

ATLANTIC CAPE COMMUNITY COLLEGE

# INSTITUTIONAL PROFILE

---

SEPTEMBER 2013



ATLANTIC  
CAPE  
COMMUNITY  
COLLEGE

INSTITUTIONAL  
RESEARCH &  
ASSESSMENT

FACILITIES,  
PLANNING AND  
RESEARCH



SUBMITTED TO:

THE NEW JERSEY SECRETARY OF HIGHER EDUCATION

## ATLANTIC CAPE COMMUNITY COLLEGE

### PREFACE

---

#### OVERVIEW

---

Atlantic Cape Community College is a comprehensive, student-centered institution of higher education that prepares students to live and work in the 21<sup>st</sup> Century – an increasingly culturally diverse society, where technology is used in all areas of life and where modern communications has made us all citizens of the world. Accordingly, we offer the residents of Atlantic and Cape May counties, and others, associate degrees, liberal arts transfer programs, certificate programs and a wide range of technical training and courses for professional and personal growth. We provide access to these courses and programs by maintaining a moderate tuition rate, pursuing open admissions and affirmative action policies, and offering developmental programs and other support services. We respond to the economic, social, academic, cultural, and workforce needs of a diverse constituency by working in partnership with other schools, business and industry, and government. Atlantic Cape Community College and its employees serve the community by providing educational and support services that encourage students to pursue academic excellence, professional growth, and high ethical standards throughout their lives.

#### MISSION STATEMENT

---

- ❖ Atlantic Cape Community College creates opportunity by providing access to superior educational programs.

---

## INSTITUTIONAL HISTORY

---

In 1947, the President's Commission of Higher Education brought the concept of the community-centered school into reality. The community college movement gained momentum throughout the United States during the 1950s as the student population accelerated its growth in the years following World War II.

In Atlantic County, various groups urged that a college be established in this area with the goals of providing an educational service to the entire community and discovering and developing individual talents at low cost with easy access. The Citizens' Centennial Committee on Adult Education for Atlantic City was instrumental in stimulating interest in a local college. The efforts of such groups, combined with those of educators, legislators and individuals, resulted in the passage of the New Jersey County College Act, which established county colleges in 1962.

Following the passage of the New Jersey County College Act, a special committee of County Freeholders and educators prepared a study that showed the need for such an institution in Atlantic County. In December 1963, the New Jersey Department of Education granted approval for the establishment of Atlantic Community College which became the second community college to be organized by the state on April 14, 1964.

The site for the college was selected on November 19, 1964, and official ground-breaking ceremonies for its nine-building complex in Mays Landing were held in November 1966. Atlantic Community College opened its doors to students in September 1966 using facilities rented from Atlantic City High School. In February 1968, the college moved to its present campus on the Black Horse Pike (U.S. Route 322) in Mays Landing. In the spring of 1982, major work was completed on a two-year, \$7 million expansion project. This project included two new buildings, expanded student service facilities, the Academy of Culinary Arts and additional classroom and office space. In 2009-2010, the College renovated the gymnasium locker rooms and added a state-of-the-art fitness center for students and staff. In 2013, the College began construction of a Science, Technology, Engineering, and Math building on the Mays Landing Campus.

In that same year, the former Atlantic City Electric Company building, located in Atlantic City, was purchased by Atlantic County for the college. By 1984, a \$4 million renovation project transformed the aging building into a beautiful modern facility housing the Casino Career Institute (CCI). CCI was the country's first gaming school affiliated with an institution of higher education. A second major renovation was completed in 2008. This renovation houses the Health Professions Institute in 9,000 square feet of previously underutilized space. Construction on the Caesars Entertainment Wing for Hospitality and Gaming Studies began in 2013 to bring the College's renowned culinary and hospitality training to Atlantic City. The College's Atlantic City Campus was renamed in memory of Atlantic County's first county executive, Charles D. Worthington, in April 2001. Mr. Worthington was involved with the College, first as chairperson of its Educational Opportunity Fund Advisory Board and then as Atlantic County Executive in supporting the establishment of many college programs and the development of the Atlantic City Campus.

The William J. Spangler Library on the Mays Landing campus was expanded and renovated in 1990, adding a mezzanine level, a computer lab with space for more than 90 personal computers,

faculty and administrative offices, small study/meeting rooms, a classroom/meeting room and typing, video and audio tape rooms.

The Academy of Culinary Arts expanded facility, which opened in October 1991, features more than 28,250 square feet of space. The entrance opens to an atrium lobby. The building provides teaching kitchens, classrooms, a 90-seat gourmet restaurant, service and storage areas, and administrative and faculty offices.

Since 1973, the college has been the main provider of community college education to Cape May County residents. For many years, Cape May County officials studied ways to bring better higher educational opportunities to its residents.

In July 1995, the New Jersey Commission on Higher Education declined Cape May County's request for an independent college and recommended that it enter into a partnership with a neighboring community college, citing such benefits of a joint college as a larger population base, economies of scale, immediate availability and accreditation of curricula, and elimination of duplication of efforts and costs.

Cape May County requested jointure proposals in February 1997. As a result, on January 1, 1999, Atlantic Community College officially became a joint college encompassing Atlantic and Cape May counties. The Board of Trustees approved a new name for the joint college: Atlantic Cape Community College (Atlantic Cape) in February 1999. The Cape May County Campus (CMCC) opened in August 2005. The 68,000-square-foot facility features a brick façade and two wings that house an information commons that includes a combination library and computer lab; a 100-seat lecture hall; a cafeteria; and 19 classrooms—including chemistry and biology labs, three academic computer labs, two continuing education computer labs and one distance education classroom. In addition, Atlantic Cape provides support services facilities, including counseling, testing, tutoring and financial aid offices as well as administrative offices at CMCC.



