

Sussex County Community College

Annual Institutional Profile Report

October 1, 2009

Preface

We are pleased to submit the 2009 Annual Institutional Profile for Sussex County Community College.

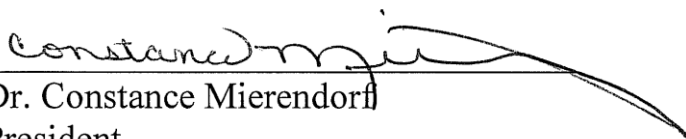
In keeping with the trends of recent years, the Institution has continued its growth in the 2008-2009 academic year. From 2003 through 2008, Sussex County Community College's fall semester headcount has increased by 28.6 percent.

Throughout this sustained period of growth, it has been an active goal of the Institution to keep the focus on the students that we are here to serve.

During 2008, Sussex County Community College celebrated its reaccreditation by the Middle States Commission on Higher Education, affirming its success as an institution of higher education.

Building on these successes, Sussex County Community College has continued in its quest to improve itself. It seeks to accomplish this through the continuous evaluation of its goals within the context of the needs of the students, the institution, and the larger community that it serves.

At the core of this endeavor is the development of a new Sussex County Community College Strategic Plan. Through this process, we have revised the Institutional Mission Statement, identified Mission Principals and ultimately developed a comprehensive Strategic Plan for the institution. Input was sought from all of its various constituencies to help to clarify the institution's role in fulfilling the needs of both the students and the larger community.


Dr. Constance Mierendorf
President

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II. Data By Category

II.A. Accreditation Status

II.A.1. Institutional Accreditation

Sussex County Community College is licensed by the State of New Jersey. It is accredited by the Commission on Higher Education of the Middle States Association of Colleges and Secondary Schools. The college was initially awarded accreditation in 1993. The college was visited again by the Middle States accreditation team five years later, in 1998. Following this visit the college was granted accreditation for the standard ten year period. Sussex County Community College was granted reaccreditation by the Middle States Commission on Higher Education again in 2008.

II.A.2. Professional Accreditation

The Medical Assistant, Respiratory Therapy Program and the Surgical Technology Programs in the Department of Department of Health Science at Sussex County Community College are accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP). The Medical Office Assistant Program in the Department of Department of Health Science is accredited by the American Medical Technologists (AMT). The Medical Administrative Assistant Program is approved by the National Health Career Association. The Medical Coding and Billing Program is approved by the American Health Information Management Association (AHIMA). The Emergency Medical Technician course is approved by the New Jersey Department of Health and Senior Services Office of EMS. The Home Health Aide Training Course has been approved by the New Jersey Board of Nursing.

II.B. Number of Students Served

II.B.1. Undergraduate Enrollment by Attendance Status, Fall 2008

Table II.B.1: Sussex County Community College		
Attendance Status	Number Enrolled	Percentage of Enrollment
Full-Time	2,223	59.1%
Part-Time	1,536	40.9%
Total	3,759	100.0%
Data provided by the NJ Commission on Higher Education Office of Research and Policy Analysis. Data Source: IPEDS Fall Enrollment Survey		

II.B.2. Number of Graduate and First-Professional Students by Attendance Status, Fall 2008

At Sussex County Community College there are currently no graduate or First-Professional Students.

II.B.3. Non-Credit Enrollment, FY 2007 – 2008

Table II.B.3: Sussex County Community College		
	Open Enrollment	Customized Training
Total Number of Registrations ¹	3,258	85
Unduplicated Headcount	1,936	--
Total Clock Hours (1 Clock Hour = 60 Minutes)	65,950	1,198
Total FTEs ²	147	3
Data provided by the NJ Commission on Higher Education Office of Research and Policy Analysis. Data Source: SURE Non-credit Open Enrollment file and NJ IPEDS Form #31, Customized Training. ¹ Includes all registrations in any course that started on July 1, 2007 through June 30, 2008 ² FTEs were computed by converting clock hours to credit hours (by dividing by 15), then converting credit hours to FTEs (dividing by 30).		

II.B.4. Unduplicated Enrollment, FY 2007 – 2008

Table II.B.4: Sussex County Community College	
Headcount Enrollment	4,969
Credit Hours	69,139
FTE	2,305
Data provided by the NJ Commission on Higher Education Office of Research and Policy Analysis. Data Source: IPEDS 12-Month Enrollment Survey	

II.C. Characteristics of Undergraduate Students

II.C.1. Mean Math, Reading and Writing SAT Scores

Sussex County Community College does not require students to take the SAT Exam for admission.

II.C.2.a. Basic Skills Placement Tests Administered At Sussex County Community College

At Sussex County Community College Accuplacer Online is used to determine remediation need. There are four subtests administered through Accuplacer Online: Reading Comprehension, Sentence Skills, Arithmetic, and Elementary Algebra. All students are required to take the basic skills placement test unless: they qualify for exemption based on their SAT scores, transfer credits, an approved basic skills test taken at another college or university, or, they have already earned a college degree. Students taking SCCC courses approved for personal enrichment or meeting a special program standard or exception can also satisfy a waiver condition. In addition to the four Basic Skills sub-tests, students intending to take Pre-calculus and Calculus courses at SCCC are required to take an additional College Level Mathematics section of the Accuplacer test which is used to gauge readiness for these courses.

