathways and practical skills to help learners achieve their educational, personal, and professional goals (Values).

9. Related Courses at Other Institutions

Comparable Courses at NJ Community Colleges

Institution	Rowan College at Burlington County
Course Title	English for Acad Purposes
Course Number	ESL 097
Number of Credits	4
Comments	

Institution	County College of Morris
Course Title	ESL Advanced
Course Number	ENS-312E

Number of Credits 4

Comments

Transferability of Course

Georgian Court University

Kean University

Monmouth University

Rowan University

Rutgers - New Brunswick, Mason Gross School of the Arts

Stockton University

If not transferable to any institution, explain:

10. Course Learning Outcomes

Learning Outcomes

	Students who successfully complete this course will be able to:
CLO1	Demonstrate comprehension of level-appropriate texts, including main ideas and/or supporting details within a text.
CLO2	Produce level-appropriate writing in which the development, organization, grammar, and style are appropriate to task, purpose, and audience.
CLO3	Demonstrate comprehension of a variety of listening materials.

	Students who successfully complete this course will be able to:
CLO4	Communicate effectively in a variety of spoken contexts.
CLO5	Apply a range of level-specific words and phrases related to course topics.

11. Topical Outline

(include as many themes/skills as needed)

	Major Themes/ Skills	Assignments (Recommended but not limited to)	Assessments (Recommended but not limited to)	Course Learning Outcome(s)
TO1	Academic Reading Strategies & Inference	Read a nonfiction article and complete a reading task identifying main idea, details, and author's opinion.	Reading test; short-answer inference questions; vocabulary-in-context exercises.	1, 5
TO2	Summary & Response Writing	Read a text and write a summary + personal response, including one opinion supported by text evidence.	Summary writing rubric (content, grammar, organization); vocabulary checklist.	1, 2
TO3	Structured Paragraphs and Essays	Plan and write a multi-paragraph essay (e.g., problem/solution, cause/effect, or opinion-based).	Essay rubric (organization, grammar, vocabulary, development); peer or instructor feedback loop.	2, 5
TO4	Listening for Main Ideas & Purpose	Listen to a short lecture or podcast; complete a note-taking chart and write a 3-sentence summary.	Listening quiz (T/F, short answer); written or oral summary.	2, 3
TO5	Academic Speaking & Presentation Skills	Prepare and give a short oral presentation based on a course topic (e.g., environment, education, etc.).	Presentation rubric: content, organization, clarity, intonation, vocabulary, and delivery.	4, 5

EXHIBIT B-24

	Major Themes/ Skills	Assignments (Recommended but not limited to)	Assessments (Recommended but not limited to)	Course Learning Outcome(s)
TO6	Argument & Discussion Skills	Participate in a small-group debate or panel on a specific topic (e.g., technology, health).	Rubric for discussion: use of academic vocabulary, interaction, opinion support, and clarity.	4, 5
TO7	Integrated Academic Project (Capstone Task)	Complete an integrated assignment: read a text, listen to a related audio, write a response, and present it.	Holistic rubric covering reading, listening, writing, and speaking; self-reflection component.	1, 2, 3, 4, 5

12. Methods of Instruction

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

Lecture, discussion, group work, visual aids, role-play, structure dialogs, conferences, and integrated support services

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 All

Related Outline Component All

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

Tests, quizzes, discussions, role-play, oral and written response

_____

Quantitative Knowledge and Skills

_____

Scientific Knowledge and Reasoning

_____

Technological Competency

_____

Information Literacy

_____

Society and Human Behavior

_____

Humanistic Perspective

_____

Historical Perspective

_____

Global and Cultural Awareness

_____

Ethical Reasoning and Action

_____

Independent/Critical Thinking	Yes
Related Course Learning Outcome	All
Related Outline Component	All

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

Tests, quizzes, discussions, role-play, oral and written response

14. Needs

Instructional Materials (text etc.):

Canvas and OER Materials

Technology Needs:

NA

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

NA

Facility Needs:

NA

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.

16. Board Approval

History of Board approval dates

EXHIBIT B-24

Offered as Special Topics ESOL 299d per policy 7170 in Fall 2025.

Reviewer

Comments

Caroline Brittain (cbrittain) (11/13/25 4:38 pm): Converting from Special Topics to a New Course for Spring 2026.

Key: 2383

EXHIBIT B-25

EXHIBIT B-25

Course Change Request

Date Submitted: 10/07/25 4:49 pm

Viewing: ASLN 121 : Interpreting Theory

Last approved: 04/27/21 1:39 pm

Last edit: 10/07/25 4:49 pm

Changes proposed by: Kathleen Basilotto (kbasilotto)

Catalog Pages referencing this course

American Sign Language (ASLN)

Programs referencing this course

AAS.IT: American Sign Language - English Interpreting, Associate in Applied Science

Learning Outcomes

Display (show only)

In Workflow

1. **AH Academic Administrator**
2. **AH Dean**
3. **Executive Director of Curriculum and Program Development**
4. **Curriculum Committee Chair**
5. **Senate Chair**
6. Vice President of Academic Affairs
7. Cabinet
8. President
9. Board of Trustees Chair
10. AH Academic Administrator
11. Colleague

Approval Path

1. 10/08/25 7:24 am Kathryn Kingsbury (kkingsbury): Approved for AH Academic Administrator
2. 10/20/25 8:40 am Jonathan Molinaro (jmolinaro): Approved for AH Dean
3. 10/20/25 9:29 am James Marshall

EXHIBIT B-25

(jmarshall): Approved for Executive Director of Curriculum and Program Development

4. 10/24/25 11:49 am Caroline Brittain (cbrittain): Approved for Curriculum Committee Chair

History

1. Apr 27, 2021 by soconnor

AAS.IT: American Sign Language - English Interpreting, Associate in Applied Science

PLO 1: Demonstrate understanding of the function and purpose of sign language interpretation.

1. Course Information

Subject	ASLN - American Sign Language
School	Arts and Humanities
Course Title	Interpreting Theory

2. Hours

Semester Hours	3.00000	
	Lecture	3
	Lab	0
	Practicum	0

3. Catalog Description

For display in the online catalog

This course examines the history of interpreting, interpreting in a variety of specialized settings,

EXHIBIT B-25

the interpreting process, attitudes, and the role of the interpreter. Ideological components, principles, and practices of interpreting for the Deaf community will be examined. Students will learn about national certification and educational licensure. Students are required to accrue 15 mandatory field observation hours observing sign language interpreters with five or more years of experience. ~~Students in this course are required to submit a graduation portfolio which must include various topics in interpreting.~~

4. Requisites

Prerequisites

Students must complete the following courses with a minimum grade of C; ASLN 104, ASLN 112, ASLN 115, ASLN 125

Corequisites

ASLN 105, ASLN 201

5. Course Type

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

6. Justification

Describe the need for this course

Ocean County College, in establishing this course, is responding to many requests for basic ASL instruction. This course allows students to acquire ASL skills. ASL is the everyday language of 500,000 Americans; it is the third largest language “spoke” in the United States.

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

9. Related Courses at Other Institutions

Comparable Courses at NJ Community Colleges

Institution	Union County College
Course Title	Introduction to Interpreting
Course Number	HUD 105
Number of Credits	3
Comments	

Institution	Camden County College
Course Title	ASL for Interpreters
Course Number	IEP 201
Number of Credits	3

EXHIBIT B-25

Comments

Transferability of Course

Georgian Court University

Course Code, Title, and Credits	Transfer Category	If non-transferable; select status
EC, Elective credit, 3 cr	Elective	

Kean University

Course Code, Title, and Credits	Transfer Category	If non-transferable; select status
FEX1000 , elective, 3 cr	Elective	

Monmouth University

Course Code, Title, and Credits	Transfer Category	If non-transferable; select status
CO001 ,100 Level Elective, 3 cr	Elective	

Rowan University

Course Code, Title, and Credits	Transfer Category	If non-transferable; select status
EC, Elective credit, 3 cr	Elective	

Rutgers - New Brunswick, Mason Gross School of the Arts

Course Code, Title, and Credits	Transfer Category	If non-transferable; select status
04192NM, Communication Elective/Not For Major Credit, – 3 cr	Communication Elective/Not For Major Credit	

Stockton University

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

EXHIBIT B-25

If not transferable to any institution, explain:

10. Course Learning Outcomes

Learning Outcomes

	Students who successfully complete this course will be able to:
CLO1	Explain the influence of culture and language on communication and on the interpreter
CLO2	Discuss working in multicultural communities
CLO3	Analyze identity and communication in the deaf community
CLO4	Weigh the effect of beneficence, audism, cultural identity, power and oppression in relation to the interpreting situation and all stakeholders
CLO5	Demonstrate an understanding of the work of interpreters
CLO6	Discuss the history and profession of interpreters
CLO7	Elaborate on the process of interpreting
CLO8	Categorize business practices of interpreters
CLO9	Examine ethical situations and identify how the RID Code of Professional Conduct is applicable to those situations
CLO10	Compare and contrast Individualist and Collectivist cultures

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	Identify the code of Professional Conduct delineated by the Registry	1. reading 2. class discussion 3. group project	Quiz on reading, graded oral presentation of project ~~project, graded~~	CLO5,8,9

EXHIBIT B-25

	Major Themes/ Skills	Assignments (Recommended but not limited to)	Assessments (Recommended but not limited to)	Course Learning Outcome(s)
	of Interpreters for the Deaf	~~project~~ ~~4. graduation portfolio~~	~~graduation portfolio~~	
TO2	Describe the history of interpreting	1. reading 2. class discussion 3. group project ~~project~~ ~~4. graduation portfolio~~	Quiz on reading, graded oral presentation of project ~~project, graded graduation portfolio~~	CLO4,5,6,7
TO3	Identify the various specialized settings within the realm of interpreting	1. reading 2. class discussion 3. group project ~~project~~ ~~4. graduation portfolio~~	Quiz on reading, graded oral presentation of project ~~project, graded graduation portfolio~~	CLO2,5,7
TO4	Explain personal characteristics and abilities of interpreters	1. reading 2. class discussion 3. group project ~~project~~ ~~4. graduation portfolio~~	Quiz on reading, graded oral presentation of project ~~project, graded graduation portfolio~~	CLO2,3,4
TO5	Explain the effects of process time on interpreter errors	1. reading 2. class discussion 3. group project ~~project~~ ~~4. graduation portfolio~~	Quiz on reading, graded oral presentation of project ~~project, graded graduation portfolio~~	CLO7
TO6	Explain the necessity of proper use of register	1. reading 2. class discussion 3. group project ~~project~~ ~~4. graduation portfolio~~	Quiz on reading, graded oral presentation of project ~~project, graded graduation portfolio~~	CLO5,7,9
TO7	Explain the various modes of communication	1. reading 2. class discussion 3. group project ~~project~~	Quiz on reading, graded oral presentation of project ~~project, graded graduation portfolio~~	CLO1,3,5,7

EXHIBIT B-25

	Major Themes/ Skills	Assignments (Recommended but not limited to)	Assessments (Recommended but not limited to)	Course Learning Outcome(s)
		~~4. graduation portfolio~~		
TO8	Explain oppression within the Deaf community	1. reading 2. class discussion 3. group project ~~project~~ ~~4. graduation portfolio~~	Quiz on reading, graded oral presentation of project ~~project, graded graduation portfolio~~	CLO1,4,5
TO9	Explain how interpreters can be oppressors	1. reading 2. class discussion 3. group project ~~project~~ ~~4. graduation portfolio~~	Quiz on reading, graded oral presentation of project ~~project, graded graduation portfolio~~	CLO1,2,4,5
TO10	Explain the influence of culture on communication	1. reading 2. class discussion 3. group project ~~project~~ ~~4. graduation portfolio~~	Quiz on reading, graded oral presentation of project ~~project, graded graduation portfolio~~	CLO1,2,3,5,10
TO11	Explain the RID and EIPA processes	1. reading 2. class discussion 3. group project ~~project~~ ~~4. graduation portfolio~~	Quiz on reading, graded oral presentation of project ~~project, graded graduation portfolio~~	CLO5,6,9

12. Methods of Instruction

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

o Lecture
o Demonstration

o Visual aids
o Games
o Group activities
o Group projects
o Supplementary resource materials will be utilized.