---

Dr. Peter L. Mora  
President

## I. TABLE OF CONTENTS

---

Preface.....	i
Overview .....	i
Mission Statement.....	i
Institutional History.....	ii
I. Table of Contents.....	1
II. Data by Category.....	3
A. Accreditation Status .....	3
Institutional Accreditation .....	3
Professional Accreditation and Certifications .....	3
B. Number of Students Served .....	4
1. Enrollment by Attendance Status.....	4
2. Non-Credit Enrollment.....	4
3. Unduplicated Enrollment.....	4
C. Characteristics of Undergraduate Students.....	5
1. Enrollment in Remediation .....	5
2. Race/Ethnicity, Sex, & Age.....	6
3. Number of Students Receiving Financial Assistance .....	7
4. Percent of Students Who Are New Jersey Residents .....	7
D. Student Outcomes .....	8
1. Graduation & Transfer Rates .....	8
2. First Time Students Retention Rates .....	8
E. Faculty Characteristics.....	9
1. Full-Time Faculty By Race/Ethnicity, Sex, and Tenure Status.....	9
2. Percentage of Course Sections Taught by Full-Time Faculty .....	10
3. Ratio of Full-to Part-Time Faculty .....	10
F. Characteristics of the Trustees.....	11
1. Race/Ethnicity & Sex.....	11
2. List of Trustees with Titles and Affiliations .....	12
3. URLs of Web Pages with Information on Trustees .....	16
G. Profile of the Institution .....	17
1. Degree & Certificate Programs .....	17
2. Other.....	25
H. Major Research and Public Service Activities.....	27
1. Research and Development Expenditures .....	27
2. Research.....	27
3. Public Service Activities.....	28
I. Major Capital Projects .....	30

List of Tables	
Table II.B.1. Credit Enrollment.....	4
Table II.B.3. Unduplicated Enrollment.....	4
Table II.C.1.a. Enrollment.....	5
Table II.C.1.b. First-Time, Full-Time Students Enrolled in Remediation.....	5
Table II.C.1.c. First-Time, Full-Time Students in Remediation by Subject Area.....	5
Table II.C.2.a. Enrollment by Race/Ethnicity.....	6
Table II.C.2.b. Enrollment by Gender.....	6
Table II.C.2.c. Enrollment by Age.....	6
Table II.C.3. Financial Aid from State Funded Programs.....	7
Table II.C.4. First-Time Full-Time by State Residence.....	7
Table II.D.1.a. Two Year Graduation Rate.....	8
Table II.D.1.b. Three Year Graduation & Transfer Rates.....	8
Table II.D.2.c. Fall-to-Fall Retention.....	8
Table II.E.1. Full-Time Faculty by Race/Ethnicity, Sex & Tenure.....	9
Table II.E.2. Percentage of Course Sections Taught by Full-Time Faculty.....	10
Table II.E.3. Ratio of Full-to Part-Time Faculty.....	10
Table II.F.1. Trustees Race/Ethnicity/Sex.....	11
Table II.H.1. R&D Expenditures.....	28

## II. DATA BY CATEGORY

---

### A. ACCREDITATION STATUS

---

#### INSTITUTIONAL ACCREDITATION

---

Atlantic Cape Community College (Atlantic Cape) is accredited by the Middle States Association of Colleges and Schools, Commission on Higher Education. The Middle States Association of Colleges and Schools is a regional institution accrediting body recognized by the U.S. Department of Education. MSCHE visited Atlantic Cape in 2006 and full accreditation was reaffirmed in March 2008. A five-year periodic review will take place in 2013.

#### PROFESSIONAL ACCREDITATION AND CERTIFICATIONS

---

The Associate in Applied Science degree program in Nursing is accredited by the NJ Board of Nursing and the National League for Nursing Accrediting Commission, Inc.

The Respiratory Care Program offered in cooperation with the Rutgers-School of Health-Related Professions (Rutgers-SHRP), is accredited by the Committee on Accreditation for Respiratory Care. Upon successful completion of the program, students receive a joint Associate in Applied Science degree from Atlantic Cape and Rutgers-SHRP.

The Paralegal Programs have the approval of the American Bar Association.

The American Association of Collegiate Registrars and Admissions Officers, though not an accrediting agency, has given Atlantic Cape an "A" rating, which indicates that the credits for Atlantic Cape students transferring to other institutions should be given full value.

Atlantic Cape is an approved education provider for Counseling Skills in Addiction Counseling as prescribed by Addiction Professionals Certification Board of New Jersey.

The Culinary Arts programs are accredited by the American Culinary Federation Education Foundation Accrediting Commission.

The Hospitality Management program is accredited by the Accreditation Commission for Programs in Hospitality Administration (ACPHA).

The Surgical Technology program, offered through the continuing education non-credit department, is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP).

## B. NUMBER OF STUDENTS SERVED

### 1. ENROLLMENT BY ATTENDANCE STATUS

**Table II.B.1.**

Attendance Status, Fall 2012		
	Num	Pct
<b>Full-time</b>	3,663	48.7%
<b>Part-time</b>	3,860	51.3%
<b>Total</b>	7,523	

Source: IPEDS Fall Enrollment Survey

### 2. NON-CREDIT ENROLLMENT

**Table II.B.2.**

Non-Credit - FY 2012				
	Total # of Registrations <sup>1</sup>	Unduplicated Headcount	Total Clock Hours*	Total FTEs <sup>2</sup>
<b>Open Enrollment</b>	2,708	2,174	156,128	347
<b>Customized Training</b>	4,387		46,272	103

<sup>1</sup>Includes all registrations in any course that started on July 1, 2011 through June 30, 2012

<sup>2</sup>FTEs were computed by converting clock hours to credit hours (by dividing by 15), then converting credit hours to FTEs (dividing by 30).

\*One Clock Hour = 60 minutes

Source: SURE Non-Credit Open Enrollment file and NJ IPEDS Form #31, Customized Training

### 3. UNDUPLICATED ENROLLMENT

**Table II.B.3.**

Unduplicated Enrollment, FY 2012		
Headcount Enrollment	Credit Hours	FTE
10,656	164,561	5,485

Source: IPEDS 12-Month Enrollment Survey



## C. CHARACTERISTICS OF UNDERGRADUATE STUDENTS

---

### 1. ENROLLMENT IN REMEDIATION

---

Atlantic Cape administers the Accuplacer® Placement Test to all entering students. Testing is coordinated by the Director of Testing.