Students who achieve a score of 530 or more in the Mathematics section of the SAT are exempt from the math subtest of the placement test. Students who achieve a score of 540 or more in the Critical Reading section of the SAT are exempt from the reading comprehension subtest.

II.C.2.b. Total Number of Remedial Students Enrolled in Remediation in Fall 2008

Table II.C.2.b: Sussex County Community College		
Total Fall 2008 Undergraduate Enrollment	Number of Students Enrolled in 1+ Remedial Courses	Percent of Total Enrolled in 1+ Remedial Courses
3,759	950	25.3%
<small>Data provided by the NJ Commission on Higher Education Office of Research and Policy Analysis. Data Source: SURE Fall Enrollment file</small>		

II.C.2.c. Total Number of First-time, Full-time Degree-seeking Students Enrolled in Remediation in Fall 2008

Table II.C.2.c: Sussex County Community College		
Total Fall 2008 First-time, Full-time, Degree-seeking	Number of FTFTDS Enrolled in 1+ Remedial Courses	Percent of Total FTFTDS Enrolled in 1+ Remedial Courses
780	453	58.1%
Data provided by the NJ Commission on Higher Education Office of Research and Policy Analysis. Data Source: SURE Fall Enrollment file		

II.C.2.d. First-time, Full-time Degree-seeking Students Enrolled in Remediation in Fall 2008 by Subject Area

Table II.C.2.d: Sussex County Community College		
Subject Area	Number of FTFTDS Enrolled In	Percent of Total FTFTDS Enrolled In
Computation	234	30.0%
Algebra	141	18.1%
Reading	274	35.1%
Writing	228	29.2%
English	12	1.5%
Data provided by the NJ Commission on Higher Education Office of Research and Policy Analysis. Data Source: SURE Fall Enrollment file		

II.C.3.a. Enrollment by Status and Race/Ethnicity, Fall 2008

Legend of Race/Ethnic Categories

W = White, Non-Hispanic AI/AN = American Indian/ Alaskan Native
 B = Black NRA = Non-Resident Alien
 H = Hispanic U = Unknown
 A/PI =Asian/ Pacific Islander

Table II.C.3.a: Sussex County Community College								
Undergraduate	W	B	H	A/PI	AI/AN	NRA	U	Total
Full-Time	1,975	56	109	27	15	29	12	2,223
Percent Full-Time	88.8%	2.5%	4.9%	1.2%	0.7%	1.3%	0.5%	100.0%
Part-Time	1,328	27	116	34	16	7	8	1,536
Percent Part-Time	86.5%	1.8%	7.6%	2.2%	1.0%	0.5%	0.5%	100.0%
Total	3,303	83	225	61	31	36	20	3,759
Percent of Total	87.9%	2.2%	6.0%	1.6%	0.8%	1.0%	0.5%	100.0%
Data provided by the NJ Commission on Higher Education Office of Research and Policy Analysis. Data Source: IPEDS Fall Enrollment Survey								

II.C.3.b. Enrollment by Status and Sex, Fall 2008

Table II.C.3.b: Sussex County Community College						
Undergraduate	Full-Time	Percent Full-Time	Part-Time	Percent Part-Time	Total	Percent Total
Male	1,133	51.0%	558	36.3%	1,691	45.0%
Female	1,090	49.0%	978	63.7%	2,068	55.0%
Total	2,223	100.0%	1,536	100.0%	3,759	100.0%
Data provided by the NJ Commission on Higher Education Office of Research and Policy Analysis. Data Source: IPEDS Fall Enrollment Survey						

II.C.3.c. Enrollment by Status and Age, Fall 2008

Table II.C.3.c: Sussex County Community College						
Age Category	Full-Time	Percent Full-Time	Part-Time	Percent Part-Time	Total	Percent Total
Less Than 18	10	0.4%	151	9.8%	161	4.3%
18-19	1,147	51.6%	144	9.4%	1,291	34.3%
20-21	688	30.9%	192	12.5%	880	23.4%
22-24	212	9.5%	267	17.4%	479	12.7%
25-29	75	3.4%	206	13.4%	281	7.5%
30-34	24	1.1%	110	7.2%	134	3.6%
35-39	22	1.0%	103	6.7%	125	3.3%
40-49	26	1.2%	232	15.1%	258	6.9%
50-64	11	0.5%	107	7.0%	118	3.1%
More Than 65	0	0.0%	15	1.0%	15	0.4%
Unknown	8	0.4%	9	0.6%	17	0.5%
Total	2,223	100.0%	1,536	100.0%	3,759	100.0%
Data provided by the NJ Commission on Higher Education Office of Research and Policy Analysis. Data Source: IPEDS Fall Enrollment Survey						

II.C.4. Financial Aid from State, Federal, and Institution-Funded Programs, FY 2007 – 2008