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 ALL

Related Outline Component ALL

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

Quiz, exam, group presentation

_____

Quantitative Knowledge and Skills

_____

Scientific Knowledge and Reasoning

_____

Technological Competency

_____

Information Literacy

_____

Society and Human Behavior

_____

Humanistic Perspective

_____

Historical Perspective Yes

Related Course CLO1,3,4,5,6

EXHIBIT B-25

Learning Outcome

Related Outline Component: TO1,2,8,9,10

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

Quiz, exam, group presentation

Global and Cultural Awareness: Yes

Related Course Learning Outcome: CLO1,2,3,4,5,6,9

Related Outline Component: TO2,8,9,10

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

Quiz, exam, group presentation

Ethical Reasoning and Action: Yes

Related Course Learning Outcome: CLO4,6,9

Related Outline Component: TO1,8,9

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

Quiz, exam

Independent/Critical Thinking

14. Needs

Instructional Materials (text etc.):

An appropriate text will be selected. Contact the department for current adoptions

Technology Needs:

Use of lab with ASL software, recording functions, and computers

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

Presently, there are two full-time faculty members and one adjunct teaching within the Interpreter Training Program. Additional adjuncts needed

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

Board of Trustees Approval Date: December 08, 2016

EXHIBIT B-25

Board of Trustees Approval Date: March 28, 2019

Reviewer

Comments

Key: 129

EXHIBIT B-26

EXHIBIT B-26

Course Change Request

Date Submitted: 10/30/25 9:59 am

Viewing: ENGL 151 : English I

Last approved: 02/21/21 9:38 pm

Last edit: 11/13/25 4:53 pm

Changes proposed by: Kristyn Stout (kstout)

Catalog Pages referencing this course

- Approved General Education Courses
- Business (BUSN)
- Communication (COMM)
- English (ENGL)
- Film (FILM)
- Humanities (HUMN)
- Law (LAAW)
- Theater (THTR)

Programs referencing this course

- AAS.CS.CY: Computer Science/Information Technology - Option in Cybersecurity, Associate in Applied Science
- AS.BA.ACCT: Business Administration - Option in Accounting, Associate in Science
- AS.HLSC: Homeland Security, Associate in Science
- AA.LA.SOCI: Sociology, Associate in Arts
- AAS.HS.MDLT: Health Science - Option in Medical Laboratory Technology (w/ Mercer CC)
- AS.PUBH: Public Health, Associate in Science
- CONC.BA.ACCT: Accounting Concentration
- CONC.BA.FINA: Finance Concentration
- CONC.BA.MRKT: Marketing Concentration
- CONC.BA.MGMT: Management Concentration
- CONC.BA.ADMN: Business Administration Concentration
- CONC.BA.SCM: Supply Chain Management Concentration

In Workflow

1. **AH Academic Administrator**
2. **AH Dean**
3. **Executive Director of Curriculum and Program Development**
4. **Curriculum Committee Chair**
5. **Senate Chair**
6. Vice President of Academic Affairs
7. Cabinet
8. President
9. Board of Trustees Chair
10. AH Academic Administrator
11. Colleague

Approval Path

1. 10/30/25 10:03 am Kathryn Kingsbury (kkingsbury): Approved for AH Academic Administrator
2. 10/30/25 1:46 pm Jonathan Molinaro (jmolinaro): Approved for AH Dean
3. 10/30/25 2:44 pm James Marshall

CONC.BA.HLTH: Health Administration Concentration
AS.CS: Computer Science, Associate in Science
CONC.BA.SPRT: Sports Management Concentration
CONC.BA.DATA: Data Analytics Concentration
CONC.BA.HRTM: Hospitality, Recreation, and Tourism Concentration
CONC.ES.BIOL: Biology Concentration
CONC.PBS.CRIM: Criminal Justice Concentration
CONC.PBS.ELEM: Early Childhood and Elementary Education Concentration
CONC.PBS.EDUC: Elementary and Middle School Education Concentration
CONC.PBS.FPSY: Forensic Psychology Concentration
CONC.PBS.POLI: Political Science and Public Administration Concentration
CONC.PBS.PSYC: Psychology Concentration
AS.CJ: Criminal Justice, Associate in Science
CONC.PBS.SOWK: Social Work Concentration
CONC.PBS.SOSC: Sociology Anthropology
AS.CS.CIS: Computer Science with Cyber-Information Security Option, Associate in Science
AA.PA.DANC: Performing Arts with Dance Option, Associate in Arts
AA.LA.EDUC: Education, Associate in Arts
AS.ENGR: Math/Engineering, Associate in Science
AAS.IT: American Sign Language - English Interpreting, Associate in Applied Science
AA.LA.ENGL: English, Associate in Arts
AS.ES: Science, Associate in Science
AA.FA: Fine Arts, Associate in Arts
AS.CS.GDD: Computer Science with Game Development & Design Option, Associate in Science
AS.GE.BUS: General Studies, Associate in Science - Business Concentration
AS.GE.CS: General Studies, Associate in Science - Computer Studies Concentration
AS.GE.HPE: General Studies, Associate in Science - Health and Physical Education Concentration
AS.GE.HUM: General Studies, Associate in Science - Humanities Concentration
AA.PA.ADMN: Performing Arts with Arts Administration Option, Associate in Arts

(jmarshall): Approved for Executive Director of Curriculum and Program Development
4. 11/13/25 4:55 pm Caroline Brittain (cbrittain): Approved for Curriculum Committee Chair

History

1. Nov 11, 2020 by soconnor
2. Feb 21, 2021 by soconnor

EXHIBIT B-26

AS.GE.MATH: General Studies, Associate in Science - Mathematics Concentration
AS.GE.SCI: General Studies, Associate in Science - Science Concentration
AS.GE.SS: General Studies, Associate in Science - Social Science Concentration
AS.GADM: Arts, Communication, and Design, Associate in Science
CC.VP: Video Production, Certificate of Completion
AS.BA.HA: Business Administration with Health Administration Option, Associate in Science
CT.EXER: Exercise Science, Certificate of Proficiency
AA.DMM.BP: Digital Mass Media with Broadcast/Production Option, Associate in Arts
CT.NUTR: Nutrition, Certificate of Proficiency
AA.LA.HIST: History, Associate in Arts
AS.HRTM: Hospitality, Recreation, and Tourism Management, Associate in Science
AAS.CS: Computer Science/Information Technology, Associate in Applied Science
AS.CS.IT: Computer Science with Information Technology Option, Associate in Science
CT.INFO: Information Technology, Certificate of Proficiency
AA.DMM.JOUR: Digital Mass Media with Journalism Option, Associate in Arts
AA.LA: Liberal Arts, Associate in Arts
CT.ACCT: Accounting, Certificate of Proficiency
AA.PA.MUSC: Performing Arts with Music Option, Associate in Arts
AAS.NURS: Nursing, Associate in Applied Science
AS.OTA: Occupational Therapy Assistant, Associate in Science
AS.PSYR: Psychosocial Rehabilitation, Associate in Science
AAS.BUS.LEGA: Business with Paralegal Studies Option, Associate in Applied Science
AA.LA.PHOT: Photography, Associate in Arts
AA.LA.PSYC: Psychology, Associate in Arts
AS.SW: Social Work, Associate in Science
AS.BA.SM: Business Administration with Sports Management Option, Associate in Science
AAS.BUS: Business, Associate in Applied Science
AS.BA.SCM: Business Administration with Supply Chain Management Option, Associate in Science

EXHIBIT B-26

AAS.TS.COMP: Technical Studies with Computer Technology Option, Associate in Applied Science
AAS.TS.TECH: Technical Studies with Industrial/Technical Option, Associate in Applied Science
AA.PA.THTR: Performing Arts with Theatre Option, Associate in Arts
AAS.WBMKT: Web marketing, Associate in Applied Science
CT.FS: Fire Science, Certificate of Proficiency
CT.ADVAC: Certificate of Proficiency in Advanced Accounting
AS.BA: Business Administration, Associate in Science
CT.LEGA: Paralegal Studies, Certificate of Proficiency
CT.SBM: Small Business Management, Certificate of Proficiency
CT.MES: Middle Eastern Studies, Certificate of Proficiency
AS.BA.DA: Business Administration - Option in Data Analytics, Associate in Science
AAS.CS.AI: Computer Science/Informational Technology - Option in Artificial Intelligence, Associate in Applied Science
AAS.HS: Health Science
AS.CHEM: Chemistry, Associate in Science
AS.ACCT: Accounting, Associate in Science
AS.SW.MEDI: Social Work, Associate in Science - Option in Medical and Behavioral Health
AS.BA.HR: Business Administration, Associate in Science
AS.HRTM.CA: Hospitality, Recreation, and Tourism Management, Associate in Science - Option in Culinary Arts

Other Courses referencing this course

In The Catalog Description:

ENGL 141 : Writing the Research Paper
ENGL 152 : English II
ENGL ACCU1 : English Placement for Engl-098

Learning Outcomes
Display (show only)

CONC.BA.ADMN: Business Administration Concentration
AA.GLOBL: Humanities and Cultures, Associate in Arts
AA.DMM.BP: Digital Mass Media with Broadcast/Production Option, Associate in Arts
AA.DMM.JOUR: Digital Mass Media with Journalism Option, Associate in Arts

PLO 3: Demonstrate overall proficiency in the use of standard audio and video production equipment, including audio and video digital editing.

PLO 4: Electronically produce formatted text and graphics for modern print production.

EXHIBIT B-26

1. Course Information

Subject	ENGL - English
School	Arts and Humanities
Course Title	English I

2. Hours

Semester Hours	3.00000	
	Lecture	3.00
	Lab	0.00
	Practicum	0.00

3. Catalog Description

For display in the online catalog

Students compose and revise analytical ~~expository~~ essays of a minimum of 3,500 words of formal, academic writing. ~~totaling 3500 words, minimum.~~ Through a series of ~~primarily~~ text-based writing assignments, the course reinforces and stresses the further development of critical reading and thinking, ethical reasoning, the writing process, and information literacy.

4. Requisites

Prerequisites

~~ENGL 095 with grade of C or higher, or English placement requiring noremediation.~~

Corequisites

~~No remediation~~

5. Course Type

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

6. Justification

Describe the need

for this course

As the first course in the general education "Communication" sequence, ENGL 151 equips students with the writing, critical thinking, and information literacy skills necessary ~~is the first course in the general education "Communication" sequence that is required~~ for success in college and their careers. ~~all OCC degree programs.~~ Through a structured approach to analytical writing, students will craft well-supported arguments, engage ethically with sources and tools, and participate in academic discourse across disciplines.

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

Communication

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	ENGL 151 aligns with Strategic Objective 2.4, "Provide career readiness supports and embed career competencies across the curriculum," as it embeds opportunities to strengthen the following NACE Career Readiness Competencies: communication, career and self-development, critical thinking, professionalism, teamwork, and technology.

