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APPROVAL FORM

- 1) An approval Form must accompany each proposal.
- 2) A proposed catalogue description of the course must accompany the proposal as a separate page.
- 3) Results of all consultations must be attached to the proposal.

Proposal Title THE COMMUNITY COLLEGE CURRICULUM

Sponsor(s) Dr. Richard R. Smith/Dr. Dickinson Gardiner Dept(s) Educational Administration Curriculum and Instruction/Secondary

Check One { Course X Credit/Level/Title Change _____ Other _____
 Concentration _____ Specialization _____ Major Program _____ Certification _____

Graduate X Undergraduate _____ No. of Credits 3

REVIEWS

Department Curr. Comm.

Reviewed 3/2/79
Date

~~Approved~~
Not Approved 3/2/79
Date

John J. Sobush
Chairperson Dept. Curr. Comm. 3/13/79

Division Curr. Comm

Reviewed 4/6/79
Date

Approved
Not Approved 4/6/79
Date

M. Tomci
Chairperson Div. Curr. Comm.

Dean of Division

Reviewed 4/12/79
Date

See comments

Jane M. ...
Signature

SENATE CURRICULUM COMMITTEE

SCC # 20-11-02 Proposal Received 3/13/79 Open Hearing Held 5/2/79

Returned to the department for the following reason(s):

Approved by the Curriculum Committee: Date 5/3/79

Presented to Executive Committee of the Faculty Senate as information: Date 4/1/79

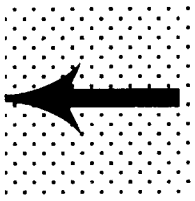
Notifications forwarded: Vice President for Academic Affairs: Date 2/1/79

John J. Sobush
Signature: Chairperson, Curriculum Committee

APPROVAL FORM

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Proposal Title ~~THE~~ COMMUNITY AND JUNIOR COLLEGE'S 9806.605

Sponsor(s) Dr. Richard R. Smith Dept. Educat. Curricula

Check One Course _____ Credit/Level/Title Change X

Concentration _____ Specialization _____ Major Program

Graduate X Undergraduate _____ No. of Credits 3

REVIEWS

Department Curr. Comm.

Reviewed 3/17/78 - 5/12/78
Date

Approved _____
Not Approved 3/17/78 - 5/12/78
Date

M. S. Clark
Chairperson Dept. Curr. Comm.

Division Curr. Comm

Reviewed 4/6/79
Date

Approved _____
Not Approved 4/6/79
Date

M. T. ...
Chairperson Div. Curr Comm.

[Signature]
Signature

SENATE CURRICULUM COMMITTEE

SCC # 78-79-44 Proposal Received 4/10/79 Open Hearing Held 5/3/79

Returned to the department for the following reason(s):

None

Approved by the Curriculum Committee: Date 5/3/79

Presented to Executive Committee of the Faculty Senate as information: Date 5/4/79

Notifications forwarded: Vice President for Academic Affairs: Date 5/9/79

[Signature]
Signature: Chairperson, Curriculum Committee

78

APPROVAL FORM

- 1) An approval Form must accompany each proposal.
- 2) A proposed catalogue description of the course must accompany the proposal as a separate page.
- 3) Results of all consultations must be attached to the proposal.

Proposal Title SEMINAR ~~IN~~ IN COMMUNITY COLLEGE TEACHING 0806.603

Sponsor(s) Dr. Richard R. Smith Educational Administration
 Dept. Curriculum and Instruction/Secondary

Check One { Course _____ Credit/Level/Title Change X Other _____

Concentration _____ Specialization _____ Major Progr _____

Graduate X Undergraduate _____ No. of Credits 3

78

REVIEWS	
Department Curr. Comm.	Division Curr. Comm
Reviewed <u>3/17/78 - 5/12/78</u> Date	Reviewed <u>4/6/79</u> Date
Approved _____ Not Approved <u>3/17/78 - 5/12/78</u> Date	Approved _____ Not Approved <u>4/6/79</u> Date
<u>[Signature]</u> Chairperson Dept. Curr. Comm.	<u>[Signature]</u> Chairperson Div. Curr Comm.
	<u>[Signature]</u> Signature

SENATE CURRICULUM COMMITTEE

SCC # 78-74-25 Proposal Received 3/13/79 Open Hearing Held 5/3/79

Returned to the department for the following reason(s):

Approved by the Curriculum Committee: Date 5/3/79

Presented to Executive Committee of the Faculty Senate as information: Date 5/9/79

Notifications forwarded: Vice President for Academic Affairs: Date 5/17/79

Signature: [Signature]
Chairperson, Curriculum Committee



APPROVAL FORM

- 1) An approval Form must accompany each proposal.
- 2) A proposed catalogue description of the course must accompany the proposal as a separate page.
- 3) Results of all consultations must be attached to the proposal.