Table II.C.4: Sussex County Community College					
State Programs					
Award	Recipients	Awards	Dollars	\$/Recipient	\$/Award
TAG	353	574	\$460,777	\$1,305.32	\$802.75
Bloustein Scholars	8	14	\$6,510	\$813.75	\$465.00
Urban Scholars	0	0	\$0	--	--
NJCLASS Loans	--	2	\$3,700	--	\$1,850.00
NJ STARS (Fall 2008)	142	--	\$377,688	\$2,659.77	--
Federal Programs					
Award	Recipients	Awards	Dollars	\$/Recipient	\$/Award
Pell Grants	668	--	\$1,573,000	\$2,354.79	--
College Work Study	29	--	\$40,000	\$1,379.31	--
Perkins Loans	0	--	\$0	--	--
SEOG	168	--	\$30,000	\$178.57	--
Stafford Loans (Subsidized)	240	--	\$584,000	\$2,433.33	--
Stafford Loans (Unsubsidized)	292	--	\$741,000	\$2,537.67	--
PLUS Loans	0	--	\$0	--	--
Institutional Programs					
Award	Recipients	Awards	Dollars	\$/Recipient	\$/Award
Grants/Scholarships	290	--	\$309,000	\$1,065.52	--
Loans	0	--	\$0	--	--
Data provided by the NJ Commission on Higher Education Office of Research and Policy Analysis. Data Source: HESAA System Files for state programs, NJIPEDS Form #41 for federal & institutional programs					

II.C.5. First-Time Undergraduates Enrollment by State Residence, Fall 2008

Table II.C.5: Sussex County Community College				
Enrollment Cohort	State Residents	Non-State Residents	Total	Percent State Residents
First-Time Undergraduates	679	101	780	87.1%
Data provided by the NJ Commission on Higher Education Office of Research and Policy Analysis. Data Source: SURE Fall Enrollment file				

II.D. Degrees Conferred/Characteristics of Graduates

II.D.1.a. Degrees/Certificates Conferred by Race/Ethnicity, FY 2007 – 2008

Legend of Race/Ethnic Categories

W = White, Non-Hispanic AI/AN = American Indian/ Alaskan Native
 B = Black NRA = Non-Resident Alien
 H = Hispanic U = Unknown
 A/PI =Asian/ Pacific Islander

Table II.C.1.a: Sussex County Community College								
	W	B	H	A/PI	AI/AN	NRA	U	Total
Number of Certificates Conferred	13	0	0	0	0	0	0	13
Percent of Total Certificates Conferred	100.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	100.0%
Number of Associates Conferred	370	6	14	2	2	3	3	400
Percent of Total Associates Conferred	92.5%	1.5%	3.5%	0.5%	0.5%	0.8%	0.8%	100.0%
Total Number Conferred	383	6	14	2	2	3	3	413
Percent of Total Number Conferred	92.7%	1.5%	3.4%	0.5%	0.5%	0.7%	0.7%	100.0%
Data provided by the NJ Commission on Higher Education Office of Research and Policy Analysis. Data Source: IPEDS Completions Survey								

II.D.1.b. Degrees/Certificates Conferred by Sex, FY 2007 – 2008

Table II.C.1.b: Sussex County Community College			
	Male	Female	Total
Number of Certificates Conferred	3	10	13
Percent of Total Certificates Conferred	23.1%	76.9%	100.0%
Number of Associates Conferred	165	235	400
Percent of Total Associates Conferred	41.3%	58.8%	100.0%
Total Number Conferred	168	245	413
Percent of Total Number Conferred	40.7%	59.3%	100.0%
Data provided by the NJ Commission on Higher Education Office of Research and Policy Analysis. Data Source: IPEDS Completions Survey			

II.D.2. Subbaccalaureate Degrees Conferred by General Field, FY 2007 – 2008

Table II.D.2: Sussex County Community College			
IPEDS CIP Code Major Category	Certificate	Associates	Total
03 Natural Resources/Conservation	0	1	1
11 Computer Sciences	0	2	2
13 Education	0	8	8
15 Engineering Tech	1	3	4
19 Family Sciences	3	0	3
22 Legal Professions	8	8	16
24 Liberal Arts/Sciences	0	234	234
30 Multi/Interdisciplinary	0	25	25
43 Security/Protective	0	37	37
44 Public Administration	0	6	6
50 Visual/Perform Arts	1	21	22
51 Health Professions	0	7	7
52 Business/Management	0	48	48
Total	13	400	413
Data provided by the NJ Commission on Higher Education Office of Research and Policy Analysis. Data Source: IPEDS Completions Survey			

II.E. Student Outcomes

II.E.1.a. Two and Three-Year Success Rates (Combined Graduation & Transfer Rate) Full-Time, First-Time, Degree-Seeking Freshman by Race/Ethnicity, Fall 2005

Legend of Race/Ethnic Categories

W = White, Non-Hispanic A/PI = Asian/ Pacific Islander
 B = Black NRA = Non-Resident Alien
 H = Hispanic O = American Indian & Unknown

Table II.E.1.a: Sussex County Community College							
	W	B	H	A/PI	NRA	O*	Total
Fall 2005 Cohort	484	8	26	7	0	3	528
Number 2 Year	65	0	1	1	--	0	67
Percent 2 Year	13.4%	0.0%	3.8%	14.3%	--	0.0%	12.7%
Number 3 Year	220	2	9	3	--	3	237
Percent 3 Year	45.5%	25.0%	34.6%	42.9%	--	100.0%	44.9%
Data provided by the NJ Commission on Higher Education Office of Research and Policy Analysis. *Other includes American Indian and Unknown Race. Data Source: SURE Cohort File							

II.E.1.b. Two and Three-Year Success Rates (Combined Graduation & Transfer Rate) Full-Time, First-Time, Degree-Seeking Freshman by Income, Fall 2005