9. Related Courses at Other Institutions

EXHIBIT B-26

Comparable Courses at NJ Community Colleges

Institution	Brookdale CC
Course Title	English Composition: The Writing Process
Course Number	ENGL 121
Number of Credits	3
Comments	

Institution	Atlantic Cape CC
Course Title	Composition I
Course Number	ENGL 101
Number of Credits	3
Comments	

Transferability of Course

Georgian Court University

Course Code, Title, and Credits	Transfer Category	If non-transferable; select status
EN111, College Prose Composition I, 3 cr.	General Education	

Kean University

Course Code, Title, and Credits	Transfer Category	If non-transferable; select status
ENG1030, College Composition, 3 cr.	General Education	

Monmouth University

Course Code, Title, and Credits	Transfer Category	If non-transferable; select status
EN101, College English I, 3 cr.	General Education	

Rowan University

Course Code, Title, and Credits	Transfer Category	If non-transferable; select status
COMP01111, College Comp I, 3 cr.	General Education	

Rutgers - New Brunswick, Mason Gross School of the Arts

Course Code, Title, and Credits	Transfer Category	If non-transferable; select status
01355100, Basic Composition I, 3 cr.	General Education	

Stockton University

Course Code, Title, and Credits	Transfer Category	If non-transferable; select status
TRCREC, Elective Transfer Credit, 3 cr.	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	~~Writing:~~Apply the writing process to research, outline, ~~invent,~~ draft, revise, and edit academic essays for various audiences and purposes. ~~essays.~~
CLO2	~~CriticalThinking:~~Compose essays that demonstrate ~~assert and develop~~ a command of organization, development, voice, and rhetorical strategies. ~~debatable thesis statement using relevant evidence and employing academic discourse.~~
CLO3	Invent original, debatable arguments that are supported with logical reasoning, textual evidence, and multiple perspectives. ~~Ethical Reasoning:Analyze and synthesize textual evidence to produce academic writing with attribution.This~~

EXHIBIT B-26

	Students who successfully complete this course will be able to:
	~~includes evaluating issues and making decisions based on consideration of virtue, values, beliefs, rights, and obligations.~~
CLO4	Read, analyze and annotate a variety of sources to identify central ideas, rhetorical strategies, and underlying assumptions. ~~Information Literacy:Evaluate and integrate sources using proper documentation.~~
CLO5	Assess the ways genre, audience, purpose, and context shape written and multimodal arguments and apply appropriate conventions across modalities.
CLO6	Develop ethical arguments that synthesize and critically evaluate issues, considering bias, values, beliefs, rights, and obligations to determine a position within ongoing academic conversations.
CLO7	Conduct academic research to discern and use credible sources/tools and document borrowed information in MLA format, avoiding plagiarism or other forms of unauthorized assistance.
CLO8	Produce authentic, original written work that demonstrates an understanding of the ethical considerations, including transparency and documentation, in the use of Artificial Intelligence (AI) tools for academic writing.
CLO9	Demonstrate self-awareness and growth as a writer through reflection, peer review, and revision.

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	Active Reading & Critical Analysis: a) Annotation and note-taking strategies b) Identifying central ideas and rhetorical moves c) Recognizing assumptions and perspectives ~~The Essay~~ ~~a) Introduction to~~	1) Close reading assignments 2) Textual annotations 3) Reading Journals 4) Small group or class discussion-led analysis ~~1) Reading source material~~ ~~2) Class discussion~~ ~~3) Group work~~ ~~4) In-class writing~~	Reading quizzes, writer's notes, reading journals, essays ~~Quizzes, Assigned essays~~	CLO4, CLO6, CLO7 ~~CLO1~~

EXHIBIT B-26

	Major Themes/ Skills	Assignments (Recommended but not limited to)	Assessments (Recommended but not limited to)	Course Learning Outcome(s)
	~~academic discourse and college level writing~~ ~~b) An essay's purpose, voice, and audience~~ ~~c) Identifying and focusing on an appropriate essay topic~~			
TO2	The Writing Process: a) Research b) Invention and brainstorming c) Outlining and drafting d) Revision for organization and development e) Editing for grammar and clarity f) Reflection on growth and process ~~Writing~~ ~~a) Invention/ brainstorming~~ ~~b) Drafting~~ ~~c) Revision~~ ~~d) Editing~~ ~~e) Developing assertions with supporting detail~~ ~~f) Building coherent paragraphs~~ ~~g) Creating a functional essay structure~~ ~~h) Responding~~	1) ~~Reading source material~~ ~~2) Class discussion~~ ~~3)~~ In-class invention, drafting, revising, and ~~drafting~~ ~~4) In-class revision~~ ~~5) In-class~~ editing workshops 2) Scaffolded in-class assignments or homework ~~6) Homework~~ on each step 3) Peer review 4) Reflections ~~a), b), c) and d).~~	Drafts and final essays, in-class writing assignments to assess originality, revision portfolio demonstrating substantive changes ~~Assigned essays, assigned writing, quizzes~~	CLO1, CLO2, CLO3, CLO4, CLO7, CLO8, CLO9 ~~CLO1~~

EXHIBIT B-26

	Major Themes/ Skills	Assignments (Recommended but not limited to)	Assessments (Recommended but not limited to)	Course Learning Outcome(s)
	~~critically to source readings~~ ~~i) Logically synthesizing information from source readings~~ ~~j) Observing grammatical and mechanical writing conventions.~~			
TO3	Academic Writing & Rhetorical Situation: a) Academic tone, stance, and conventions b) Audience, purpose, and context c) Rhetorical strategies (appeals, style, organization) d) Adapting writing to disciplinary expectations e) Logical fallacies f) Bias ~~Critical Thinking~~ ~~a) Argument~~ ~~i) Parts~~ ~~ii) Approaches~~ ~~iii) Types of argument~~ ~~iv) Counter argument~~ ~~v) Using Logic~~ ~~b) Using sources~~	1) Rhetorical situation analyses 2) Audience adaptation exercises 3) Editing for tone and stance 4) Revision activities for rhetorical effectiveness ~~1) Readings~~ ~~2) Class discussion~~ ~~3) Presentations~~ ~~4) Group projects~~ ~~5) Writing~~	Essay revisions emphasizing rhetorical choices, quizzes on academic conventions, essays ~~Assigned essays, assigned writing, quizzes~~	CLO2, CLO5 ~~CLO2~~
TO4	Genre & Multimodality: a) Genre, audience, purpose, and context b) Conventions across	1) Analyses of texts in diverse genres 2) Multimodal project 3) Reflections on how	Multimodal project, genre analysis essay, presentation assessing audience and purpose	CLO5 ~~CLO3~~

EXHIBIT B-26

	Major Themes/ Skills	Assignments (Recommended but not limited to)	Assessments (Recommended but not limited to)	Course Learning Outcome(s)
	written genres (analysis, reflection, response) c) Introduction to multimodal composition (visual, oral, digital) ~~Ethical Reasoning~~ ~~a) Evaluating issues~~ ~~b) Developing arguments~~ ~~c) Reaching decisions~~ ~~d) Analysis of the components of ethical issues~~	medium shapes rhetorical choice ~~1) Readings~~ ~~2) Class discussion~~ ~~3) Presentations~~ ~~4) Group projects~~ ~~5) Writing~~	alignment ~~Assigned essays, assigned writing, quizzes~~	
TO5	Argumentation: a) Drafting debatable, original thesis statements b) Logical reasoning and textual evidence c) Multiple perspectives and counterarguments d) Logical organization ~~Information Literacy~~ ~~a) Using the library~~ ~~b) Gathering sources~~ ~~c) Evaluating sources~~ ~~d) Documentation~~ ~~(conducting research honestly and skillfully; accurate use of MLA documentation;)~~	1) Argument mapping 2) Claim-evidence-reasoning drills 3) Counterargument workshops 4) Structured debates 5) Drafting and revising argumentative essays ~~1) Readings~~ ~~2) Work in the library~~ ~~3) Work with sources~~ ~~4) Class discussion~~ ~~5) Presentations~~ ~~6) Writing~~	Argumentative essay, rhetorical analysis of argumentative texts, debates, presentations ~~Assigned essays, assigned writing, quizzes~~	CLO2, CLO3. CLO8 ~~CLO4~~
TO6	Ethical Reasoning in Writing: a) Evaluating issues and perspectives ethically	1) Readings on the ethical considerations of current debatable topics 2) Exercises on integrating	Ethical argument essay, academic integrity quiz, annotated bibliography entries with evaluative	CLO3, CLO6, CLO8

EXHIBIT B-26

	Major Themes/ Skills	Assignments (Recommended but not limited to)	Assessments (Recommended but not limited to)	Course Learning Outcome(s)
	b) Developing arguments grounded in ethical reasoning c) Responsible synthesis of textual evidence d) Proper attribution and acknowledgement	and attributing sources 3) Drafting ethical argument essays	notes	
TO7	Information & Technology Literacy: a) Using library databases and resources b) Employing digital tools for research and writing c) Evaluating and synthesizing peer-reviewed sources d) MLA documentation and citation practices	1) Library orientation or information literacy session 2) Database searches 3) Source evaluation 4) Research log 5) Draft and revise a research-based essay using MLA format	Research-based essay, annotated bibliography, MLA format documentation quiz, writer's notes	CLO4, CLO5, CLO7
TO8	Metacognition & Reflection a) Self-assessment of writing growth b) Structured reflection on the writing process and revisions c) Peer feedback and collaboration d) Goal setting for continued improvement	1) Reflective journals 2) Peer review workshops 3) Self-assessment checklists 4) Final portfolio	Reflection essay, peer review participation, final portfolio with reflective introduction	CLO1, CLO9

12. Methods of Instruction

In the structuring of this course, what major methods of

instruction will be utilized?

• Lecture, discussion, and small group work in college-level language skills, the writing process, and information literacy
• Reading assignments from the textbook, current periodicals, or the Internet
• Formal in- and out-of-class writing assignments (e.g., reflective journals, article summaries and analyses, essays, and collaborative projects)
• Digital composing, revising, and editing using word processing and online platforms
• Library/information literacy sessions
• Peer review workshops
• Instructor-student writing conferences
• Metacognitive reflection activities
• Use of appropriate instructional media
• Case-studies or other real-world simulations
• Support services may be provided depending on available college resources (e.g., Writing Center tutors, etc.) ~~o Lecture, discussion, and small group work in college-level language skills, the writing process, and information literacy.o Reading assignments from the textbook, current periodicals, or the Internet.o Appropriate in-class and out-of-class writing assignments, e.g., reflective journals, article summaries and analyses, essays, and collaborative projects (a minimum of 3500 words of finished writing).o Computer composing, revising, and editing (when computer classrooms are available).o Instructor-student writing conferences.o Use of appropriate instructional media.o Case-studies or other real-world simulations.o Support services may be provided depending on available college resources, e.g., Writing Skills Lab, Writing Computer Lab, and Center for Academic Services.~~

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

Information

Communication-Written and Oral	Yes
Related Course Learning Outcome	CLO1, CLO2, CLO3, CLO6, CLO8, CLO9 ~~CLO1~~
Related Outline Component	TO2, TO3, TO4, TO5, TO6, TO8 ~~TO1, TO2~~

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

Drafts and final essays, genre analysis essay, reflection essay, oral presentations, peer review, multimodal project ~~Quizzes, assigned essays~~

EXHIBIT B-26

Quantitative Knowledge and Skills

Scientific Knowledge and Reasoning

Technological Competency

Information Literacy Yes

Related Course Learning Outcome: CLO4, CLO5, CLO7 ~~CLO4~~

Related Outline Component: TO1, TO7 ~~TO5~~

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

Research-based essays, annotated bibliographies, MLA documentation quizzes, source evaluation exercises, research logs ~~Quizzes, assigned essays~~

Society and Human Behavior

Humanistic Perspective

Historical Perspective

Global and Cultural Awareness

Ethical Reasoning and Action Yes

Related Course Learning Outcome: CLO3, CLO6, CLO7, CLO8 ~~CLO3~~

Related Outline Component: TO1, TO6 ~~TO4~~

EXHIBIT B-26

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

Argumentative essays, annotated bibliographies with evaluative notes, academic integrity quizzes, debates, presentations ~~Quizzes, assigned essays~~

Independent/Critical Thinking Yes

Related Course Learning Outcome: CLO2, CLO3, CLO4, CLO5, CLO8, CLO9 ~~CLO2~~

Related Outline Component: TO1, TO3, TO4, TO6, TO8 ~~TO3~~

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

Critical response papers, rhetorical analysis assignments, argument-driven essays, peer review, reflections, final portfolios ~~Quizzes, assigned essays~~

14. Needs

Instructional Materials (text etc.):

An appropriate textbook will be selected. Contact the department for current adoptions.