Proposal Title SELECTED TOPICS IN COMMUNITY COLLEGE ADMINISTRATION AND SUPERVISION 0806.606

Sponsor(s) Dr. Richard R. Smith Dept. Educational Administration Curriculum and Instruction/Secondary

Check One { Course _____ Credit/Level/Title Change X Other _____
Concentration _____ Specialization _____ Major Program _____ Certification _____

Graduate X Undergraduate _____ No. of Credits 3

REVIEWS

Department Curr. Comm.

Reviewed 1/17/78 - 5/12/78
Date

Approved _____
Not Approved 3/17/78 - 5/12/78
Date

M. S. ...
Chairperson Dept. Curr. Comm.

Division Curr. Comm

Reviewed 4/6/79
Date

Approved _____
Not Approved 4/6/79
Date

M. Tom...
Chairperson Div. Curr Com

78-
4

SENATE CURRICULUM COMMITTEE

SCC # 78-79-76 Proposal Received _____ Open Hearing Held _____

Returned to the department for the following reason(s):

The C.A.E.
meeting reports

Approved by the Curriculum Committee: Date 1/3/79

Presented to Executive Committee of the Faculty Senate as information: Date 5/4/79

Notifications forwarded: Vice President for Academic Affairs: Date 5/7/79

William P. ...
Signature: Chairperson, Curriculum Committee



State of New Jersey
GLASSBORO STATE COLLEGE
GLASSBORO, NEW JERSEY 08028

March 8, 1979

TO: Faculty Senate Curriculum Committee
FROM: Dr. Richard R. Smith
RE: Request for Approval of Course Title Change Within the
M.A. Program in Junior College Teaching

0806.605 The Junior Community College

It is requested that this introductory course title be changed to Community and Junior Colleges. This request is consistent with the literature and is in accord with changes of national organizations such as the American Association of Community and Junior Colleges. This new title also reflects the emphasis of the study of the Community College.

0806.603 Internship in Junior College Teaching (1st Semester)

It is requested that this course 0806.603 be changed to Seminar in Community College Teaching. This change accurately reflects the nature of the course as it presently exists. This experience is conducted on our campus and focuses on instruction and curriculum. Its basic goal is to prepare people to enter a community college the following semester as interns. It also provides an opportunity for existing community college teachers to hone and develop existing instructional skills. The course emphasizes Micro-Teaching activities.

0806.606 Workshop in Community College Administration and Supervision

It is requested that this course title be changed to Selected Topics in Community College Administration and Supervision. This change would reflect the advanced level of the course and the seminar format.

RRS:mrc

i. Title and Sponsorship:

The Community College Curriculum
Department of Educational Administration and Curriculum and Instruction/Secondary
Dr. Richard R. Smith and Dr. Dickinson Gardiner

2. Essence:

a. Graduate

b. 3 S.H.

c. An elective within the existing Graduate Program in Community and Junior College Teaching and a requirement of the proposed consortium program with Virginia Polytechnic Institute and State University. This course will also be available to community college professors and administrators in response to the increasing demand for professional development opportunities.

d. Fall, 1979

3. Details:

a. Present staff and resources are adequate.

b. This course will enable prospective and existing community college teachers and administrators to: understand those forces which influence college curriculum development; recognize the components of a college curriculum and their relationship to the functions of the community college; understand the process of curriculum development and implementation; recognize and understand curriculum trends, practices, problems and issues.

c. A selected sample of specific objectives follows:

1. The student will be able to contrast the functions of the community college, public four-year college, private liberal arts college and the university.
2. Given a list of influences on the community college curriculum, the student will recognize the implications of each influence in relation to curriculum development.
3. The students will identify the components of a college curriculum and explain the rationale for each.
4. The students will describe and explain an appropriate process for curriculum development and revision.
5. Given a list of vocabulary words in the curriculum field, the student will be able to match them with given definitions, with 100% accuracy.
6. Given a list of functions performed in community and junior colleges, the student will select the position or division commonly responsible for each function.

7. The student will **correctly** revise a syllabus for a course in his subject area following the given general format.
8. The student will demonstrate the ability to write specific measurable objectives including the specific task, condition, and performance criterion.

d. Evaluation and Grading Procedures:

Each student will be required to complete a comprehensive final examination to demonstrate the attainment of student objectives. Students will also be required to develop a syllabus for a course in their subject area.