Table II.E.1.b: Sussex County Community College				
	Low Income*	Non-Low Income	Unknown	Total
Fall 2005 Cohort	63	206	259	528
Number 2 Year	8	41	18	67
Percent 2 Year	12.7%	19.9%	6.9%	12.7%
Number 3 Year	26	111	100	237
Percent 3 Year	41.3%	53.9%	38.6%	44.9%
Data provided by the NJ Commission on Higher Education Office of Research and Policy Analysis. *Low income is defined as a student with a NJ Eligibility Index between 1 and 2,499. Data Source: SURE Cohort File				

II.E.1.c. Two and Three-Year Graduation Rates; Full-Time, First-Time, Degree-Seeking Freshman by Race/ Ethnicity, Fall 2005

Legend of Race/Ethnic Categories

W = White, Non-Hispanic A/PI = Asian/ Pacific Islander
 B = Black NRA = Non-Resident Alien
 H = Hispanic O = American Indian & Unknown

Table II.E.1.c: Sussex County Community College							
	W	B	H	A/PI	NRA	O*	Total
Fall 2005 Cohort	484	8	26	7	0	3	528
Number 2 Year	53	0	0	1	--	0	54
Percent 2 Year	11.0%	0.0%	0.0%	14.3%	--	0.0%	10.2%
Number 3 Year	143	0	1	2	--	0	146
Percent 3 Year	29.5%	0.0%	3.8%	28.6%	--	0.0%	27.7%
Data provided by the NJ Commission on Higher Education Office of Research and Policy Analysis. *Other includes American Indian and Unknown Race. Data Source: SURE Cohort File							

II.E.1.d. Two and Three-Year Graduation Rates; Full-Time, First-Time, Degree-Seeking Freshman by Income, Fall 2005

Table II.E.1.d: Sussex County Community College				
	Low Income*	Non-Low Income	Unknown	Total
Fall 2005 Cohort	63	206	259	528
Number 2 Year	5	33	16	54
Percent 2 Year	7.9%	16.0%	6.2%	10.2%
Number 3 Year	12	74	60	146
Percent 3 Year	19.0%	35.9%	23.2%	27.7%
Data provided by the NJ Commission on Higher Education Office of Research and Policy Analysis. *Low income is defined as a student with a NJ Eligibility Index between 1 and 2,499. Data Source: SURE Cohort File				

II.E.2.a. Three Semester Retention of Full-Time, First-Time Freshman by Race/Ethnicity, Fall 2007 to Fall 2008

Legend of Race/Ethnic Categories

W = White, Non-Hispanic AI/AN = American Indian/ Alaskan Native
 B = Black NRA = Non-Resident Alien
 H = Hispanic U = Unknown
 A/PI =Asian/ Pacific Islander

Table II.E.2.a:Sussex County Community College								
	W	B	H	A/PI	AI/AN	NRA	U	Total
Number Retained	373	12	23	5	3	2	1	419
Percent Retained	68.9%	75.0%	59.0%	50.0%	75.0%	50.0%	50.0%	68.0%
Number Not Retained	168	16	16	5	1	2	1	197
Percent Not Retained	31.1%	41.0%	41.0%	50.0%	25.0%	50.0%	50.0%	32.0%
Total	541	39	39	10	4	4	2	616
Total Percent	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%

Data provided by the NJ Commission on Higher Education Office of Research and Policy Analysis.
 Data Source: SURE Cohort File

II.E.2.b. Three Semester Retention of Full-Time, First-Time Freshman by Income, Fall 2007 to 2008

Table II.E.2.b: Sussex County Community College				
	Low Income*	Non-Low Income	Unknown	Total
Number Retained	48	181	190	419
Percent Retained	61.5%	76.1%	63.3%	68.0%
Number Not Retained	30	57	110	197
Percent Not Retained	38.5%	23.9%	36.7%	32.0%
Total	78	238	300	616
Total Percent	100.0%	100.0%	100.0%	100.0%

Data provided by the NJ Commission on Higher Education Office of Research and Policy Analysis.
 *Low income is defined as a student with a NJ Eligibility Index between 1 and 2,499
 Data Source: SURE Cohort File

II.E.3.a. Percentage of Entering Students who are Transfers.

This section is only required of senior public institutions, therefore is not applicable to Sussex County Community College.

II.E.3.b. Three-Year Transfer Rates of Fall 2005, Full-Time, First-Time Freshman to New Jersey Senior Public Institutions

Table II.E.3.b: Sussex County Community College		
	Number	Percent
Transfers Through Spring 2008	80	15.2%
Non-Transfers	448	84.8%
Total Full-Time, First-Time Freshman Fall 2005	528	100.0%
Data provided by the NJ Commission on Higher Education Office of Research and Policy Analysis. Data Source: SURE Cohort File		

II.E.3.c. Overall Three-Year Transfer Rates of Fall 2005, Full-Time, First-Time Freshman

Table II.E.3.c: Sussex County Community College		
	Number	Percent
Transfers Through Spring 2008	91	17.2%
Non-Transfers	437	82.8%
Total Full-Time, First-Time Freshman Fall 2005	528	100.0%
Data provided by the NJ Commission on Higher Education Office of Research and Policy Analysis. Data Source: SURE Cohort File		

II.F. Faculty Characteristics

II.F.1. Full-Time Faculty by Race/Ethnicity, Sex, and Tenure Status Simultaneously, Fall 2008