Technology Needs:

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

Facility Needs:

Library needs:

Maintenance of online databases and continued collaboration with the library for new sources, both digital and print.

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: Sept.1977: E. Hoag
- Spring 1985: J. Hubbs (Review)
- Mar. 1989: J. Hubbs
- Mar. 1990: N. Bosley
- Spring 1994: English Faculty, J. Hubbs
- Spring 1997: J. Hubbs, W. Maxymuk, E. Mitchell, G. Perabo
- Spring 2003: J. Hubbs (Review)
- Fall 2004: J. Angona, D. Bordelon, J. Hadley, E. Mitchell, L. Prothers, K. Veselits
- June 2006: J Angona, G. Perabo
- Board of Trustees Approval Date: November 6, 2006
- Board of Trustees Approval Date: April 28, 2008
- Board of Trustees Approval Date: January 25, 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

EXHIBIT B-27

EXHIBIT B-27

Course Change Request

Date Submitted: 10/28/25 1:15 pm

Viewing: MATH 270 : Discrete Mathematics

Last approved: 07/19/21 11:25 pm

Last edit: 10/28/25 1:15 pm

Changes proposed by: Jeong Kim (jkim)

Catalog Pages referencing this course

Approved General Education Courses

Mathematics (MATH)

Programs referencing this course

AS.CS.CIS: Computer Science with Cyber-Information Security Option, Associate in Science

AS.CS.IT: Computer Science with Information Technology Option, Associate in Science

Learning Outcomes

Display (show only)

In Workflow

1. **STEM Academic Administrator**
2. **STEM Dean**
3. **Executive Director of Curriculum and Program Development**
4. **Curriculum Committee Chair**
5. **Senate Chair**
6. Vice President of Academic Affairs
7. Cabinet
8. President
9. Board of Trustees Chair
10. STEM Academic Administrator
11. Colleague

Approval Path

1. 10/28/25 1:24 pm Connor Sampson (csampson): Approved for STEM Academic Administrator
2. 10/28/25 1:34 pm Vandana Saini (vsaini): Approved for STEM Dean
3. 10/28/25 1:56 pm James Marshall (jmarshall):

EXHIBIT B-27

Approved for Executive Director of Curriculum and Program Development

4. 11/13/25 4:29 pm Caroline Brittain (cbrittain): Approved for Curriculum Committee Chair

History

1. Jul 19, 2021 by soconnor

1. Course Information

Subject	MATH - Mathematics
School	Science, Technology, Engineering, Mathematics
Course Title	Discrete Mathematics

2. Hours

Semester Hours	3.00000
Lecture	3
Lab	0
Practicum	0

3. Catalog Description

For display in the online catalog

This course is recommended for engineering, computer science, and Mathematics majors. The topics include: sets, logic, proofs, combinations, probability, graph theory and Boolean algebra.

4. Requisites

Prerequisites

MATH 265 with B or better, or MATH 266

Corequisites

~~MATH 266, or permission of instructor~~

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 has become an important tool for students in mathematics, science, computer science and/or engineering degrees to improve their mathematical skills in a variety of fields. It provides the background required for insight into more advanced courses in pure mathematics. It is a required course for mathematics and computer science majors at many four-year institutions.

7. General Education

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

Yes

General Education Category

Mathematics

General Education Status	Approved

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

EXHIBIT B-27

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	Providing student-centered, high quality educational experiences that prepare and empower diverse learners
2	Cultivating a technologically progressive spirit
3	Providing and supporting the delivery of high quality, relevant, and emerging STEM courses
4	Reviewing and revising course content, prerequisites, learning objectives, and integrated assessments to meet current trends and transferability

9. Related Courses at Other Institutions

Comparable Courses at NJ Community Colleges

Institution	Atlantic Cape CC
Course Title	Discrete Mathematics
Course Number	MAT 153
Number of Credits	4
Comments	

Institution	Brookdale CC
Course Title	Discrete Mathematics
Course Number	MATH 226
Number of Credits	4
Comments	

EXHIBIT B-27

Institution	Rowan College at Burlington County
Course Title	Discrete Mathematics
Course Number	MTH 226
Number of Credits	3
Comments	

Institution	Camden County College
Course Title	Discrete Mathematics
Course Number	MTH 129
Number of Credits	4
Comments	

Institution	Mercer County CC
Course Title	Discrete Mathematical Structures
Course Number	COS 204
Number of Credits	4
Comments	

Transferability of Course

Georgian Court University

Course Code, Title, and Credits	Transfer Category	If non-transferable; select status
MA210, Discrete Mathematics, 3	GE	

Kean University

EXHIBIT B-27

Course Code, Title, and Credits	Transfer Category	If non-transferable; select status
MATH2110 K1K3, Discrete Structures, 3	GE	

Monmouth University

Course Code, Title, and Credits	Transfer Category	If non-transferable; select status
MA120, Intro to Mathematical Reasoning, 3	GE	

Rowan University

Course Code, Title, and Credits	Transfer Category	If non-transferable; select status
MATH03150, Discrete Math, 3	GE	

Rutgers - New Brunswick, Mason Gross School of the Arts

Course Code, Title, and Credits	Transfer Category	If non-transferable; select status
21640237, Discrete Structures, 3	GE	

Stockton University

Course Code, Title, and Credits	Transfer Category	If non-transferable; select status
MATH2225, Discrete Mathematics, 3	GE	

If not transferable to any institution, explain:

10. Course Learning Outcomes

Learning Outcomes

	Students who successfully complete this course will be able to:
CLO1	Solve problems involving set operations.
CLO2	Develop skills of mathematical logic.

	Students who successfully complete this course will be able to:
CLO3	Demonstrate proofs using mathematical induction analysis.
CLO4	Explore combinatorics and probability problems.
CLO5	Utilize graph theory and its applications

11. Topical Outline

(include as many themes/skills as needed)

	Major Themes/ Skills	Assignments (Recommended but not limited to)	Assessments (Recommended but not limited to)	Course Learning Outcome(s)
TO1	Sets	Lecture, discussion, group work	Graded take-home assignments, In-class tests	CLO1
TO2	Logic	Lecture, discussion, group work	Graded take-home assignments, In-class tests	CLO2
TO3	Probability	Lecture, discussion, group work	Graded take-home assignments, In-class tests	CLO4
TO4	Combinatorics	Lecture, discussion, group work	Graded take-home assignments, In-class tests	CLO4
TO5	Proofs	Lecture, discussion, group work	Graded take-home assignments, In-class tests	CLO3
TO6	Craph Theory	Lecture, discussion, group work	Graded take-home assignments, In-class tests	CLO1
TO7	Boolean Algebra	Lecture, discussion, group work	Graded take-home assignments, In-class tests	CLO1

12. Methods of Instruction

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

Lecture

o Handouts

o Group discussions

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

Information

Communication-Written and Oral

_____

Quantitative Knowledge and Skills Yes

Related Course Learning Outcome All

Related Outline Component All

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

Graded take-home assignments, In-class tests

_____

Scientific Knowledge and Reasoning

_____

Technological Competency

_____

Information Literacy

_____

Society and Human Behavior

_____

Humanistic Perspective

_____

Historical Perspective

_____

Global and Cultural Awareness

EXHIBIT B-27

_____

Ethical Reasoning and Action

_____

Independent/Critical Thinking

14. Needs

Instructional Materials (text etc.):

An appropriate textbook or open educational resource will be selected. Please contact the department for current adoptions

Technology Needs:

None

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

Presently Employed Faculty

Facility Needs:

None

Library needs:

None

15. Grade Determinants

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

A: Excellent

B+: Very Good

B: Good

C+: Above Average

C: Average

D: Below Average

EXHIBIT B-27

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

Reviewed/Revised: December 1990; February 27, 1996; April 30, 1996; December 1998; December 2003; May 4, 2004; Feb. 28, 2006; March 8, 2006; June 2006

Board of Trustees Approval Date: November 6, 2006

Board of Trustees Approval Date: March 26, 2012

Board of Trustees Approval Date: January 26, 2016

Board of Trustees Approval Date: December 12, 2019

Reviewer Comments

Key: 1701

EXHIBIT B-28

EXHIBIT B-28

Course Change Request

Date Submitted: 10/20/25 8:15 am

Viewing: BIOL 114 : Principles of Biological Science Lecture

Last approved: 06/09/21 12:17 pm

Last edit: 10/20/25 3:32 pm

Changes proposed by: James Marshall (jmarshall)

Catalog Pages referencing this course

Approved General Education Courses

Biology (BIOL)

Programs referencing this course

CT.NUTR: Nutrition, Certificate of Proficiency

AS.PSYR: Psychosocial Rehabilitation, 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

Other Courses referencing this course

In The Catalog Description:

BIOL 130 : Human Anatomy and Physiology I Lecture

BIOL 161 : General Biology I Lecture

ENVI 154 : Introduction to Oceanography

XBIOL 130 : Xuman Anatomy and Physiology I Lecture Human Anatomy and Physiology I

XBIOL 161 : Xeneral Biology I

In Workflow

1. **STEM Academic Administrator**
2. **STEM Dean**
3. **Executive Director of Curriculum and Program Development**
4. **Curriculum Committee Chair**
5. **Senate Chair**
6. Vice President of Academic Affairs
7. Cabinet
8. President
9. Board of Trustees Chair
10. STEM Academic Administrator
11. Colleague

Approval Path

1. 10/20/25 8:51 am Connor Sampson (csampson): Approved for STEM Academic Administrator
2. 10/20/25 1:57 pm Vandana Saini (vsaini): Rollback to STEM Academic Administrator for STEM Dean
3. 10/20/25 3:33 pm

EXHIBIT B-28

Learning Outcomes
Display (show only)

Connor Sampson (csampson): Approved for STEM Academic Administrator
4. 10/20/25 3:47 pm Vandana Saini (vsaini): Approved for STEM Dean
5. 10/20/25 9:14 pm James Marshall (jmarshall): Approved for Executive Director of Curriculum and Program Development
6. 10/24/25 11:49 am Caroline Brittain (cbrittain): Approved for Curriculum Committee Chair

History

1. Jun 9, 2021 by soconnor

1. Course Information

Subject	BIOL - Biology
School	Science, Technology, Engineering, Mathematics
Course Title	Principles of Biological Science Lecture

2. Hours

Semester Hours	3.0 ~~4.00000~~

Lecture	3.00
Lab	0.0 ~~2.00~~
Practicum	0.0

3. Catalog Description

For display in the online catalog

A one-semester ~~laboratory~~ course designed for those who have not had a high school science background, or for those who have graduated from high school ten or more years ago. Includes a study of the cell, its physiology and relationship to the more complicated organism. A study of genetics and heredity as well as evolution is included. It is recommended that this course not be taken concurrently with or after a science course with a higher course number.

4. Requisites

Prerequisites

None

Corequisites

For the first attempt BIOL 114L is considered a corequisite. If the student should fail either lecture or lab after the first attempt then they may take the individual failed section. ~~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 needed for students entering college who have not had a high school biology course or who wish to reinforce their biological science background before going on to further study.

The course addresses the need for greater scientific literacy by introducing students to some basic concepts in the living world and how these concepts are interrelated. The course also addresses the need of the students to develop and use critical thinking

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

Lab 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	This course is needed for students entering college who have not had a high school biology course or who wish to reinforce their biological science background before going on to further study. The course addresses the need for greater scientific literacy by introducing students to some basic concepts in the living world and how these concepts are interrelated. The course also addresses the need of the students to develop and use critical thinking.