**Table II.C.1.a.**

<b>Enrollment Fall, 2012</b>		
<b>Total Enrollment</b>	<b>Enrolled in Remedial Courses</b>	<b>% of Total</b>
7,523	2,198	29.2%

**Table II.C.1.b.**

<b>FTFT Students in Remediation, Fall 2012</b>		
<b>Total FTFT Students Total</b>	<b>Enrolled in Remedial Courses</b>	<b>% of FTFT</b>
1,144	733	64.1%

**Table II.C.1.c.**

<b>FTFT Students in Remediation by Subject Area, Fall 2012</b>		
<b>Subject Area</b>	<b>Number Enrolled</b>	<b>% of FTFT</b>
Algebra	632	55.2%
English/Reading/Writing	516	45.1%

Source: SURE Fall Enrollment File

## 2. RACE/ETHNICITY, SEX, &amp; AGE

Table II.C.2.a.

Enrollment by Race/Ethnicity, Fall 2012						
	FT		PT		Total	
White	1,779	48.6%	1,881	48.7%	3,660	48.7%
Black	530	14.5%	593	15.4%	1,123	14.9%
Hispanic	557	15.2%	518	13.4%	1,075	14.3%
Asian	276	7.5%	307	8.0%	583	7.7%
Am. Indian	38	1.0%	24	0.6%	62	0.8%
Alien	52	1.4%	43	1.1%	95	1.3%
Race Unknown	431	11.8%	494	12.8%	925	12.3%
<b>Total</b>	<b>3,663</b>	<b>100.0%</b>	<b>3,860</b>	<b>100.0%</b>	<b>7,523</b>	<b>100.0%</b>

Table II.C.2.b.

Enrollment by Sex, Fall 2012						
	FT		PT		Total	
Male	1,732	47.3%	1,511	39.1%	3,243	43.1%
Female	1,931	52.7%	2,349	60.9%	4,280	56.9%
<b>Total</b>	<b>3,663</b>	<b>48.7%</b>	<b>3,860</b>	<b>51.3%</b>	<b>7,523</b>	<b>100.0%</b>

Table II.C.2.c.

Enrollment by Age, Fall 2012						
	FT		PT		Total	
<18	20	0.5%	47	1.2%	67	0.9%
18-19	1,564	42.7%	577	14.9%	2,141	28.5%
20-21	1,022	27.9%	715	18.5%	1,737	23.1%
22-24	450	12.3%	671	17.4%	1,121	14.9%
25-29	271	7.4%	664	17.2%	935	12.4%
30-34	122	3.3%	354	9.2%	476	6.3%
35-39	78	2.1%	255	6.6%	333	4.4%
40-49	91	2.5%	398	10.3%	489	6.5%
50-64	43	1.2%	150	3.9%	193	2.6%
65+	0	0.0%	26	0.7%	26	0.3%
Unk	2	0.1%	3	0.1%	5	0.1%
<b>Total</b>	<b>3,663</b>	<b>100.0%</b>	<b>3,860</b>	<b>100.0%</b>	<b>7,523</b>	<b>100.0%</b>

---

### 3. NUMBER OF STUDENTS RECEIVING FINANCIAL ASSISTANCE

---

Under each state-funded aid program, including both need-based & merit-based, both grants and loans (TAG, EOF, OSRP, Distinguished Scholars, Urban Scholars, NJSTARS and NJCLASS).

**Table II.C.3.**

<b>Financial Aid from State-Funded Programs, FY 2012</b>			
	Recipients	Dollars	\$/Recipient
<b>Federal Programs</b>			
Pell Grants	5,950	15,495,500	2,604.29
College Work Study	180	227,012	1,261.18
Perkins Loans	0	0	
SEOG	920	182,322	198.18
PLUS Loans	64	260,519	4,070.61
Stafford Loans (Subsidized)	1,509	4,411,681	2,923.58
Stafford Loans (Unsubsidized)	1,154	3,331,941	2,887.30
SMART & ACG or other	0	0	
<b>State Programs</b>			
Tuition Aid Grants (TAG)	1965	2,091,113	1,064.18
Educational Opportunity Fund (EOF)	323	217,077	672.07
Outstanding Scholars (OSRP)	0	0	
Distinguished Scholars	3	1,395	465.00
Urban Scholars	7	3,255	465.00
NJ STARS	109	290,052	2,661.03
NJCLASS Loans	21	169,178	8,056.10
<b>Institutional Programs</b>			
Grants/Scholarships	342	353,471	1,033.54
Loans	0	0	
Source: NJ IPEDS Form #41 Student Financial Aid Report			

---

### 4. PERCENT OF STUDENTS WHO ARE NEW JERSEY RESIDENTS

---

**Table II.C.4.**

<b>First-time Full Time Enrollment By State Residence, Fall 2012</b>			
State Residents	Non-State Residents	Total	% State Residents
1143	1	1144	99.9%
Source: IPEDS Fall Enrollment Survey			

## D. STUDENT OUTCOMES

## 1. GRADUATION &amp; TRANSFER RATES

Table II.D.1.a

## Fall 2009 FTFT Two Year Graduation Rate

<b>Fall 2009 Cohort</b>	1,349	
<b>Graduated after 2 years</b>	67	5.0%

Source: IPEDS Graduation Rate Survey

Table II.D.1.b.

## Fall 2009 FTFT Three Year Graduation &amp; Transfer Rate

	Cohort	Graduated		Transferred	
<b>Total</b>	1349	247	18.3%	209	15.5%
<b>White</b>	542	149	27.5%	70	12.9%
<b>Black</b>	125	11	8.8%	18	14.4%
<b>Hispanic</b>	111	11	9.9%	13	11.7%
<b>Asian</b>	49	13	26.5%	11	22.4%
<b>Alien</b>	42	5	11.9%	5	11.9%
<b>Other</b>	480	58	12.1%	92	19.2%

Source: IPEDS Graduation Rate Survey

## 2. FIRST TIME STUDENTS RETENTION RATES

Table II.D.2.