Legend of Race/Ethnic Categories

W = White, Non-Hispanic AI/AN = American Indian/ Alaskan Native
 B = Black NRA = Non-Resident Alien
 H = Hispanic U = Unknown
 A/PI =Asian/ Pacific Islander

Table II.F.1: Sussex County Community College									
Tenured		W	B	H	A/PI	AI/AN	NRA	U	Total
Professors	M	2	0	0	0	0	0	0	2
	F	4	0	0	0	0	0	0	4
Associate Professors	M	5	0	0	0	0	0	0	5
	F	4	0	0	0	0	0	0	4
Assistant Professors	M	4	0	0	0	0	0	0	4
	F	16	0	0	0	0	0	0	16
All Others	M	0	0	0	0	0	0	0	0
	F	0	0	0	0	0	0	0	0
Total	M	11	0	0	0	0	0	0	11
	F	24	0	0	0	0	0	0	24
Without Tenure									
Professors	M	0	0	0	0	0	0	0	0
	F	0	0	0	0	0	0	0	0
Associate Professors	M	0	0	0	0	0	0	0	0
	F	0	0	0	0	0	0	0	0
Assistant Professors	M	1	0	0	0	0	0	0	1
	F	4	0	0	0	0	0	0	4
All Others	M	4	0	1	0	0	0	0	5
	F	5	0	0	0	0	0	0	5
Total	M	5	0	1	0	0	0	0	6
	F	9	0	0	0	0	0	0	9
Total									
Professors	M	2	0	0	0	0	0	0	2
	F	4	0	0	0	0	0	0	4
Associate Professors	M	5	0	0	0	0	0	0	5
	F	4	0	0	0	0	0	0	4
Assistant Professors	M	5	0	0	0	0	0	0	5
	F	20	0	0	0	0	0	0	20
All Others	M	4	0	1	0	0	0	0	5
	F	5	0	0	0	0	0	0	5
Total	M	15	0	1	0	0	0	0	16
	F	33	0	0	0	0	0	0	33

Data provided by the NJ Commission on Higher Education Office of Research and Policy Analysis
 Data Source: Sussex County Community College

II.F.2. Percentage of Course Sections Taught by Full-Time Faculty, Fall 2008

Table II.F.2: Sussex County Community College				
	Full-Time Faculty	Adjunct Faculty	Taught by Others*	Total Faculty
Number of Sections	262	483	13	758
Percentage of Sections	34.6%	63.7%	1.7%	100.0%
Data Source: Sussex County Community College *Others include Full-time Administrators and Teaching Assistants. **Concurrent, Open Labs, & Independent Study Not Included				

II.F.3. Ratio of Full-Time to Part-Time Faculty, Fall 2008

Table II.F.3: Sussex County Community College		
Faculty	Number	Percent
Full-Time	50	19.3%
Part-Time	209	80.7%
Total	259	100.0%
Data provided by the NJ Commission on Higher Education Office of Research and Policy Analysis. Data Source: IPEDS Human Resources Survey		

II.G. Governing Board Characteristics

II.G.1. Characteristics of Board of Trustees by Race/Ethnicity and Sex (Simultaneously)

Legend of Race/Ethnic Categories

W = White, Non-Hispanic AI/AN = American Indian/ Alaskan Native
 B = Black NRA = Non-Resident Alien
 H = Hispanic U = Unknown
 A/PI =Asian/ Pacific Islander

	W	B	H	A/PI	AI/AN	NRA	U	Total
Male	6	0	0	0	0	0	0	6
Female	5	0	0	0	0	0	0	5
Total	11	0	0	0	0	0	0	11

Data Source: Sussex County Community College

II.G.2. Members of the Board of Trustees.

Name	Title	Affiliation
Kirk S. Perry	Vice Chairperson	Entrepreneur/Real Estate Investor
Jacob J. Smith	Vice Chairperson	Self-Employed Businessman
Linda Fountain	Secretary	Insurance Executive
Tammy Case	Treasurer	Bank Vice President
Ann G. Bain	Trustee	Tennis Pro
Richard Sullivan	Trustee	Architect
Thomas W. Long	Trustee (State Appointee)	Retired Educator
Dr. Bernard J. Andrews	Trustee	Retired Educator
Dr. Rosalie Lamonte	Trustee	Executive Superintendent of Schools
Mr. Glenn Gavan	Trustee	Lawyer
Dr. Constance Mierendorf	President Ex-Officio Member	SCCC CEO/President