9. Related Courses at Other Institutions

Comparable Courses at NJ Community Colleges

Institution Brookdale CC

Course Title Biology

EXHIBIT B-28

Course Number	BIO 105
Number of Credits	3 + 1
Comments	Biology for Non-Science Majors

Institution	Middlesex County College
Course Title	Basic Biology
Course Number	Bio 010
Number of Credits	3 + 1
Comments	

Institution	Mercer County CC
Course Title	Biology
Course Number	Bio 100
Number of Credits	3
Comments	

Institution	Atlantic Cape CC
Course Title	Biology
Course Number	Bio 103
Number of Credits	3+1
Comments	

Transferability of Course

Georgian Court University

Course Code, Title, and Credits	Transfer Category	If non-transferable; select status
~~Human Biology~~ ~~Life:~~BI 111 Life: ~~4~~ Human Biology 4-credits	Major (linked course must complete both lecture & lab or only elective credit is granted) ~~GenED – Bridge Natural Science~~	

Kean University

Course Code, Title, and Credits	Transfer Category	If non-transferable; select status
~~Principle of Biology~~ BIO 1000 Principles of Biology 4-credits ~~4~~	General Education (linked course must complete both lecture & lab or only elective credit is granted) ~~GenED - Science~~	

Monmouth University

Course Code, Title, and Credits	Transfer Category	If non-transferable; select status
BY 104 Human Biology 3-credits ~~BY – 104 4 credits~~	General Education ~~GenED – Natural Sciences~~	

Rowan University

Course Code, Title, and Credits	Transfer Category	If non-transferable; select status
BIOL 01102 Principles of Biology 3-credits ~~BIOL01102 3~~	General Education ~~GenEd Course – Laboratory Science~~	

Rutgers - New Brunswick, Mason Gross School of the Arts

Course Code, Title, and Credits	Transfer Category	If non-transferable; select status
EC Elective Credit 3-credits ~~EC Elective, 4 cr.~~	Elective	

Stockton University

Course Code, Title, and Credits	Transfer Category	If non-transferable; select status
TRCREC Elective Transfer Credit 3-credits ~~Cells & Molecules BIO~~	Elective	

Course Code, Title, and Credits	Transfer Category	If non-transferable; select status
~~1200 4 + 1~~		

If not transferable to any institution, explain:

10. Course Learning Outcomes

Learning Outcomes

	Students who successfully complete this course will be able to:
CLO1	Analyze modern cell theory
CLO2	Examine the principles of natural selection as identified by Darwin and explain how natural selection is the basis of the theory of evolution
CLO3	Relate the basic principles of chemistry to the life processes
CLO4	Contrast and compare the principles of classifications
CLO5	Compare several different ways organisms are classified
CLO6	Describe the diversity within plant life and animal life
CLO7	Identify and differentiate between prokaryotic and eukaryotic cells
CLO8	Discuss the relationships among chromosomes, genes, and DNA; and their relationships to nucleic acids
CLO9	Explain the processes of diffusion, active transport, photosynthesis, and respiration

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	Life's Chemical Basis	Textbook and/or online homework assignments	Quiz and/or exam	CL03
TO2	Molecules of Life	Textbook and/or online homework assignments	Quiz and/or exam	CL03

EXHIBIT B-28

	Major Themes/ Skills	Assignments (Recommended but not limited to)	Assessments (Recommended but not limited to)	Course Learning Outcome(s)
TO3	Cell Structure and Function	Textbook and/or online homework assignments	Quiz and/or exam	CL01 CL07
TO4	Cell Membranes	Textbook and/or online homework assignments	Quiz and/or exam	CL01 CL09
TO5	Metabolism	Textbook and/or online homework	Quiz and/or exam	CL01 CL03
TO6	Mitosis and Meiosis	Textbook and/or online homework assignments	Quiz and/or exam	CL01 CL08
TO7	Prokaryotes	Textbook and/or online homework assignments	Quiz and/or exam	CL07
TO8	Photosynthesis	Textbook and/or online homework assignments	Quiz and/or exam	CL03 CL06 CL09
TO9	DNA and Chromosomes	Textbook and/or online homework assignments	Quiz and/or exam	CL01 CL02 CL08
TO10	Proteins	Textbook and/or online homework assignments	Quiz and/or exam	CL03 CL08
TO11	Inheritance	Textbook and/or online homework assignments	Quiz and/or exam	CL02 CL05 CL08
TO12	Animals	Textbook and/or online homework assignments	Quiz and/or exam	CL04 CL05 CL06
TO13	Fungi	Textbook and/or online homework assignments	Quiz and/or exam	CL04 CL05 CL06
TO14	Plants	Textbook and/or online homework assignments	Quiz and/or exam	CL04 CL05 CL06 CL09
TO15	Evolution	Textbook and/or online homework assignments	Quiz and/or exam	CL01 CL02 CL08

12. Methods of Instruction

In the structuring of this course, what

major methods of instruction will be utilized?

Lecture and Discussion ~~Lecture/Discussion and Laboratory~~

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 Yes

Related Course Learning Outcome All

Related Outline Component All

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

Quiz and/or exam

_____

Technological Competency

_____

Information Literacy

_____

Society and Human Behavior

_____

Humanistic Perspective

_____

Historical Perspective

_____

Global and Cultural Awareness

_____

Ethical Reasoning and Action

_____

Independent/Critical Thinking

14. Needs

Instructional Materials (text etc.):

See department for current adoptions.

Technology Needs:

Not Applicable

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

Met by current employees

Facility Needs:

Not Applicable

Library needs:

Not Applicable

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

EXHIBIT B-28

I: Incomplete

R: Audit

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

16. Board Approval

History of Board approval dates

Board of Trustees Approval Date: July 26, 2018

Reviewer Comments

Vandana Saini (vsaini) (10/20/25 1:57 pm): Rollback: The corequisite section needs to be edited and add Lecture to the title

Key: 168

EXHIBIT B-29

EXHIBIT B-29

Course Change Request

Date Submitted: 10/20/25 8:15 am

Viewing: BIOL 163 : Introductory Botany Lecture

Last approved: 05/03/25 4:35 am

Last edit: 10/20/25 9:11 pm

Changes proposed by: James Marshall (jmarshall)

Catalog Pages referencing this course

Approved General Education Courses

Biology (BIOL)

Learning Outcomes

Display (show only)

In Workflow

1. **STEM Academic Administrator**
2. **STEM Dean**
3. **Executive Director of Curriculum and Program Development**
4. **Curriculum Committee Chair**
5. **Senate Chair**
6. Vice President of Academic Affairs
7. Cabinet
8. President
9. Board of Trustees Chair
10. STEM Academic Administrator
11. Colleague

Approval Path

1. 10/20/25 8:52 am Connor Sampson (csampson): Approved for STEM Academic Administrator
2. 10/20/25 2:00 pm Vandana Saini (vsaini): Rollback to STEM Academic Administrator for STEM Dean
3. 10/20/25 3:36 pm

EXHIBIT B-29

Connor Sampson (csampson): Approved for STEM Academic Administrator
4. 10/20/25 3:48 pm Vandana Saini (vsaini): Approved for STEM Dean
5. 10/20/25 9:14 pm James Marshall (jmarshall): Approved for Executive Director of Curriculum and Program Development
6. 10/24/25 11:50 am Caroline Brittain (cbrittain): Approved for Curriculum Committee Chair

History

1. Jan 27, 2021 by soconnor
2. May 3, 2025 by James Marshall (jmarshall)

1. Course Information

Subject	BIOL - Biology
School	Science, Technology, Engineering, Mathematics
Course Title	Introductory Botany Lecture

EXHIBIT B-29

2. Hours

Semester Hours	3.00000 ~~4.00000~~	
Lecture		3.00
Lab	0.0 ~~2.00~~	
Practicum	0.0	

3. Catalog Description

For display in the online catalog

Presents beginning botany students with an application of the diverse organisms we call plants. Discusses the role that plants have in the biosphere, the environmental issues involved, and a basic understanding of plant diversity and their biology. Botany as a scientific process is stressed throughout the courses.

4. Requisites

Prerequisites

None

Corequisites

For the first attempt BIOL 163L is considered a corequisite. If the student should fail either lecture or lab after the first attempt then they may take the individual failed section. ~~None~~

5. Course Type

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

6. Justification

Describe the need for this course

This course may be used to satisfy the lab science general education requirement.

7. General Education

EXHIBIT B-29

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

Lab 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) v. Challenging students to transfer information into knowledge and knowledge into action. (Academic Master Plan)

EXHIBIT B-29

9. Related Courses at Other Institutions

Comparable Courses at NJ Community Colleges

Institution	Mercer County CC
Course Title	Plant Science
Course Number	OHT 101
Number of Credits	3
Comments	

Transferability of Course

Georgian Court University

Course Code, Title, and Credits	Transfer Category	If non-transferable; select status
GENED General Education 4-credit ~~GENED "G6" (GENERAL ED),4 credits~~	General Education (linked course must complete both lecture & lab or only elective credit is granted)	

Kean University

Course Code, Title, and Credits	Transfer Category	If non-transferable; select status
FEX 1003 Free Elective 3-credits ~~Elective FEX1003 4 credits~~	Science General Education	

Monmouth University

Course Code, Title, and Credits	Transfer Category	If non-transferable; select status
BY 214 Systematic Botany 4-credits ~~FE001 (100 Level Free Elective) 4 credits~~	Major (linked course must complete both lecture & lab or only elective credit is granted)	

Rowan University

EXHIBIT B-29

Course Code, Title, and Credits	Transfer Category	If non-transferable; select status
BIOL 01069 Biology Major 100-200 Level Elective 4-credits ~~ASTR17070 (GE LAB SCIENCE ELECTIVE) 4 credits~~	Major Elective (linked course must complete both lecture & lab or only elective credit is granted)	

Rutgers - New Brunswick, Mason Gross School of the Arts

Course Code, Title, and Credits	Transfer Category	If non-transferable; select status
11776210 Principles of Botany 4-credits ~~1776210 (PRINCIPLES OF BOTANY) 3 credits~~	Major Elective (linked course must complete both lecture & lab or only elective credit is granted)	

Stockton University

Course Code, Title, and Credits	Transfer Category	If non-transferable; select status
BIOL 2120 Botany 4-credits	Major (linked course must complete both lecture & lab or only elective credit is granted)	

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 cellular basis of plant life.
CLO2	Describe the plant life cycle.
CLO3	Give examples of the life cycle from several plant phyla.
CLO4	Use correct terminology in describing observable plant structures.
CLO5	Describe the internal anatomical features of plants.

	Students who successfully complete this course will be able to:
CLO6	Describe essential aspects of plant physiology including nutrition, water relations, internal transport, respiration, and photosynthesis.
CLO7	Discuss the economic and other social importance of plants.

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	Scientific Method; Botany as a Science ~~The Plant Cell~~ ~~Chemical Composition of Cells~~ ~~Metabolism in Cells~~	Textbook and assignments ~~Textbook and/or online assignment~~	Quizzes and/or Exams	CLO1, CLO7 ~~CL01~~
TO2	Cells	Textbook and assignments ~~Textbook and/or online assignment~~	Quizzes and/or Exams	CLO1 ~~CL02 CL03 CL04 CL05~~
TO3	Plant Tissues	Textbook and assignments ~~Textbook and/or online assignment~~	Quizzes and/or Exams	CLO1, CLO5 ~~CL02 CL03~~
TO4	Roots	Textbook and assignments ~~Textbook and/or online assignment~~	Quizzes and/or Exams	CLO1, CLO4, CLO5 ~~CL03 CL04~~
TO5	Stems	Textbook and assignments ~~Textbook and/or online assignment~~	Quizzes and/or Exams	CLO1, CLO4, CLO5 ~~CL04 CL06 CL07~~
TO6	Leaves	Textbook and assignments	Quizzes and/or Exams	CLO1, CLO4, CLO5
TO7	Flowers and Fruits	Textbook and assignments	Quizzes and/or Exams	CLO6, CLO7
TO8	Osmosis	Textbook and assignments	Quizzes and/or Exams	CLO6
TO9	Photosynthesis	Textbook and assignments	Quizzes and/or Exams	CLO6

EXHIBIT B-29

	Major Themes/ Skills	Assignments (Recommended but not limited to)	Assessments (Recommended but not limited to)	Course Learning Outcome(s)
TO10	DNA Replication, Protien Synthesis	Textbook and assignments	Quizzes and/or Exams	CLO1, CLO6
TO11	Genetics	Textbook and assignments	Quizzes and/or Exams	CLO1, CLO6
TO12	Moss and Ferns	Textbook and assignments	Quizzes and/or Exams	CLO2, CLO3, CLO7
TO13	Gymnosperms and Angiosperms	Textbook and assignments	Quizzes and/or Exams	CLO2, CLO3, CLO7

12. Methods of Instruction

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

Lecture and discussion.

