

**ATLANTIC CAPE COMMUNITY COLLEGE
CURRICULUM COMMITTEE**

April 13, 2017

Minutes-Approved

Attendance: R. Benner, M. Bolicki, A. Chelius, B. Clark, D. Coulter, C. Fortune, L. Ingram, J. Katz, P. Leatherberry, L. Lemons, H. Peterson, E. Russell, S. Shields, J. Taggart, D. Vassallo, K. Zaniewski. *Absent:* B. Johns (*working in Careme's*), R. Benner.

Approval of March minutes – The minutes were approved with a revision to the ENGL099 prerequisite. The word “placement” was added after “Exit Exam.”

Curriculum Proposals

RADX108-Radiologic Physics, *description change*, M. Keklak

The lab portion of the course was removed at the March meeting and the description needs to reflect removal of the lab. “Laboratory sessions...” replaced with “Concept practice sessions....”

APPROVED

AVIT115-The National Airspace System, *new course*, J. Taggart, Adam Greco

The current aviation program is lacking a “gateway” course. This course will familiarize students with the national airspace system. Most students enrolled in the Aviation Studies degree plan to seek a career either working in, or supporting the NAS. It was suggested that the word “The” be removed from the course title to maintain consistency in the catalog. J. Taggart agreed to adjust the title to “National Airspace System.”

APPROVED

Other Business

Credit Hour Policy

H. Peterson spoke about the need for academics to develop a college *Credit Hour Policy*, which is required for the compliance section of the Middle States report. The Committee doesn't have the authority to create this policy. A charge would need to be given from Administration to a faculty Committee. The Middle States draft is due at the end of April but adjustments can be made during the summer, prior to the fall submission deadline. D. Coulter requested that the background material previously gathered by L. Campbell be emailed to the deans so they can look into this requirement.

Computer Competency and the status of General Education Subcommittee

The Gen. Ed. Subcommittee has not met this year because the group was awaiting the outcome of B. Dougherty's ISAS Department discussion regarding the skills list gathered from the other departments last spring. Also, last May, the Subcommittee requested that the ISAS department revisit the Competency Exam content. J. Taggart stated that one question about computer history will be removed. No other changes have been proposed.

E. Russell discussed the possibility of integrating core computer literacy competencies into program courses, rather than requiring students to take CISM125. It was mentioned that integrated competencies could prepare students to pass the Computer Literacy exam. The basic content and structure of the exam were discussed. Students also have the option of submitting a Portfolio with samples of projects created in Word, Excel, and a Database program in place of the exam. The ISAS Dept. reviews the portfolios.

This topic will be discussed by the Gen. Ed. Subcommittee after changes have been made to the exam and CISM125.

Charge #11 Update

Co-op courses still need to come through Curriculum Committee. The CDCC Practicum courses will also need to be submitted. J. Katz will send out reminder.

Adjournment