Data Source: Sussex County Community College

Additional Information: <http://sussex.edu/aboutus/boardoftrustees.php>

II.H. A Profile of the Institution

II.H.1. Degree and Certificate Programs

Type of Degree	Program
<u>Associate in Arts (AA)</u>	<ul style="list-style-type: none"> ● Liberal Arts <ul style="list-style-type: none"> ○ Anthropology Option ○ Communication/Broadcasting Option ○ Communication/Journalism Option ○ Communication/Film Studies Option ○ Dramatic Arts Option ○ Elementary/Secondary Education Option ○ English Option ○ History Option ○ Pre-Law Option ○ Psychology Option ○ Sociology Option
<u>Associate of Fine Arts (AFA)</u>	<ul style="list-style-type: none"> ● Studio Arts <ul style="list-style-type: none"> ○ Design Option ○ Photography Option
<u>Associate in Science (AS)</u>	<ul style="list-style-type: none"> ● Accounting ● Business Administration ● Criminal Justice ● Environmental Studies ● Health Science ● Human Services ● Science/Mathematics <ul style="list-style-type: none"> ○ Biology Option ○ Chemistry Option ○ Computer Science Option ○ Engineering Option ○ Information Systems Option ○ Mathematics/Physics Option ○ Pre-Medical/Dental Option ○ Pre-Nutrition/Dietetic Option
<u>Associate in Applied Science (AAS)</u>	<ul style="list-style-type: none"> ● Automotive Service Technology ● Business Management <ul style="list-style-type: none"> ○ E-Commerce Option ○ Hotel & Restaurant Management Option ○ Food & Beverage Option ○ Information Specialist Option ○ Marketing Option ● Child Developmental Specialist ● Community Care ● Computer Information Systems ● Fire Science Technology ● Graphic Design <ul style="list-style-type: none"> ○ Computer Gaming Option ● Health Information Technology (PCCC) ● New Media Communications ● Nurse Education Program (PCCC) ● Paralegal Studies ● Respiratory Therapy (NWNJCRCE)

PCCC = Partnership with Passaic County Community College

NWNJCRCE = North West New Jersey Consortium for Respiratory Care Education

Professional Certificates

- Automotive Service Technology
- Child Development Specialist
- Computer Information Systems
- Computerized Accounting
- Fire Science Technology
- Interactive Design
- Paralegal
- Web Publishing

II.H.2. Other Programs

Access Programs

- GED/ABE Study Programs
- Academic Support Services
- Disabilities Assistance Program (DAP)
- English as a Second Language (ESL)
- Developmental Studies Courses

Health Science Training Certificates

- Medical Assistant
 - Medical Coding and Billing
 - Professional Medical Coding
 - Medical Office Assistant
 - Medical Administrative Assistant
 - Medical Transcription
 - Surgical Technology
 - Home Health Aid
 - Emergency Medical Technician
-

Continuing Education Training Certificates

- Alternate Route Teacher Certification – New Pathways to Teaching in New Jersey
- AutoCAD 3D
- Building Inspector RCS, ICS, HHS
- Certified Substitute Teacher
- Child Development Associate/Certificate
- Clean Energy Certificate
- Computer Software (Microsoft Word, Excel, Access, PowerPoint, FrontPage)
- Computerized Accounting With QuickBooks
- Construction Official
- Coming soon in late Fall 2009:
- Emergency Medical Technician
- Firefighter 1, 2, 3
- Fire Protection Inspector HHS
- Food Safety for Food Handlers HHS
- Introduction to AutoCAD 2D
- Legal Secretary
- Modern Office Administration
- NJ Notary Preparation Course
- Personal Training
- Personal Watercraft & Boating Safety Certificate
- Plumbing Inspector ICS, HHS
- Professional Development Program for Teachers
- Project Management – Online
- QuickBooks Pro Training
- Real Estate Broker
- Real Estate Pre-licensing
- Reki I, II, III Certification
- ServSafe® 1 Day Training
- Small Business Management
- Solar Panel Installation Technician Certificate
- Subcode Official
- Web Design

Academic Initiatives

- Early College Advantage Program (*Formerly the High School Credit Bank Program*)
 - Articulation Agreements for various majors with:
 - Caldwell College
 - Centenary College
 - East Stroudsburg University
 - Felician College
 - Montclair State University
 - New Jersey Institute of Technology
 - Richard Stockton State College
 - William Paterson University of New Jersey
 - The College for Working Adults
 - Dual Admission Agreement with Fairleigh Dickenson University
 - Partnership Agreements with:
 - The College of St. Elizabeth
 - Fairleigh Dickinson University
 - Seton Hall University
 - The University Center Partnership with Felician College
-

Profile of Continuing Education at SCCC

Providing a venue for life-long learning, Sussex County Community College offers a full range of programs through its Continuing Education (CE) division. These programs are dedicated to providing learning opportunities to area residents and local businesses. With a host of multi-faceted programs to enhance work and technology skills, CE provides educational possibilities in areas such as art and culture, finance, childhood development, health and wellness, computer technology, personal enrichment and professional development. CE provides local businesses with computer technology, business operations and customized employee training either on campus, or at the business site.

CE tailors its offerings for both business and individual needs based on data derived from a variety of sources. Information is obtained through student and employer input and surveys, through data collected from local government and business groups, and through personal interaction with the community. Professional Development Courses have been added to target the public school teachers and their administrators. CE's partnership with the New Jersey Department of Education allows us to be a Professional Development provider. CE offers programs to people who are seeking entry-level jobs that require specific course work or certification; those who need continuing education in order to stay competitive in their present positions.

CE works closely with the New Jersey Department of Labor, the Morris/Sussex/Warren Workforce Investment Board and the Sussex County Economic Development Partnership to retain and attract businesses as well as to develop the local labor force. CE contributes to the enhancement of business creation and development by providing quality post-secondary technical and other career education. This is provided on a continuous basis throughout the working career of local employees.