~~Lecture/discussion, and laboratory/fieldexercise.~~Information Literacy/Library research will be integrated into the course.

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 Yes

Related Course Learning Outcome CL01 CL02 CL03 CL04 CL05 CL06 CL07

Related Outline Component ALL

EXHIBIT B-29

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

Exam, quiz, field exercise, paper

_____

Technological Competency

_____

Information Literacy

_____

Society and Human Behavior

_____

Humanistic Perspective

_____

Historical Perspective

_____

Global and Cultural Awareness

_____

Ethical Reasoning and Action

_____

Independent/Critical Thinking

14. Needs

Instructional Materials (text etc.):

Contact department for current adoptions

Technology Needs:

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

EXHIBIT B-29

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

Board of Trustees Approval Date: September 22, 2008
Board of Trustees Approval Date: March 26, 2012
Board of Trustees Approval Date: March 29, 2018

Reviewer
Comments

Vandana Saini (vsaini) (10/20/25 2:00 pm): Rollback: Add the word lecture to the title, and the corequisite statement needs to be added. Topical outline is incomplete.

Key: 175

EXHIBIT B-30

EXHIBIT B-30

Course Change Request

Date Submitted: 10/07/25 1:09 pm

Viewing: BIOL 261 : Ecology Lecture

Last approved: 06/11/25 1:22 pm

Last edit: 10/16/25 3:00 pm

Changes proposed by: Duane Grembowicz (dgrembowicz)

Catalog Pages referencing this course

Approved General Education Courses

Biology (BIOL)

Learning Outcomes Display (show only)

In Workflow

1. **STEM Academic Administrator**
2. **STEM Dean**
3. **Executive Director of Curriculum and Program Development**
4. **Curriculum Committee Chair**
5. **Senate Chair**
6. Vice President of Academic Affairs
7. Cabinet
8. President
9. Board of Trustees Chair
10. STEM Academic Administrator
11. Colleague

Approval Path

1. 10/08/25 8:56 am Connor Sampson (csampson): Approved for STEM Academic Administrator
2. 10/10/25 11:18 am Vandana Saini (vsaini): Approved for STEM Dean
3. 10/16/25 11:39 am James Marshall (jmarshall):

EXHIBIT B-30

Approved for Executive Director of Curriculum and Program Development

4. 10/24/25 11:50 am Caroline Brittain (cbrittain): Approved for Curriculum Committee Chair

History

1. Jun 12, 2021 by soconnor
2. May 3, 2025 by James Marshall (jmarshall)
3. Jun 11, 2025 by James Marshall (jmarshall)

1. Course Information

Subject	BIOL - Biology
School	Science, Technology, Engineering, Mathematics
Course Title	Ecology Lecture

2. Hours

Semester Hours	3.00000 ~~4.00000~~	
	Lecture	3.00
	Lab	0 ~~2.00~~
	Practicum	

3. Catalog Description

EXHIBIT B-30

For display in the online catalog

This course is an introduction to ecology emphasizing the physical and biological factors affecting distribution, abundance and adaptations of organisms. Statistical analyses of population, community and ecosystem structure and function are performed. Fundamental concepts of behavioral ecology and evolutionary processes in ecology are stressed. ~~Consideration of ecological principles is emphasized by field study in natural habitats and in the laboratory.Students will be required to travel to offsite laboratory locations.~~

4. Requisites

Prerequisites

BIOL 161

Corequisites

For the first attempt BIOL 261L is considered a corequisite. If the student should fail either lecture or lab after the first attempt then they may take the individual failed section. ~~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 will fulfill the Lab Science general education requirement for graduation and transfer. This course is designed for bachelor-level degree programs in Biology, Environmental Science, and other science disciplines. Ecology benefits students transferring to four-year institutions since it is frequently a prerequisite for upper level courses in the ecological/ environmental field of study.

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

EXHIBIT B-30

General Education Category

~~Lab Science~~

Science (Non-Lab)

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	Providing high quality educational experiences that prepare and empower diverse learners to contribute to and succeed in global societies
2	Demonstrating the college's commitment to offer comprehensive educational programs that develop intentional learners of all ages
3	Focusing on student success and providing and brokering a full spectrum of learning and development programs
4	Seeking to ensure that students will thrive in an increasingly diverse and complex world
5	Preparing students for successful transfer to other educational institutions and/or for entrance into the workforce
6	Seeking to empower students through the mastery of intellectual and practical skills.
7	Challenging students to transfer information into knowledge and knowledge into action.

9. Related Courses at Other Institutions

Comparable Courses at NJ Community Colleges

EXHIBIT B-30

Institution	Brookdale CC
Course Title	Ecology
Course Number	BI340
Number of Credits	4
Comments	

Institution	Mercer County CC
Course Title	Ecology
Course Number	BIO204
Number of Credits	4
Comments	

Institution	Atlantic Cape CC
Course Title	Ecology
Course Number	ENVL205
Number of Credits	4
Comments	

Transferability of Course

Georgian Court University

Course Code, Title, and Credits	Transfer Category	If non-transferable; select status
BI 305 Biological Interactions: Ecology 4-credits ~~BI340, Ecology, 4~~	Major (linked course must complete both lecture & lab or	

EXHIBIT B-30

Course Code, Title, and Credits	Transfer Category	If non-transferable; select status
	only elective credit is granted) ~~Major/GE~~	

Kean University

Course Code, Title, and Credits	Transfer Category	If non-transferable; select status
ENV 2100 Ecosystems Science 4-credits ~~BIO3614, Ecology, 4~~	Major (linked course must complete both lecture & lab or only elective credit is granted) ~~Major/GE~~	

Monmouth University

Course Code, Title, and Credits	Transfer Category	If non-transferable; select status
BY 220 Environmental Biology 4-credits ~~BY220, Ecology, 4~~	Major (linked course must complete both lecture & lab or only elective credit is granted) ~~Major/GE~~	

Rowan University

Course Code, Title, and Credits	Transfer Category	If non-transferable; select status
BIOL 01204 Intro to Ecology 4-credits ~~BIOLO 1073, Ecology~~	Major (linked course must complete both lecture & lab or only elective credit is granted) ~~Major/GE~~	

Rutgers - New Brunswick, Mason Gross School of the Arts

Course Code, Title, and Credits	Transfer Category	If non-transferable; select status
11216351 Principles of Ecology 4-credits ~~11216351, Ecology, 4~~	Major (linked course must complete both lecture & lab or only elective credit is granted) ~~Major/GE~~	

Stockton University

Course Code, Title, and Credits	Transfer Category	If non-transferable; select status
ENVL2200 Ecological Principles 3-	Major ~~Major/GE~~	

EXHIBIT B-30

Course Code, Title, and Credits	Transfer Category	If non-transferable; select status
credits ~~ENVL 2200, Ecology, 4~~		

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 scope of natural history, including habitats and resident organisms.
~~CLO2~~	~~Engage in experimental and field ecology and generalize from the dataexamined.~~
CLO2 ~~CLO3~~	Describe the organism as the fundamental unit of ecology and discuss the structure and dynamics of populations, communities, and ecosystems.
CLO3 ~~CLO4~~	Discuss the central position of evolutionary thinking in the study of ecology.
CLO4 ~~CLO5~~	Explain how the qualities of all ecological systems express the evolutionary adaptations of their component species.

11. Topical Outline

(include as many themes/skills as needed)

	Major Themes/ Skills	Assignments (Recommended but not limited to)	Assessments (Recommended but not limited to)	Course Learning Outcome(s)
TO1	• The Science of Ecology: Its Meaning and Scope 1.0 Introduction to Ecology 1.1 The Study of Living Interactions 1.2 The Scale of Ecology: 1.3 Global Changes .4 Ecological Methods 2.0	Weekly readings · Download PowerPoints	Weekly quizzes · Summative assessments	CLO1, CLO4, CLO5

EXHIBIT B-30

	Major Themes/ Skills	Assignments (Recommended but not limited to)	Assessments (Recommended but not limited to)	Course Learning Outcome(s)
	Evolution & Genetics 2.1 Evolution Concerns 2.2 Gene and Chromosome 2.3 The Hardy-Weinberg Equation 2.4 Genetic Diversity 3.0 Natural Selection, Speciation, & Extinction 3.1 Natural selection pathways 3.2 Speciation 3.3 Evolution has accompanied geologic changes on Earth 3.4 Many patterns exist in the formation and extinction of species 3.5 Degree of endangerment varies by taxa, geographic location, and species 4.0 Behavioral Ecology 4.1 Altruism 4.2 Group advantages and disadvantages 4.3 Foraging behavior 4.4 Mating systems			
TO2	Physiological Ecology 5.0 Temperature 5.1 The effects of cold temperatures 5.2 Effects of hot temperatures on species 5.3 The greenhouse effect 6.0 Water 6.1 Water availability 6.2 Salt concentrations in soil and 6.3 Soil or water pH affect on organisms 7.0 Nutrients 7.1 Soil development 7.2 Plant	Weekly readings Download PowerPoints	Weekly quizzes Summative assessments	CLO1, CLO5

EXHIBIT B-30

	Major Themes/ Skills	Assignments (Recommended but not limited to)	Assessments (Recommended but not limited to)	Course Learning Outcome(s)
	growth 7.3 Herbivore populations limits 7.4 Light as a limiting resource 7.5 Carbon dioxide and oxygen availability limit organismal growth and distributions 7.6 Species distributions are often limited by multiple abiotic factors			
TO3	Population Ecology 8.0 Demographics and Population Patterns 8.1 A variety of techniques are used to quantify population size and density 8.2 Patterns of spacing may be clumped, uniform or random 8.3 Fragmented · Weekly readings · Download PowerPoints · Weekly quizzes · Summative assessments b habitats 8.4 Landscape ecology concerns the spatial arrangement of habitats and organisms 8.5 Metapopulations are separate groups of individuals that mutually affect one another via dispersal. 9.0 Life Tables & Demography 9.1 Age distributions, life tables,	Weekly readings Download PowerPoints	Weekly quizzes Summative assessments	CLO4

EXHIBIT B-30

	Major Themes/ Skills	Assignments (Recommended but not limited to)	Assessments (Recommended but not limited to)	Course Learning Outcome(s)
	and survivorship curves summarize survival patterns 9.2 Age-specific fertility data can tell us when to expect population growth to occur 10.0 Population Growth 10.1 Unlimited population growth leads to “J”-shaped population growth curves. 10.2 Limited resource lead to “S”-shaped population growth curves. 10.3 Density-dependent factors may limit population sizes. 10.4 Life history strategies incorporate traits relating to reproduction, survival, and competitive ability. 10.5 Human populations continue to grow.			
TO4	11.0 Competition & Coexistence 11.1 Several different types of competition occur in nature. 11.2 The outcome of competition can vary with changes in the biotic and abiotic environments. 11.3Field studies show interspecific competition occurs frequently. 11.4The winners and losers of competitive interactions may be predicted using	Weekly readings Download PowerPoints	Weekly quizzes Summative assessments	

EXHIBIT B-30

	Major Themes/ Skills	Assignments (Recommended but not limited to)	Assessments (Recommended but not limited to)	Course Learning Outcome(s)
	mathematical models. 11.5Species may coexist if they do not occupy identical niches. 12.0 Facilitation 12.1 Mutualism is an association between two species that benefits both species · Weekly readings · Download PowerPoints · Weekly quizzes · Summative assessments c, d, e 12.2 Commensal relationships are those I which one partner receives a benefit while the other is unaffected. 12.3Facilitation may be more common under conditions of environmental stress. 13.0 Predation 13.1 Antipredator adaptations 13.2 Predator-prey interactions may be modeled by Lotka-Volterra equations 13.3 Introduced predators show strong effects on native prey 13.4 Native prey show large responses to manipulations of native predators 13.5Humans, as predators, can greatly impact animal			