## Fall 2011 to Fall 2012

	Fall 2011 Cohort	Retained	Rate
<b>Full Time</b>	1107	699	63.1%
<b>Part Time</b>	521	215	41.3%

Source: IPEDS Fall Enrollment Survey, Part E

## E. FACULTY CHARACTERISTICS

## 1. FULL-TIME FACULTY BY RACE/ETHNICITY, SEX, AND TENURE STATUS

Table II.E.1

Fall 2012																
	White		Black		Hispanic		Asian*		Amer. Ind.		Alien		Race Unk*		Total	
	M	W	M	W	M	W	M	W	M	W	M	W	M	W	M	W
<b>TENURE</b>																
<b>Professors</b>	4	6	1	1	2										7	7
<b>Associate Prof.</b>	10	11	1			1	1								12	12
<b>Assistant Prof.</b>	8	17	1	1				1							9	19
<b>All Others</b>																
<b>TOTAL</b>	22	34	3	2	2	1	1	1							28	38
<b>W/O TENURE</b>																
<b>Professors</b>																
<b>Associate Prof.</b>																
<b>Assistant Prof.</b>	5	14						1							5	15
<b>All Others</b>	8	5													8	5
<b>TOTAL</b>	13	19						1							13	20
<b>TOTAL</b>																
<b>Professors</b>	4	6	1	1	2										7	7
<b>Associate Prof.</b>	10	11	1			1	1								12	12
<b>Assistant Prof.</b>	13	31	1	1				2							14	34
<b>All Others</b>	8	5													8	5
<b>TOTAL</b>	35	53	3	2	2	1	1	2							41	58

Source: IPEDS Human Resources Survey

\* Note: Asian includes Pacific Islanders ; and Unknown includes 2 or More Races

---

**2. PERCENTAGE OF COURSE SECTIONS TAUGHT BY FULL-TIME FACULTY**


---

**Table II.E.2**


---

**Percentage of Courses taught, Fall 2012**


---

<b>Total Course Sections</b>	<b>Full-time Faculty</b>		<b>Part-time Faculty*</b>	
<b>1214</b>	501	41.3%	713	58.7%

\*Note: Includes Full-time Administrators  
 Source: Atlantic Cape Institutional Research

---



---

**3. RATIO OF FULL-TO PART-TIME FACULTY**


---

**Table II.E.3**


---

**Ratio of Full- to Part-time Faculty, Fall 2012**


---

<b>Full-time</b>	99	22.6%
<b>Part-time</b>	339	77.4%
<b>Total</b>	438	100.0%

Source: IPEDS Human Resources Survey

---

## F. CHARACTERISTICS OF THE TRUSTEES

---

The Atlantic Cape Community College Board of Trustees is made up of fifteen (15) members. By statute, seven (7) members are appointed by the County Executive of Atlantic County with the approval of the Freeholders, and three (3) members are appointed by the Cape May County Board of Chosen Freeholders. The Executive Atlantic County Superintendent of Schools (1) and Executive Cape May County Superintendent of Schools (1) are members of the Board by statute. The Governor appoints two (2) members, one from each county. One (1) non-voting alumnus member from Atlantic or Cape May County is elected for a one-year term by each year's graduating class. The current Board membership includes ten Caucasian males, three Caucasian females, and one Hispanic female. They are active in aviation, education, healthcare, utilities, public service, law, media, real estate and community businesses.

The Board sets policy and has final authority over budgets and expenditures, and the President is responsible for internal administrative operations. The most important function of the Board is the selection, evaluation and retention of the college president. The current president is under contract, with retention and contract renewal contingent on performance/evaluation guidelines established by the Board. The Board sets the policies and procedures for the college.

Board members participate in national, state and local civic professional organizations as well as political and charitable organizations. Members understand the community college mission and the legal and fiscal duties stipulated in state statutes and state board of education regulations. They are active outside regular Board meetings, participating in legislative action relevant to community colleges.

### 1. RACE/ETHNICITY & SEX

---

**Table II.F.1**

<b>Governing Board Characteristics</b>			
	Male	Female	Total
<b>White</b>	10	3	13
<b>Black</b>			
<b>Hispanic</b>		1	1
<b>Asian</b>			
<b>Am. Indian</b>			
<b>Alien</b>			
<b>Unknown</b>	1		1
<b>Total</b>	11	4	15

---

## 2. LIST OF TRUSTEES WITH TITLES AND AFFILIATIONS

---

### ROBERT J. BOYER, CAPE MAY COUNTY

Board member since: 2000, Treasurer

Committees:

- Budget, Finance & Audit (chair)
- Long Range Planning & Capital Projects
- Personnel & Board Development

Other community involvement:

- Trustee Ambassador, NJ Council of County Colleges
- Middle After School Kare Program
- Cape May County Special Services School District Board
- Cape Cares Foundation

Employment:

- Licensed Real Estate Agent

### DAVE COSKEY, CAPE MAY COUNTY

Board member since: 2011

Committees:

- Diversity & Equity (Chair)
- Personnel & Board Development
- President Evaluation

Other community involvement:

- Atlantic City Alliance
- Atlantic City Convention & Visitors Authority
- Wetlands Institute

Employment:

- President, Longport Media, LLC.

### THOMAS J. DOWD, EXECUTIVE SCHOOL SUPERINTENDENT OF ATLANTIC COUNTY

Board member since: 2009

Committees:

- Foundation Board Liaison
- President Evaluation

Employment:

- Executive County School Superintendent for Atlantic County

### DAVID A. EVANS, STATE APPOINTEE

Board member since: 2005, Chairperson

Committees:

- Ex-officio, Academic & Student Affairs
- Ex-officio, Foundation Board Liaison
- Ex-officio, Budget, Finance & Audit
- Ex-officio, Diversity & Equity
- Ex-officio, Long Range Planning & Capital Projects
- Ex-officio, Personnel & Board Development
- Ex-officio, President Evaluation

Other community involvement:



Trustee Ambassador, NJ Council of County Colleges  
 Vietnam Veterans Association  
 Veterans of Foreign Wars  
 Galloway FSA  
 The American Legion

Employment:

Retired, Social Studies Teacher, Galloway Public Schools

HARRISON FURMAN, ALUMNI REPRESENTATIVE

Board member since: 2013

Committees:

Academic & Student Affairs  
 Foundation Board Liaison

Occupation:

Student, New George Washington University

Other community involvement

New Jersey State College Republicans

BRIAN G. LEFKE, ATLANTIC COUNTY

Board member since: 1995

Committees:

Budget, Finance & Audit  
 Long Range Planning & Capital Projects  
 President Evaluation

Other community involvement:

Executive Committee of the Association of New Jersey Recyclers  
 New Jersey Pinelands Commission  
 Somers Point Planning Board

Employment:

Vice President, Solid Waste  
 Atlantic County Utilities Authority

MARY B. LONG, CAPE MAY COUNTY

Board member since: 1998

Committees:

Academic & Student Affairs  
 Long Range Planning & Capital Projects  
 Budget, Finance & Audit  
 President Evaluation

Other community involvement:

Trustee Ambassador, NJ Council of County Colleges  
 Board Officer of C.A.R.A  
 Cape May Mental Health Board  
 Cape May Drug and Alcohol Board  
 Cape May County Advisory Commission on the Status of Women  
 Cape May Human Services Council  
 United for Peace  
 Stone Harbor Garden Club  
 Wetlands Institute  
 Cape May University Women

## Employment:

Retired Educator and Human Services Representative

ANDREW W. MELCHIORRE, STATE APPOINTEE

Board member since: 2004

## Committees:

Academic & Student Affairs (Chair)

Budget, Finance & Audit

Long Range Planning & Capital Projects

## Other community involvement:

American Red Cross

Board of Education of the Middle Township School District

NJ Supreme Court Attorney's Ethics Committee

Middle Township Board of Health

Cape Atlantic HIV/AIDS Consortium

County Alliance on Mental Health

Alcohol and Drug Abuse

Community Health Action Partnership

March of Dimes

Governor' Council on Fitness and Sports

## Employment:

Retired Health Educator

Maria Mento, Atlantic County

Board member since: 2010

## Committees:

Budget, Finance & Audit

Foundation Board Liaison (Chair)

Long Range Planning & Capital Projects

## Other community involvement:

American Red Cross (Southern New Jersey Chapter)

Rowan University Accounting Advisory Board

Women's Leadership Initiative, United Way of Atlantic County

## Employment:

Executive Vice President & Chief Financial Officer,  
Atlantic County Utilities Authority

DON PARKER, ATLANTIC COUNTY

Board member since: 2007

## Committees:

Personnel & Board Development (Chair)

Diversity & Equity

## Other community involvement:

Gilda's Club of South Jersey

United Way of Atlantic County

Atlantic/Cape May Workforce Investment Board

Atlantic City Mainland Regional Chamber of Commerce

Cape Atlantic Big Brothers and Sisters

## Employment:

Carlisle and Associates LLC, Innovative Healthcare Solutions

Adjunct Professor, Richard Stockton College

Dr. Richard Stepura, Executive School Superintendent of Cape May County

Board Member since: 2011

Committees:

Foundation Liaisons

President Evaluation

Other Community Involvement:

Adjunct Faculty, Felician University, Montclair State University, Graduate School of Education at Rutgers University

Employment:

Executive County School Superintendent of Cape May County

NICHOLAS F. TALVACCHIA, ATLANTIC COUNTY

Board member since: 2000

Committees:

Academic & Student Affairs

Budget, Finance & Audit

Other community involvement:

UNICO National Service Organization

UNICO Scholarship Foundation

New Jersey State Bar Association

Atlantic County Bar Association

Employment:

Attorney, Cooper Levenson Attorneys at Law

Adjunct Professor, Rutgers University

MARIA IVETTE TORRES, ATLANTIC COUNTY

Board member since: 2003, Vice Chair

Committees:

Academic & Student Affairs

Diversity & Equity

President Evaluation (Chair)

Other community involvement:

Trustee Ambassador, NJ Council of County Colleges

Higher Education Student Assistance Authority

Hispanic Alliance of Atlantic County

HAAC Education Committee

Employment:

Retired, Oakcrest High School, Guidance Counselor

HELEN W. WALSH, ATLANTIC COUNTY

Board member since: 2005

Committees:

Diversity & Equity

Long Range Planning & Capital Projects (Chair)

Other community involvement:

Women's Leadership Initiative, United Way of Atlantic County

Advocacy and Financial Support for Success by Six- Early Childhood Programs

Board of Directors, Atlantic Heritage Center and Volunteer

Board Member, United Way for Atlantic County  
Board Member, American Conference on Diversity, Atlantic County Chapter  
Employment:  
Retired, County Administrator

---

### 3. URLS OF WEB PAGES WITH INFORMATION ON TRUSTEES

---

<http://www.atlantic.edu/about/board/trustees.html>

## G. PROFILE OF THE INSTITUTION

---

### 1. DEGREE & CERTIFICATE PROGRAMS

---

#### ASSOCIATE IN ARTS

---

The associate in arts (A.A.) degree nomenclature is appropriate for programs in the liberal arts, humanities, or fine and performing arts; such programs are transfer-oriented. For A.A. degrees, general education courses should total no fewer than 45 semester credit hours or equivalent.

##### Associate in Arts Degree Programs

Communication

Liberal Arts

Options:

Business Administration

Child Development/Child Care

Elementary/Middle School Education

Secondary Education

History

Liberal Arts

Literature

Performing Arts

Psychology

Social Science

Sociology

Studio Art

## ASSOCIATE IN SCIENCE

---

The associate in science (A.S.) degree nomenclature is appropriate for programs in mathematics, the sciences, business, or in allied health fields if the program is intended as pre-baccalaureate work; such programs are transfer-oriented. General education courses for the A.S. degree should total no fewer than 30 semester credit hours or the equivalent.

### Associate in Science Degree Programs

Aviation Studies

Aviation Studies – Professional Pilot Option

Biomedical Science

Business Administration

Business Administration - Economics Option

Chemistry

Computer Information Systems

Computer Information Systems - Computational Science Option

Computer Information Systems – Geographic Information Systems

Criminal Justice

General Studies

Health Services

Human Services

Mathematics

Paralegal Studies

Science and Mathematics

Science and Mathematics - Biology Option

Science and Mathematics - Mathematics Option

## ASSOCIATE IN APPLIED SCIENCE

---

The associate in applied science (A.A.S.) degree nomenclature is appropriate for programs that emphasize career preparation in the applied arts and sciences, typically at the technical or semiprofessional level. Such programs are designed to prepare students for job entry at completion of the program, notwithstanding any articulation agreements with four-year programs that may be in effect for a particular A.A.S. program. General education courses shall total no fewer than 20 semester credit hours or the equivalent.