CE contributes to the enhancement of business creation and development by providing quality post-secondary technical and other career education that is accessible on a continuous basis, throughout the working career of local employees. CE provides local businesses with training in computer technology, business operations, finance, supervision, team building, ESL and other customized employee training. These trainings can occur either on campus, or at the business sites. Corporate and customized training initiatives assist area employers to retain employees through upgrading their skills to meet the ever-changing technology and business demands. Working with the local business community and the New Jersey Department of Labor, Morris / Sussex / Warren Workforce Investment Board, Sussex County Chamber of Commerce & Economic Development Partnership, and the Centenary College SBDC, CE seeks to identify individual businesses and workers who would benefit from this training. CE's customized training program offers specific training adapted to the individual needs of a business.

At SCCC/CE offices, Centenary College SBDC counselors provide small business entrepreneurs with:

- * Free one-on-one management consulting
 - * Affordable training and seminars
 - * Access to publications, reference materials, and small business resources
-

Appointments are available for anyone to meet with SBDC counselors every week at one of our rooms in the main campus.

Entrepreneurial courses and seminars offered by CE address issues and problems facing small businesses today. These offerings cover many topics of concern for small businesses, such as e-commerce, financing, marketing, importing & exporting, and tax implications. The Centenary College Small Business Development Center, also hosted by CE, provides management consulting and training Programs in partnership with the U.S. Small Business Administration and the New Jersey Commerce and Economic Growth Commission.

Thanks to a grant from the USDA/Rural Development, Sussex County Community College was able to create USDA Entrepreneurial Center.

Our Mission: To create a resource center to assist entrepreneurs in Sussex County that will be supported by technology, counseling and other assets in order to stimulate economic growth.

Our Center is enhancing the level of assistance and education to that of a limited business incubator as follows:

1. Print and electronic media available for reference to the public at the Sussex County Community College Library.
2. Free consultative services offered by the Centenary College Small Business Development Center and SCORE.
3. Educational programs which include the NJSBDC Entrepreneur Certificate Program, NJ Department of Labor seminars, workshops conducted by Centenary College Small Business Development Center, and business seminars co-sponsored by the Sussex County Chamber of Commerce.
4. Set-up for research, marketing and advertising campaigns, accounting, tutorials, and e-learning.
5. Free public resources distributed at the Center.

Businesses will have access to information and training on key areas such as setting up a corporation, taxation issues, business planning, financing, market research, recordkeeping, and human resource management.

The Center has the following equipment and resources:

- Personal Computers, phone lines, printers, copiers, and other equipment and supplies to simulate office space.
 - Internet access to public domains for U.S. Census, labor and market data, and other public and web-based economic development data.
 - Publications and subscription databases which supplement additional reference materials and trade magazines purchased with grant funds for the Sussex County Community College Library.
-

- Furnishings as appropriate for individual research, client counseling services and small training groups.

Small businesses or individuals using the Center's services will be given access to the equipment and resources at the facility under the supervision and direction of Corporate and Community Education at Sussex County Community College. The Center will be open to the public by appointment, Monday to Friday from 9:00 a.m.-9:00 p.m.

Education should be a lifelong process, and adults over the age of 50 are the most rapidly increasing age group in the country. CE addresses the educational needs of this segment of the population through a variety of courses and seminars. The topics presented include computers, the Internet, money management, fitness and art. Additionally, CE sponsors a day dedicated to lifelong learning. *Senior Day* provides workshops, motivational speakers, and entertainment that encourage this population to come to SCCC and perhaps take a course.

Personal enrichment courses and seminars offered by CE are a wonderful opportunity for the community to explore interests and become part of a learning environment that is fun and stimulating. CE offerings such as yoga, guitar, photography, video photography, art, fly fishing, and dance can enrich the lives of members of the community and provide stress relief.

Alternate Route for Teacher Certification: New Pathways to Teaching in New Jersey. In our sixth year of this program, twenty students successfully graduated and secured employment as teachers in September 2009. By partnering with New Jersey City University, we offer students an opportunity to earn fifteen graduate level credits upon completion of this program. The program consists of two stages, one in the spring/summer semester and the second one in the fall through spring semesters. Many of our students in the program have found full-time teaching positions.

In December 2008, SCCC/CCE entered into an agreement with Seton Hall University to offer their MA/EdS program in Educational Leadership for certified teachers in this area, leading to Principal and Supervisor certification. This two year cohort program is based on a hybrid learning model and requires only two weekends per semester at the SCCC campus with the rest of the classes online. Tuition is nearly 25% less than the SHU main campus for the same program. The first cohort of the program began on September 18, 2008 with teachers from many school districts in Sussex County. CE is currently recruiting another group of teachers for the second cohort.

The Educational Technology Training Center provides educational technology professional development for Sussex County teachers. CE is partnered with the New Jersey Department of Education to serve as the Lead Educational Administrator (LEA) for Sussex County. ETTC was established in each of the state's 21 counties to prepare New Jersey teachers for the 21st century classroom. Its primary mission is to provide educators and staff with training programs and activities which will ultimately allow every student in the State equal access to technology, distance learning, and preparation for achieving New Jersey's Core Curriculum Content Standards. These unique and

practical training programs are designed to meet the changing roles of K-12 teachers. Each course is designed so that the experience level and specific needs of each participant are accommodated.

The Public Safety Training Academy (PSTA) offers relevant, quality training and educational programs and opportunities to firefighters (Firefighter 1, Firefighter 2, and Fire fighter 3 courses), law enforcement officials, emergency medical personnel, government employees and the general public in all aspects of public safety. Most of the training is free of charge to department personnel.