Evaluation will be based on the examination and quality of the syllabus developed by each student:

Syllabus	50% of grade
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Final Examination	50% of grade
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Continuous evaluation will occur in relation to established objectives of the College curriculum.

4. Topical Outline:

1. Introduction and Overview:
2. Institutional Differences: Similarities and Differences Between Role and Functions of Different Types of Colleges
3. External and Internal Forces that Shape the Curriculum
4. The Mission of the Community College
5. Learning and the Community College Student
6. The Course Syllabus: An Aid for Learning
7. Writing and Classifying Objectives
8. Components of the Curriculum
9. General Education as a Curriculum Component
10. Electives as a Curriculum Component
11. Basic Skills as a Curriculum Component
12. The Major or Concentration as a Curriculum Component
13. Education and the World of Work
14. Implementing Curriculum Policy and Change
15. Evaluation of the Student and the Course

5. Rationale:

Higher education has gone through a period of considerable change in its curricula over the past decade. Changes of substantial significance to curriculum development are taking place today in the composition and capacities of student bodies, and in the social concerns that animate students, faculty and the public. Ahead is a period of no growth for higher education. Faculty are challenged to review and evaluate curriculum in an attempt to upgrade quality while also responding to the many demands being presented to our colleges.

This course will serve existing graduate students, full-time and adjunct community college professors and administrators, and students enrolled in a program of advanced studies in consortium with Virginia Polytechnic Institute and State University.

6. Results of Consultation:

This course has been developed in consortium with an Advisory Council which consisted of Professors M. Tomei, J. Schaub, T. Gallia, D. Gardiner and R. Smith. Dr. Richard Jones, Associate Dean of Gloucester County College also served on the committee of this Advisory Council that developed this course proposal.

This course proposal was also presented before the Departments of Educational Administration and Curriculum and Instruction/Secondary Education.

7. Major Text:

The Carnegie Foundation for the Advancement of Teaching. Missions of the College Curriculum: A Contemporary Review With Suggestions. (San Francisco: Jossey-Bass, Inc., 1977).

Course Description: The Community College Curriculum, 0806.550, 3 s.h.

Trends, practices, problems, and issues in the development and implementation of community and junior college curriculum procedures and processes will be examined in relation to the functions of the two-year college, the relationship between the community college and other institutions, and the characteristics of community and junior college students.

0806.605 Community and Junior Colleges

3 S.H.

A survey of the trends related to the organization and program of the two-year college. Topics developed are origin, history and purposes of the community and junior colleges; the structure of the two-year college curriculum and its relationship to other forms of higher education; the many aspects of the two-year college student and the administrative theory and organization of the community and junior colleges.

0806.603 Seminar in Community College Teaching

3 S.H.

The primary goal of this seminar is to prepare students to teach in the community college. The literature relevant to the process of teaching and diagnosis of instruction will be reviewed and analyzed by the students. Seminar sessions will also include lectures, field trips and micro-teaching activities. This course is a prerequisite for 0806.604 Internship in Junior College Teaching.

0806.606 Selected Topics in Community College Administration and
Supervision

1-9 S.H.
(variable)

This seminar is designed to respond to existing developmental needs of community college administrators and supervisors. The number of semester hours credit assigned will be proportionate to the content of the seminar. The content of each seminar offering will be determined after an analysis of needs has been conducted. Some of the topics that would be appropriate to the seminar: Administration and Management Theory, Theories of Supervision, Community College Issues and Trends, The Application of Systems in the Community College, Collective Negotiations in Higher Education, Governance in the Community College, Faculty/Staff Developmental Programs and the Process of Evaluation.

0806.604 Internship in Junior College Teaching

3 S.H.


The major objective of this experience is to provide a comprehensive instructional experience to all interns within a cooperating community college. Each intern is assigned to a community college professor and supervised by both that cooperating professor and the Internship professor. Each intern is required to participate in six hours of academic instruction each week.

Academic Dean

I have reviewed the final documents as approved and concur with same. Budget, faculty, library allocations and Academic Support Services are adequate for immediate implementation.

I have reviewed the final documents as approved and concur with same. Budget, faculty, library allocations and Academic Support Services for the current academic year are inadequate for immediate implementation or implementation in the next fiscal year. The earliest that the proposal might be implemented would be

HEGIS TAXONOMY NUMBER: _____



Signature: Academic Dean

Date 5/1/77

Copies forwarded: Chairperson, Curriculum Committee, Department Chairperson,
Registrar

REGISTRAR

Approved course description received

Signature: Registrar

DATE _____

Vice President for Academic Affairs

Official copy and approval sheet filed

Signature: Vice President for Academic Affairs

DATE _____