### Associate in Applied Science Degree Programs

Accounting  
Accounting - Accounting Information Systems Option  
Air Traffic Control Terminal  
Baking and Pastry  
Business Administration  
Computer Programming  
Computer Programming - Database Design and Development Option  
Computer Systems Support  
Culinary Arts  
Food Service Management  
Hospitality Management  
New Media Studies  
Nursing  
Office Systems Technology  
Office Systems Technology – Computer Applications Option  
Paralegal Studies  
Radiologic Technology  
Respiratory Therapy  
Technical Studies  
Technical Studies - Business Management Option  
Technical Studies - Computer Technician  
Technical Studies - Health Professions Option  
Technical Studies - Microsoft Certified IT Professional Option  
Technical Studies - Solar Energy Technology

## CERTIFICATE PROGRAMS

---

Certificate programs contain fewer semester credits than degree programs and certify students in a particular employment area. Credits earned through a certificate program may be applied to an associate degree in a related field or in general education. The certificate program shall consist of 30-36 semester hours, which includes general education courses of 6 semester credit hours or the equivalent.

### Certificate

Business Paraprofessional Management

Computer Security

Human Services



## PROFESSIONAL SERIES PROGRAMS

---

The Professional Series are groups of selected courses in related subject areas which provide students with entry-level skills for specific jobs. Each series can be taken on a part-time basis, with many courses being offered online. Students can complete many of the series in less than a year; others have certain sequence courses, which may take longer. Students begin and end a series at their own pace. Upon completion of a series, students receive a letter of recognition from the College. All credits earned may be applied toward an associate degree in one of Atlantic Cape's degree programs.

### Professional Series Programs

#### **Specialist**

Accounting  
 Addiction Counseling  
 Bilingual Office Assistant  
 Computer Forensics  
 Computer Security  
 Computerized Accounting  
 Educational Office  
 Geographic Information Systems Office  
 Help Desk  
 Legal Office  
 Media Production  
 Medical Office  
 Microsoft Office  
 Office Professional  
 Oracle Database and GIS  
 Oracle SQL Programming & Database Design  
 Personal Computer  
 Records and Information Management  
 Small Business Management

#### **Specialization**

Baking and Pastry  
 Catering  
 Food Service Management  
 Hot Food

#### **Professional**

Business Leadership  
 Electronic Business  
 Hospitality Marketing  
 Human Resources  
 Restaurant Supervision  
 Visual Communication  
 Web Design

#### **Other**

Android Programmer  
 Child Development Associate (CDA)  
 Civics Series  
 Commercial Pilot  
 iPhone Programmer  
 Project Management

## CONTINUING EDUCATION

---

Atlantic Cape Community College provides a wide range of educational and training programs to meet the needs of individuals and businesses in the Atlantic/Cape May region. For those new to the workforce or looking to enhance personal skills, Atlantic Cape provides learning opportunities to students at many sites throughout the two counties. Partnerships with local business and industry ensure that both the companies' need for skilled workers and the individual's need to increase skills are met. Continuing education programs and collaborations include:

### Career and Technical Training Certificate Programs

Career Training Certificate Programs prepare students for entry-level positions in a variety of demand occupations. Career Training Programs are designed to help one obtain the skills and accreditations necessary to begin a new career or change careers in a few months. Experienced teachers utilizing modern, state-of-the-art equipment provide students with a well-rounded curriculum designed to successfully obtain employment. Upon successful completion, college credit is awarded for many Career Training Programs.

### Career and Technical Training Programs

- Computer Technical Solutions Series
- A+ Certification
- Net+ Certification
- Network Administration
- CompTIA Security+ Certification
- Business Technology Specialist
- Microsoft Office 2010
- Microsoft Certified Solutions Associate (MCSA)
- CISCO Certified Network Assistant
- Digital Media Design Professional
- Small Business Bookkeeping
- Culinary Arts Program
- Geospatial Certification
- Personal Fitness Training

Atlantic Cape Community College is a Microsoft IT and Cisco Academy. Affiliation with both academies enables learning institutions to connect the world of education to the world of work by enabling faculty and students to acquire new technology skills in an academic setting. Cutting-edge curriculum and cutting-edge software tools provide students with experience in real-world challenges in the classroom environment.

### Casino Career Institute

The Casino Career Institute (CCI), located in the Worthington Atlantic City Campus at 1535 Bacharach Boulevard in Atlantic City, provides services to the people and gaming industry of Atlantic

County. It has been approved by the NJ Department of Higher Education and licensed by the NJ Casino Control Commission.

Thirty-five years ago, Atlantic Cape Community College founded CCI in response to the advent of gaming in the state of New Jersey. This resulted in CCI becoming the first gaming school in the nation affiliated with a fully accredited community college. Since that time, CCI has prepared more than 50,000 people for positions in slot technology, surveillance, security, and table games and created successful customized training programs for incumbent workers in the industry locally and nationally.

CCI graduates are recognized and employed around the world at all levels in the industry. Our instructors are recognized experts in the field and provide leading edge training supported by a high-quality and effective curriculum. CCI works closely with professionals in the industry to craft customized training and consulting services to meet employer and worker needs. CCI has become a recognized educational leader that has developed formal partnerships with other educational institutions and government agencies around the world.

#### Institute for Service Excellence

The Institute for Service Excellence (ISE) provides retail, tourism, hospitality, and other service industry employers with access to training programs that focus on the challenges of attracting and retaining a diverse and talented workforce. The Institute works closely with area employers for job placement services. The Institute is located at the Worthington Atlantic City Campus and trains workers for the high-growth hospitality and emerging retail industries. The Institute provides ESL, youth training programs, GearUP!, and retail, sales and service training to unemployed and underemployed individuals and workers seeking to advance their skills.