II.I. Major Research and Public Service Activities

Major Research Activities:

Sussex County Community College does not currently participate in any major research activities.

Public Service Activities:

Public service activities take a variety of forms at Sussex County Community College. In addition to a variety of programs and events that serve the needs of the surrounding community, the faculty, staff and students at SCCC are actively involved in volunteerism throughout Sussex and Pike Counties.

Supporting local business

Sussex County Community College is the host to many initiatives designed to provide resources and enhance the county's economy. From computer training, to personal finance, SCCC offers a broad range of workshops, seminars and career training programs for area residents and businesses.

SCCC's Continuing Education Division manages a resource center to assist entrepreneurs in Sussex County in order to stimulate economic growth. The Center for Entrepreneurial Studies & Development serves the needs of new businesses, business expansion, or businesses looking to redefine their objectives. This program is supported by funding from the Department of Labor Rural Development.

The Continuing Education Division also offers customized training for area businesses. Additionally, the College is an active partner in the New Jersey Community College Consortium for Workforce and Economic Development. This consortium provides one-point access to all of the vast resources of the state's 19 community colleges, including over 1,700 programs taught by highly qualified faculty with business and industry experience.

The Educational Technology Training Center of Sussex County provides workshops that integrate technology into the classroom, and provide activities to meet the New Jersey Core Curriculum Content Standards. These professional development workshops offer teaching strategies and technology that cover all grade levels and content areas.

Community Enrichment:

SCCC has a long tradition of offering diverse cultural programming to the community and dozens of enrichment activities for students and the public. In January 2008, the College opened a state of the art Performing Arts Center launching a whole new era of arts and entertainment for SCCC students and the community. The Performing Arts Center at SCCC has become the flagship theater in Northwest New Jersey presenting exceptional entertainment. SCCC presents a diverse showcase of dance, comedy, opera,

contemporary and classical music, international and supernatural shows and student performances.

Thursdays on the Green, a free concert series sponsored by SCCC has been a summer tradition for hundreds of Sussex County residents for seven years. In addition to fabulous music, guests enjoy a family festival with vendors, artisans, giveaways and more.

In addition to being the cultural hub for the County, the SCCC campus has become the center for dozens of community activities. An annual 911 Remembrance Ceremony takes place at the College's 911 memorial each year. The United Way and other local charities use the campus green and College facilities for various activities. Human Spirit awards are presented on campus each year. Area law enforcement and emergency service volunteers are honored at an annual gathering on campus.

Each year the Student Government Association organizes an annual community Haunted Hay Ride at the end of October.

Sussex County Community College is the home for the Betty June Silconas Poetry Center which provides poetry readings, poetry workshops and open readings for area poets. The campus also hosts the Teen Arts Festival, which gives local students a platform to display their immense creative talent in a variety of arenas.

Charitable Efforts:

Sussex County Community College students, staff and faculty support dozens of charitable events throughout the year. The College is an active participant in the Sussex County United Way annual campaign, Red Cross Heroes Campaign, American Cancer Society Daffodil Days and many other fundraising drives. Student Clubs and SCCC athletic teams champion specific causes throughout the year including Project Self Sufficiency, Mentoring Plus, and DASI, Holiday food and toy drives and more.

For the past two years the College has hosted and coordinated the annual Relay for Life event for the American Cancer Society. In 2008 this event raised over \$87,000 and in 2009 another \$70,000 was raised. More than 400 members from the community participate in this extraordinary event.

Each month the college reports community service activities to the Board of Trustees. This report details monthly volunteer service of the SCCC faculty and staff. A survey conducted in 2009 found that 71% of SCCC employees participate regularly in some form of community service. Service areas represented include local community organizations, faith based causes, health and wellness issues; social services; arts and culture and education.

Volunteerism in the Classroom:

The Service Learning initiative at Sussex County Community College, dubbed "Community Ties," is fueled by a committee of faculty and staff who are dedicated to the college and to the community. The goal is to outreach to community groups in need of volunteers, and to partner those groups with faculty and students willing to contribute of their time and talent. Faculty, staff, and students are encouraged to initiate service learning ideas and to use a service learning component in a wide variety of classes.

The College, through the Service Learning committee, retains active partnerships with agencies such as Domestic Abuse and Sexual Assault Intervention Services (DASI), Project Self Sufficiency (PSS), United Way (UW), Big Brothers Big Sisters (BBBS), Bristol Glen, The American Cancer Society, and many others.

II.J. Major Capital Projects

Project	Funding	Status	Budget
Parking Lot 9 Construction	Chapter 12	Completed	611,000
Building E – Window Replacement	Chapter 12	Completed	380,000
Athletic Field Construction	Chapter 12	Completed	200,000
Emergency Communication System	Chapter 12	In Progress	250,000
Information Technology Upgrades	Chapter 12	In Process	882,000
Lighting Upgrades	Chapter 12	In Process	583,000
Business Learning Center	Donation/ Internal Funds	In Process	250,000
Parking Lot Expansion	Internal Funds	In Process	100,000
Boilers	Chapter 12	Pending	484,000
Boiler Controls	Chapter 12	Pending	110,000
3 rd Floor Building B Windows & HVAC	Chapter 12	Pending	462,000
3 rd Floor Building C Windows & HVAC	Chapter 12	Pending	352,000
Cafeteria Expansion	Chapter 12	Pending	660,000