EXHIBIT B-30

	Major Themes/ Skills	Assignments (Recommended but not limited to)	Assessments (Recommended but not limited to)	Course Learning Outcome(s)
	populations. 14.0 Herbivory 14.1 Plants defenses against herbivores. 14.2 Herbivores may overcome plant defenses and impact plant populations. 14.3How much plant material do herbivores consume? 15. Parasitism 15.1 Parasites exhibit a wide range of attributes and lifestyles. 15.2 Hosts have evolved many different types of defenses against parasites. 15.3Parasites can cause high mortality in host populations. 15.4Host-parasite models are different from predator-prey models. 15.5 Parasitism increased by climate change. 16.0 Population Regulation 16.1 Both bottom-up and top-down effects are important in natural systems. 16.2 Conceptual models suggest top-down and bottom-up effects vary in importance in different environments. 16.3 Key factor analysis and indispensable mortality are two			

EXHIBIT B-30

	Major Themes/ Skills	Assignments (Recommended but not limited to)	Assessments (Recommended but not limited to)	Course Learning Outcome(s)
TO5	Community Ecology 17.0 Species Diversity 17.1 The nature of communities has been debated by ecologists. 17.2 A variety of indices have been used to estimate species biodiversity. 17.3Rank abundance diagrams visually describe the distribution of individuals among species in communities. 17.4Community similarity is a measure of how many species are common between communities. 18.0 Species Richness Patterns 18.1The Species-Time Hypothesis 18.2 The Species-Area Hypothesis suggests large areas support more species. 18.3The Species-Energy Hypothesis 18.4Intermediate Disturbance Hypothesis 18.5 Natural enemies promote increased species richness at local levels 18.6. Communities in climatically similar habitats may themselves be similar in species richness. 18.7 Habitat conservation focuses on	Weekly readings Download PowerPoints	Weekly quizzes Summative assessments	CLO1, CLO3, CLO5

EXHIBIT B-30

	Major Themes/ Skills	Assignments (Recommended but not limited to)	Assessments (Recommended but not limited to)	Course Learning Outcome(s)
	identifying countries rich in species or habitats. 19.0 Species Richness & Community Services 19.1 Four hypotheses explain how species richness affects community services. 19.2 Species-rich communities are more stable than species-poor communities. 20.0 Succession 20.1 Several mechanisms that describe succession 20.2 Species richness often increases during succession. 20.3Restoration ecology is guided by the theory of succession			

12. Methods of Instruction

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

3 Hours Lecture/Discussion

2 Hours Laboratory Field Work

- Lab Write-ups
- Written Abstracts

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 CLO4, CLO5

Related Outline Component All

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

Exam

_____

Humanistic Perspective

_____

Historical Perspective

_____

Global and Cultural Awareness

_____

Ethical Reasoning and Action

_____

Independent/Critical Thinking Yes

Related Course Learning Outcome all

Related Outline Component all

EXHIBIT B-30

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

quiz, summative assessments

14. Needs

Instructional Materials (text etc.):

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

Technology Needs:

Lab and Field Equipment

Software

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

EXHIBIT B-30

F: Failure

I: Incomplete

R: Audit

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

16. Board Approval

History of Board approval dates

Board of Trustees Approval Date: November 3, 2008

Board of Trustees Approval Date: July 25, 2011

Board of Trustees Approval Date: March 26, 2012

PLT Approval of Form: May 22, 2012

Board of Trustees Approval Date: August 27, 2020

Reviewer Comments

Key: 177

EXHIBIT B-31

EXHIBIT B-31

Course Change Request

Date Submitted: 10/07/25 1:09 pm

Viewing: BIOL 265 : Marine Biology Lecture

Last approved: 04/30/21 4:00 am

Last edit: 10/17/25 7:53 am

Changes proposed by: Duane Grembowicz (dgrembowicz)

Catalog Pages referencing this course

Approved General Education Courses

Biology (BIOL)

Learning Outcomes Display (show only)

In Workflow

1. **STEM Academic Administrator**
2. **STEM Dean**
3. **Executive Director of Curriculum and Program Development**
4. **Curriculum Committee Chair**
5. **Senate Chair**
6. Vice President of Academic Affairs
7. Cabinet
8. President
9. Board of Trustees Chair
10. STEM Academic Administrator
11. Colleague

Approval Path

1. 10/08/25 8:56 am Connor Sampson (csampson): Approved for STEM Academic Administrator
2. 10/10/25 11:18 am Vandana Saini (vsaini): Approved for STEM Dean
3. 10/16/25 11:39 am James Marshall (jmarshall):

EXHIBIT B-31

Approved for Executive Director of Curriculum and Program Development

4. 10/24/25 11:50 am Caroline Brittain (cbrittain): Approved for Curriculum Committee Chair

History

1. Apr 30, 2021 by soconnor

1. Course Information

Subject	BIOL - Biology
School	Science, Technology, Engineering, Mathematics
Course Title	Marine Biology Lecture

2. Hours

Semester Hours	3.00000 ~~4.00000~~	
Lecture	3.00	
Lab	~~2.00~~	
Practicum		

3. Catalog Description

For display in the online catalog

This course explores ~~is a field and laboratory approach to~~ the ~~understanding of the~~ complexity of marine organisms including the study of ecological principles that act to structure marine associations. Emphasis on local coastal and estuarine communities.

EXHIBIT B-31

4. Requisites

Prerequisites

BIOL 161

Corequisites

For the first attempt BIOL 265L is considered a corequisite. If the student should fail either lecture or lab after the first attempt then they may take the individual failed section. ~~None~~

5. Course Type

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

6. Justification

Describe the need for this course

Students having completed Biology I and Biology II express an interest in 200 level courses, especially Marine Biology in the summer. Marine Biology benefits students transferring to four year institutions, since it is frequently a requirement for a marine biology major and a prerequisite for upper level courses in the marine field.

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

Lab Science

General Education Status	Approved

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

EXHIBIT B-31

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

	Add item
1	Mission/Vision: “Ocean County College provides affordable, student-centered, high quality educational experiences that prepare and empower diverse learners to contribute to and succeed in global societies.”
2	Academic Master Plan: “The School of STEM's mission is for STEM faculty and staff to provide and support the delivery of high quality, relevant, and emerging STEM courses, academic certificates, and associate degree programs to Ocean County learners in their pursuit of achieving their academic goals.”

9. Related Courses at Other Institutions

Comparable Courses at NJ Community Colleges

Institution	Brookdale CC
Course Title	Marine Biology
Course Number	BIOL 207
Number of Credits	4
Comments	

Institution	Middlesex County College
Course Title	Introduction to Marine Biology
Course Number	BIO 210
Number of Credits	4
Comments	

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Transferability of Course

Georgian Court University

Course Code, Title, and Credits	Transfer Category	If non-transferable; select status
BIO EC 3-credits ~~BIOEC G6~~	Major ~~Biology~~ Elective	

Kean University

Course Code, Title, and Credits	Transfer Category	If non-transferable; select status
BIO 3000 Marine Biology 4-credits	Major (linked course must complete both lecture & lab or only elective credit is granted) ~~Marine Biology~~	

Monmouth University

Course Code, Title, and Credits	Transfer Category	If non-transferable; select status
BY 441 Principles of Marine Biology 4-credits	Major (linked course must complete both lecture & lab or only elective credit is granted) ~~Gen Ed~~	

Rowan University

Course Code, Title, and Credits	Transfer Category	If non-transferable; select status
BIOL 01073 Biology Restricted Elective 4-credits	Major Elective ~~Gen Ed~~	

Rutgers - New Brunswick, Mason Gross School of the Arts

Course Code, Title, and Credits	Transfer Category	If non-transferable; select status
1119EC Biological Sciences/ Biology Elective 4-credits ~~01119 EC~~	Major Elective (linked course must complete both lecture & lab or only elective credit is granted) ~~Biology~~	

Stockton University

EXHIBIT B-31

Course Code, Title, and Credits	Transfer Category	If non-transferable; select status
MARS 1200 Intro to Marine Biology 4-credits ~~MARS 2201~~	Major (linked course must complete both lecture & lab or only elective credit is granted) ~~Science~~	

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 scientific principles that govern the organization and perpetuation of organisms and associations.
CLO2	Describe how the above principles operate somewhat differently in the ocean than on land because of the physical properties of water.
CLO3	Explain the origin, evolution, and classification of marine life, with special emphasis on the process of how natural selection has resulted in the great diversity of marine plants and animals.
CLO4	Describe the organism as the fundamental unit of ecology and explain the structure and dynamics of marine populations, communities, and ecosystems.
CLO5	Discuss the importance of the world's oceans as sources of food, as reservoirs of minerals, as major suppliers of oxygen and regulators of climate, and as the ultimate dumping ground for human waste materials.

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	Unit 1: Principles of Marine Science	• download PPT'S	• Weekly quizzes • Summative	CL01 CL02 CL03

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	Major Themes/ Skills	Assignments (Recommended but not limited to)	Assessments (Recommended but not limited to)	Course Learning Outcome(s)
	THE SCIENCE OF MARINE BIOLOGY 1.1 The Science of Marine Biology 1.2 The Scientific Method THE SEA FLOOR 2.1 The Water Planet 2.2 The Origin and Structure of the Ocean Basins 2.3Geological Provinces of the Ocean 2.4 The Mid-Ocean Ridge and Hydrothermal Vents CHEMICAL AND PHYSICAL FEATURES OF SEAWATER AND THE WORLD OCEAN 3.1 The Waters of the Ocean 3.2 Ocean Circulation 3.3 Waves and Tides FUNDAMENTALS OF BIOLOGY 4.1 The Ingredients of Life 4.2 Living Machinery 4.3 Challenges of Life in the Sea 4.4 Perpetuating Life 4.5 The Diversity of Life in the Sea	• weekly readings	assessments	
TO2	Unit 2: The Organisms of the Sea	• download PPT'S • weekly	• Weekly quizzes • Summative	CL03 CL04

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	Major Themes/ Skills	Assignments (Recommended but not limited to)	Assessments (Recommended but not limited to)	Course Learning Outcome(s)
	THE MICROBIAL WORLD 5.1 Viruses 5.2 Prokaryotes 5.3 Unicellular Algae 5.4 Protozoans: The Animal-like Protists 5.5 Fungi MULTICELLULAR PRIMARY PRODUCERS: SEAWEEDS AND PLANTS 6.1 Multicellular Algae: The Seaweeds 6.2 Flowering Plants MARINE ANIMALS WITHOUT A BACKBONE 7.1 Sponges 7.2 Cnidarians: Radial Symmetry 7.3 Comb Jellies: Radial Symmetry 7.4 Bilaterally Symmetrical Worms 7.5 Mollusks: The Successful Soft Body 7.6 Arthropods: The Armored Achievers 7.7 Echinoderms: Five-Way Symmetry 7.8 Hemichordates: A “Missing Link”? 7.9 Chordates Without a Backbone	readings	assessments	

	Major Themes/ Skills	Assignments (Recommended but not limited to)	Assessments (Recommended but not limited to)	Course Learning Outcome(s)
	MARINE FISHES 8.1 Vertebrates: An Introduction 8.2 Types of Fishes 8.3 Biology of Fishes MARINE REPTILES, BIRDS, AND MAMMALS 9.1 Marine Reptiles 9.2 Seabirds 9.3 Marine Mammals			
TO3	Unit 3: Structure and Function of Marine Ecosystems AN INTRODUCTION TO MARINE ECOLOGY 10.1 The Organization of Communities 10.2 Marine Lifestyles and Environments 10.3 The Flow of Energy and Materials BETWEEN THE TIDES 11.1 Rocky Shore Intertidal Communities 11.2 Soft-Bottom Intertidal Communities ESTUARIES: WHERE RIVERS MEET THE SEA 12.1 Origin and Types of Estuaries 12.2 Physical Characteristics of	• download PPT'S • weekly readings	• Weekly quizzes • Summative assessments	CL01 CL03 CL04