#### Adult Basic Skills/Literacy

The program delivers educational services for adults who lack the basic skills necessary for literate functioning, productive employment, effective parenting and citizenship in Atlantic and Cape May counties. Courses include Adult Basic Education, GED Preparation and English as a Second Language integrated with Civics Education.

#### Health Professions Institute Facility (HPI)

HPI opened in 2008 and occupies approximately 5,600 square feet of the more than 9,000 square feet of renovations on the first floor of the Worthington Atlantic City Campus. The Institute includes a science lab, lecture classrooms and a computer center. Students receive comprehensive allied and auxiliary health training for a number of health care careers, such as Surgical Technician, Certified Nurse Aide, Medical Terminology, Phlebotomy Technician, EKG, CPR, and Medical Administrative Office Specialist, Emergency Medical Technician, Certified Home Health Aid.

The Institute was funded by a \$1.2 million capital grant from the U.S. Department of Commerce and \$1.8 million in state and Atlantic County funds, plus approximately \$350,000 from the Casino Reinvestment Development Authority for the A & E expenses. The project also was backed by the Atlantic Cape May WIB Healthcare Partnerships and executives in the health care industry.

The creation of the Health Professions Institute came in response to the growing demand for skilled health care workers in the region. The Healthcare Industry is the second largest employer in Atlantic and Cape May Counties. The Health Professions Institute improves opportunities for individuals to acquire skills for these demand occupations with high wage potential, benefits and career mobility. The programs prepare students for the necessary certification exams and/or entry-level positions in their selected field as well as articulated credit in Atlantic Cape health programs.

#### Training Services for Business

Atlantic Cape's Office of Corporate Training works with area employers to provide consultation and training solutions to meet 21<sup>st</sup> century workforce challenges and opportunities. Atlantic Cape delivers customized training programs and targeted consulting services to businesses and organizations in Atlantic and Cape May counties. The Office of Corporate Training also provides comprehensive needs assessments and assistance with customized training applications to the NJ Department of Labor and Workforce Development to help our customers leverage funding for training and development programs needed to update the skills of incumbent workers.

#### Professional Development and Personal Enrichment

Atlantic Cape provides courses to meet the educational training, personal and professional development needs of Atlantic and Cape May county residents. Community education programs offer a wide range of workshops and seminars to help professionals enhance their skills or learn new ones. Atlantic Cape is a CEU and CPE provider for continuing education programs. Classes are offered evenings and weekends at all three college sites and at various locations throughout Atlantic and Cape May counties.

- Club 50 Plus offers topical workshops and seminars designed to enhance the personal, professional and social lives of senior citizens living in Atlantic and Cape May counties. The college conducts workshops at convenient locations throughout the region where participants enjoy quality instruction and state of the art facilities.
- The Green Education Institute provides education and training to realtors, contractors, construction workers, architects, electricians, designers, builders, municipal officials and those who seek an understanding of green building principles, methodologies and sustainability for professional or personal interest.

---

 2. OTHER
 

---



---

 REGIONAL ATLANTIC CAPE COLLABORATIONS
 

---

- 2012-present GEAR UP (Gaining Early Awareness and Readiness for Undergraduate Programs) Atlantic City and Pleasantville is a discretionary grant program funded by the U.S. Department of Education and administered by New Jersey Department of Higher Education. Our partners include Atlantic City Public Schools, Pleasantville Public Schools, Atlanticare, Boys and Girls Club of Atlantic City, Girl Scouts of Central and Southern New Jersey, Jersey Shore Council of the Boy Scouts of America, Rowan University-GEAR UP and GEAR UP for Success at Cumberland Community College. Its goal is to increase the number of low-income students who are prepared to enter and succeed in postsecondary education.
- 2009-2012 Geographic Information Systems (GIS) Workforce Education Project of Southern New Jersey, a partner between Atlantic Cape and various area schools, community employers and organizations.
- 2002-2007 The Borgata Resort and Spa Casino – Atlantic City Jobs and Opportunities Program, job readiness and literacy instruction.
- 2005–2013 Institute for Service Excellence Retail Skills Center with NRF, Kravco-Simon, Atlantic Cape May WIB, NJ DOL and Workforce Development, CRDA, employer partners (Macys, Target, and Ecolab, among many others). Skills Center relocated to Worthington Atlantic City Campus 2013.
- 2004 Retail Industry Potential Worker Training for 288 new workers including English as a Second Language, Job Readiness and Sales/Customer Service training.
- 2003-2006 Robert Wood Johnson New Jersey Health Initiative 3-year planning grant to enhance workforce supply of registered nurses.
- 2003-2004 US DOL Bilingual Culinary training program collaboration with Nevada Partners, Las Vegas. Training incumbent workers to move up the career ladder.
- 2001-2003 SJ HOPE – Trained and placed over 900 new workers in the hospitality industry, trained more than 1,300 incumbent workers in career ladder programs, established an employer-based technology center at Caesars Atlantic City.
- 2001 Atlantic City Partners – US DOL grant to build regional industry-wide collaboration for recruitment and placement in the hospitality industry.

- 1998-2001 Atlantic City First – 1,000 potential workers trained and placed in the area’s hospitality industry.
- 1992-present Casino Consortium – More than 30,000 incumbent workers trained in hospitality industry alone.

## H. MAJOR RESEARCH AND PUBLIC SERVICE ACTIVITIES

---

### 1. RESEARCH AND DEVELOPMENT EXPENDITURES

---

**Table II.H.1**

<b>FY2012</b>	<b>Amount (\$)</b>
<b>Federally Financed Academic R&amp;D Expenditures</b>	<b>0</b>
<b>Institutionally Financed Academic R&amp;D Expenditures</b>	<b>0</b>
<b>Total Academic R&amp;D Expenditures</b>	<b>0</b>

Note: Dollar amount as reported to the National Science Foundation (NSF) on Form #411 (Survey of Research and Development Expenditures at Colleges and Universities).

### 2. RESEARCH

---

Institutional Research, Planning and Assessment projects:

- Achieving the Dream – Student Success Goals & Interventions Assessment
- Yearly Institutional Effectiveness Assessment - Annual Outcomes Report
- High School Enrollment & Retention Report

---

### 3. PUBLIC SERVICE ACTIVITIES

---

Atlantic Cape Community College is committed to public service and community participation. During fiscal year 2013, the college was involved in the following projects.