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	Major Themes/ Skills	Assignments (Recommended but not limited to)	Assessments (Recommended but not limited to)	Course Learning Outcome(s)
	Estuaries 12.3 Estuaries as Ecosystems 12.4 Human Impact on Estuarine Communities LIFE ON THE CONTINENTAL SHELF 13.1 Physical Characteristics of the Subtidal Environment 13.2 Continental Shelf Bottom Communities CORAL REEFS 14.1 The Organisms that Build Reefs 14.2 The Ecology of Coral Reefs LIFE NEAR THE SURFACE 15.1 The Organisms of the Epipelagic 15.2 Living in the Epipelagic 15.3 Epipelagic Food Webs THE OCEAN DEPTHS 16.1 The Twilight World 16.2 The World of Perpetual Darkness 16.3 The Deep-Ocean Floor			
TO4	Unit 4: Humans and the Sea	• download PPT'S • weekly	• Weekly quizzes • Summative	CL03 CL05

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	Major Themes/ Skills	Assignments (Recommended but not limited to)	Assessments (Recommended but not limited to)	Course Learning Outcome(s)
	RESOURCES FROM THE SEA 17.1 The Living Resources of the Sea 17.2 Non-Living Resources from the Sea Floor 17.3 Non-Living Resources from Seawater THE IMPACT OF HUMANS ON THE MARINE ENVIRONMENT 18.1 Modification and Destruction of Habitats 18.2 Pollution 18.3 Threatened and Endangered Species 18.4 Conserving and Enhancing the Environment THE OCEAN AND HUMAN AFFAIRS 19.1 Oceans as Barriers and Avenues 19.2Oceans and Cultures 19.3 Prospects for the Future	readings	assessments	

12. Methods of Instruction

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

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utilized?

Lecture/discussion ~~Lecture/discussion; field work/laboratory work.~~

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 Yes

Related Course Learning Outcome CL01 CL04

Related Outline Component TO3

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

exams

_____

Technological Competency

_____

Information Literacy

_____

Society and Human Behavior

_____

Humanistic Perspective

_____

Historical Perspective

_____

Global and Cultural Awareness

_____

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Ethical Reasoning and Action	Yes
Related Course Learning Outcome	CL05
Related Outline Component	TO4

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

Exams ~~exams~~

Independent/Critical Thinking	Yes
Related Course Learning Outcome	CL01 CL04
Related Outline Component	TO3

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

Exams ~~exams~~

14. Needs

Instructional Materials (text etc.):

An appropriate textbook and/or open educational resources will be selected. Please contact the department for current adoptions.

Technology Needs:

~~Refractometers, Dissolved Oxygen/ Salinity Meters pH Meters Binoculars Telescope Field Guides~~

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

Currently employed full time faculty can instruct this course.

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

Board of Trustees Approval Date: July 28, 2008
Board of Trustees Approval Date: July 25, 2011
Board of Trustees Approval Date: March 26, 2012
PLT Approval of Form: May 22, 2012
Board of Trustees Approval Date: August 27, 2020

Reviewer
Comments

Key: 179

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Course Change Request

Date Submitted: 10/28/25 1:16 pm

Viewing: MATH 158 : Mathematical ~~Algebraic~~ Modeling

Last approved: 04/01/25 4:17 am

Last edit: 10/28/25 1:16 pm

Changes proposed by: Jeong Kim (jkim)

Catalog Pages referencing this course

Approved General Education Courses

Mathematics (MATH)

Learning Outcomes Display (show only)

In Workflow

1. **STEM Academic Administrator**
2. **STEM Dean**
3. **Executive Director of Curriculum and Program Development**
4. **Curriculum Committee Chair**
5. **Senate Chair**
6. Vice President of Academic Affairs
7. Cabinet
8. President
9. Board of Trustees Chair
10. STEM Academic Administrator
11. Colleague

Approval Path

1. 10/28/25 1:24 pm Connor Sampson (csampson): Approved for STEM Academic Administrator
2. 10/28/25 1:34 pm Vandana Saini (vsaini): Approved for STEM Dean
3. 10/28/25 1:56 pm James Marshall (jmarshall):

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Approved for Executive Director of Curriculum and Program Development

4. 11/13/25 4:29 pm Caroline Brittain (cbrittain): Approved for Curriculum Committee Chair

History

1. Feb 24, 2022 by soconnor
2. Apr 1, 2025 by Nancy Rizzuto (nrizzuto)

1. Course Information

Subject	MATH - Mathematics
School	Science, Technology, Engineering, Mathematics
Course Title	Mathematical ~~Algebraic~~ Modeling

2. Hours

Semester Hours	4.00000
Lecture	4
Lab	0
Practicum	0

3. Catalog Description

For display in the online catalog

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This course is designed for students in a variety of fields for which a conceptual undersatnding of college algebra topics is appropriate. Continuous and discrete functions will be studied from graphical, numerical, verbal, and algebraic perspectives with applications to diverse disciplines. Topics will include linear, quadratic, polynomial, exponential, logarithmic absolute value, radical, and rational functions and their application. This course will NOT satisfy the prerequisite for Precalculus courses.

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 will provide students with the mathematical knowledge needed to integrate mathematics into their chosen area of study or career path. It is designed for students whose major does not require rigorous symbolic manipulation but requires an increased understanding of functions and graphs. Students planning a major in education, social sciences, allied health, and humanities are among those who will benefit from this course.

7. General Education

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

Yes

General Education Category

Mathematics

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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	Through the use of technology to perform problem-solving tasks, the proposed course encourages students to think critically about advanced mathematical concepts encountered in their everyday world. By expanding students' access to quantitative concepts utilized in disciplines other than the science, math, and engineering fields, it thus serves to contribute to the fulfillment of the college mission to "offer comprehensive educational programs that develop intentional learners of all ages and ensure the full assessment of student learning in these programs." By providing students the conceptual and technological tools to master mathematical problems that they can expect to encounter in their daily lives, this course also contributes to the fulfillment of the divisional goal to prepare "students to thrive in a complex and challenging world" (FY15 Planning Documents of Academic Affairs, 2013). Further, this course will also address the school's goal to provide courses that help "students to master the fundamental concepts of each discipline, attain the competencies that allow them to critically think, problem-solve, continue their education, and become productive citizens of society" (FY15 Planning Documents of the School of Math, Science, & Technology, 2013).

9. Related Courses at Other Institutions

Comparable Courses at NJ Community Colleges

Institution	Brookdale CC
Course Title	Algebraic Modeling
Course Number	MATH 145
Number of Credits	4
Comments	

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Institution	Mercer County CC
Course Title	Applied College Algebra
Course Number	MATH 140
Number of Credits	4
Comments	

Institution	Sussex County CC
Course Title	Mathematical Concepts
Course Number	MATH 106
Number of Credits	3
Comments	

Transferability of Course

Georgian Court University

Course Code, Title, and Credits	Transfer Category	If non-transferable; select status
MA 106, Modern Concepts II, 4	Gen Ed	

Kean University

Course Code, Title, and Credits	Transfer Category	If non-transferable; select status
MAHT1000, 3 credits	Elective	

Monmouth University

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

Course Code, Title, and Credits	Transfer Category	If non-transferable; select status
MA 105, Mathematicsal Modeling in Social Sciences , 3 or 4 credits	Gen Ed	

Rowan University

Rutgers - New Brunswick, Mason Gross School of the Arts

Course Code, Title, and Credits	Transfer Category	If non-transferable; select status
Depending on the Rutgers school, the course either transfers as elective credit (New Brunswick) or does not transfer.	Elective	

Stockton University

Course Code, Title, and Credits	Transfer Category	If non-transferable; select status
TRCREC, Transfer Elective, 3	Ged Ed	

If not transferable to any institution, explain:

10. Course Learning Outcomes

Learning Outcomes

	Students who successfully complete this course will be able to:
CLO1	Distinguish between a relation and a function when given graphs, tables, or diagrams.
CLO2	Relate verbal descriptions of functions to mathematical models.
CLO3	Describe the mathematical characteristics of linear, exponential, logarithmic, polynomial, and rational functions.
CLO4	Examine charts and graphs to determine the zeros and intercepts of a function.
CLO5	Solve equations and inequalities with the aid of charts, graphs, calculators, and/or

	Students who successfully complete this course will be able to:
	computer software.
CLO6	Graph functions and two-variable equations with the aid of a graphing utility.
CLO7	Perform basic algebraic manipulations in the context of solving practical problems.
CLO8	Apply function concepts and mathematical modeling to practical applications.

11. Topical Outline

(include as many themes/skills as needed)

	Major Themes/ Skills	Assignments (Recommended but not limited to)	Assessments (Recommended but not limited to)	Course Learning Outcome(s)
TO1	Functions and Mathematical Models a. Defining functions by tables, graphs, and formulas. b. Introduce Domain, Range, and Average Rate of Change.	Homework	Quizzes & Exams	CLO1, CLO7
TO2	Linear Functions and Models a. Constant change and linear growth, linear functions, linear graphs, piece-wise functions. b. Finding line of best fit for data	Homework	Quizzes & Exams	CLO2, CLO3, CLO4, CLO5, CLO6, CLO8
TO3	3 Natural Growth Models a. Percentage based Growth and decay. b. Fitting Natural Growth Models to data	Homework	Quizzes & Exams	CLO2, CLO3, CLO4, CLO5, CLO6, CLO7, CLO8
TO4	Continuous Growth and Logarithmic Models a. Compound Growth and continuous growth,	Homework	Quizzes & Exams	CLO2, CLO3, CLO4, CLO5, CLO6, CLO7, CLO8

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	Major Themes/ Skills	Assignments (Recommended but not limited to)	Assessments (Recommended but not limited to)	Course Learning Outcome(s)
	exponential and logarithmic functions. b. Fitting continuous and logarithmic models to data.			
TO5	Quadratic Functions and Models a. Quadratic functions and graphs. Understanding intercepts and extrema, b. Fitting Quadratic Models to data.	Homework	Quizzes & Exams	CLO2, CLO3, CLO4, CLO5, CLO6, CLO7, CLO8
TO6	Polynomial Models a. Polynomial functions and graphs. b. Fitting Polynomial Models to data.	Homework	Quizzes & Exams	CLO2, CLO3, CLO4, CLO5, CLO6, CLO7, CLO8
TO7	Bounded Growth Models a. Logistic Functions and graphs. b. Fitting Logistic Models to data.	Homework	Quizzes & Exams	CLO2, CLO3, CLO4, CLO5, CLO6, CLO7, CLO8
TO8	Cumulative Assessment Use modeling techniques to model real data.	Research Project	Research Project	CLO2, CLO3, CLO4, CLO5, CLO6, CLO7, CLO8

12. Methods of Instruction

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

o Lecture

o Class discussion
o Group Projects and Presentations
o Computer applications
o Graphing utility applications
o Laboratory investigations
o Writing

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

Information

Communication-Written and Oral

_____

Quantitative Knowledge and Skills Yes

Related Course Learning Outcome All

Related Outline Component All

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

Individual Student Exams

_____

Scientific Knowledge and Reasoning

_____

Technological Competency

_____

Information Literacy

_____

Society and Human Behavior

_____

Humanistic Perspective

_____

Historical Perspective

_____

Global and Cultural Awareness

_____

Ethical Reasoning and Action

_____

Independent/Critical Thinking

14. Needs

Instructional Materials (text etc.):

Appropriate textbook

Technology Needs:

Access to PC computer software or tables with graphing utilities

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

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D: Below Average
F: Failure

I: Incomplete

R: Audit

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

16. Board Approval

History of Board
approval dates
Board of Trustees Approval Date: January 27, 2014
Board of Trustees Approval Date: November 3, 2016

Reviewer
Comments

Key: 1686