---

#### ATLANTIC CAPE CULTURAL EVENTS JULY 1, 2012 THROUGH JUNE 30, 2013

---

#### **Atlantic Cape Foundation Charitable Events**

Atlantic Cape Community College Scramble “Fore” Scholarships Golf Tournament

Atlantic Cape Community College 30th Annual Restaurant Gala

#### **Careme’s Café Series**

Take the intimate feel of a coffee-house, add top-notch live contemporary folk/rock, mix in a light gourmet dinner and you are enjoying an evening at Careme’s Café. Since the café series first emerged in 1996, demand for tickets has grown along with the program’s reputation for really good entertainment. Only about 60 guests are admitted to each performance, so it is a good idea to buy tickets well in advance. The Café Series is held in Careme’s Café, the gourmet restaurant operated by the Academy of Culinary Arts on Atlantic Cape’s Mays Landing Campus. Academic year 2013 performances:

Silk City	April 2013
Peter Mulvey	February 2013
Tracy Grammer	January 2013
The Stray Birds	December 2012
Joseph Parsons and Todd Thibaud	October 2012

#### **Theater Productions**

Walter E. Edge Theater, serves as the center for theater and dance instruction. Each fall and spring semester, the college’s Theater and Dance programs produce a play and/or choreoproject. These productions are opened to the public. The schedule is available on line at <http://www.atlantic.edu/calendars/index.php> or by calling call (609) 625-1111, ext. 5250, for more information.

#### **Art Gallery**

The Atlantic Cape Community College Art Gallery is in the process of being moved to a renovated area under construction at the Library, D Building. The Gallery features yearly exhibition opportunities for selected regional and nationally known artists in all media. The mission of the gallery is to recognize all forms of visual art, with shows that change monthly. Call Buddy Jacobs, art gallery coordinator, (609) 625-1111, ext. 5346, for more information.



---

ATLANTIC CAPE COMMUNITY SUPPORT EVENTS JULY 1, 2012 THROUGH JUNE 30, 2013

---

### **Sandy Relief Fund for Atlantic Cape Students**

The Atlantic Cape Community College Foundation established the Sandy Relief Fund for Atlantic Cape Students to collect emergency funds for Atlantic Cape Community College students affected by Hurricane Sandy. The 425 students who applied to the Sandy Relief Fund for Atlantic Cape Students all received some funding to help off-set the costs they incurred due to storm damage.

### **Supporting Returning Local Veterans**

Atlantic Cape Community College hosted at the Walter Edge Theater the event “Supporting Those Who Serve: Helping the Returning Vet Access Healthcare, Workforce/Employment and Higher Education” sponsored by the Atlantic County Chapter of the American Conference on Diversity. The event included a panel discussion of information, tools and strategies to help transitioning veterans access the health care and educational systems as well as reintegrate into the workforce.

## I. MAJOR CAPITAL PROJECTS

---

Atlantic Cape Community College is now six years into its facilities master plan, Blue Print 2020, and continues progress towards its implementation as follows.

### Mays Landing Campus

Major projects at the Mays Landing Campus included in the college's facilities master plan Blue Print 2020 that have been completed are: Campus HVAC system renovations and replacements, renovations to J building and the Information Commons, the cleaning and re-sealing of the exteriors of all buildings, upgrade of campus lighting, and the renovation of the gymnasium into a full-service fitness center.

Currently ongoing construction project at Mays Landing is the \$16 million Science Technology Engineering and Mathematics (STEM) building. This state-of-the-art 32,475 square feet building, the centerpiece of Blue Print 2020 Master Plan, will be eligible for LEED Silver certification for its "green" design, and is expected to be completed by Fall 2014. The building will feature science labs, computer labs, office space and a partially vegetated roof with walkways. The building also will be home to the air traffic control and aviation studies degree programs and the Technology Studies Institute.

Rutgers and Atlantic Cape marked a milestone in their 6-year-old partnership with the construction by Rutgers of a 22,000-square-foot academic building on Atlantic Cape's Mays Landing Campus. Through this initiative, Atlantic Cape's students and other members of South Jersey communities will have the opportunity to locally attend Rutgers to obtain their bachelor's or master's degree program. The new \$7.5 million building, known as the Rutgers Lifelong Learning Center, Q Building, has 12 classrooms, including nine state-of-the-art "smart" classrooms, two distance-learning classrooms and a 175-seat multi-purpose room that can be divided into two classrooms. It also houses a 24-seat student computer lab, a student lounge and administrative offices.

With funds for State-approved projects through the recent general obligation bond program, a student center is planned for construction in late 2014. Both student activities as well as student success programs will take place in this building. In addition, the renovation of the main academic building as well as technology infrastructure upgrades were also approved for funding.

### Worthington Atlantic City Campus

An expansion project was completed in Spring 2008 of the Worthington Atlantic City Campus (WACC). The expansion houses the Health Professions Institute which, in conjunction with local hospitals and the Atlantic Cape Workforce Investment Board, trains workers for high demand jobs in healthcare. The 9,000-square-foot expansion includes science and computer labs, classrooms and a large lecture room.

In 2009, renovations have enhanced WACC's branch campus status, which includes a cafeteria, information commons, bookstore, student life center and bake shop. The college now offers all courses required for many degree programs.

In 2010, the conceptual design and programming for a Hospitality Studies wing was completed. It was presented to the Casino Reinvestment Development Authority for project approval and matching funds. Both Atlantic County and the CRDA have provided \$ 5 million each for the project. The approved project will incorporate teaching kitchens, a simulated casino floor and computer labs. The design was completed in 2011. Construction began in late 2012 with completion expected to be in Spring of 2014.

With funding from the State's bond program, a portion of the building will be renovated in mid-2014 to include the Student Success Center

#### Cape May County Campus

The campus has expanded its irrigation system to include a connection with the county's utilities authority to allow the use of recycled water. The final connection was completed by the Fall of 2012.

With funding from the State's bond program, a portion of the building will be renovated in mid-2014 to include the Student Success Center