Atlantic Cape Community College

Institutional Profile

September 2012

Submitted to:
The New Jersey Secretary of Higher Education
Atlantic Cape Community College is a comprehensive, student-centered institution of higher education that prepares students to live and work in the 21st 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.
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 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. 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 ........................................................................................................................................................................................... i
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 ........................................................................................................................................................................................................ 26
   H. Major Research and Public Service Activities ........................................................................................................................................ 28
      1. Research and Development Expenditures ............................................................................................................................................. 28
      2. Research ................................................................................................................................................................................................... 28
      3. Public Service Activities ..................................................................................................................................................................... 29
   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.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.

The Respiratory Care Program offered in cooperation with the University of Medicine and Dentistry of New Jersey, School of Health-Related Professions (UMDNJ-SHRP), is accredited by the Committee on Accreditation of Allied Health Education programs and Accreditation of the American Medical Association. Upon successful completion of the program, students receive a joint Associate in Applied Science degree from Atlantic Cape and UMDNJ-SHRP.

The Paralegal Studies Program is approved by 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 Foundation of the American Culinary Federation (ACF) granted accreditation to the Academy of Culinary Arts on July 12, 2008, for a three-year period.

The Hospitality Management program is accredited by the Accreditation Commission for Programs in Hospitality Administration (ACPHA), formally known as the Commission on Accreditation for Hospitality Management (CAHM).

The Surgical Technology program is accredited by The Commission on Accreditation of Allied Health Education Programs (CAAHEP) upon recommendation by the Accreditation Review Committee of Surgical Technologists.

The Certified Nurses Aid program is approved by the NJ Department of Health and Senior Services.

The Certified Home Healthaid Program for Certified Nurses Aid is approved by the NJ Board of Nursing.
B. NUMBER OF STUDENTS SERVED

1. ENROLLMENT BY ATTENDANCE STATUS

Table II.B.1.

<table>
<thead>
<tr>
<th>Attendance Status, Fall 2011</th>
<th>Num</th>
<th>Pct</th>
</tr>
</thead>
<tbody>
<tr>
<td>Full-time</td>
<td>3,827</td>
<td>50.4%</td>
</tr>
<tr>
<td>Part-time</td>
<td>3,765</td>
<td>49.6%</td>
</tr>
<tr>
<td>Total</td>
<td>7,655</td>
<td></td>
</tr>
</tbody>
</table>

Source: IPEDS Fall Enrollment Survey

2. NON-CREDIT ENROLLMENT

Table II.B.2.

<table>
<thead>
<tr>
<th>Non-Credit - FY 2011</th>
<th>Total # of Registrations¹</th>
<th>Unduplicated Headcount</th>
<th>Total Clock Hours*</th>
<th>Total FTEs²</th>
</tr>
</thead>
<tbody>
<tr>
<td>Open Enrollment</td>
<td>2,914</td>
<td>1,454</td>
<td>241,335</td>
<td>536</td>
</tr>
<tr>
<td>Customized Training</td>
<td>5,211</td>
<td></td>
<td>115,024</td>
<td>256</td>
</tr>
</tbody>
</table>

¹Includes all registrations in any course that started on July 1, 2010 through June 30, 2011
²FTEs 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.

<table>
<thead>
<tr>
<th>Unduplicated Enrollment, FY 2011</th>
<th>Headcount Enrollment</th>
<th>Credit Hours</th>
<th>FTE</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>11,219</td>
<td>171,709</td>
<td>5,724</td>
</tr>
</tbody>
</table>

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.

<table>
<thead>
<tr>
<th>Enrollment Fall, 2011</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Enrollment</td>
</tr>
<tr>
<td>7,592</td>
</tr>
</tbody>
</table>

Table II.C.1.b.

<table>
<thead>
<tr>
<th>FTFT Students in Remediation, Fall 2011</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total FTFT Students</td>
</tr>
<tr>
<td>1,107</td>
</tr>
</tbody>
</table>

Table II.C.1.c.

<table>
<thead>
<tr>
<th>FTFT Students in Remediation by Subject Area, Fall 2011</th>
</tr>
</thead>
<tbody>
<tr>
<td>Subject Area</td>
</tr>
<tr>
<td>---------------</td>
</tr>
<tr>
<td>Algebra</td>
</tr>
<tr>
<td>English/Reading/Writing</td>
</tr>
</tbody>
</table>

Source: SURE Fall Enrollment File
## Table II.C.2.a.

### Enrollment by Race/Ethnicity, Fall 2011

<table>
<thead>
<tr>
<th></th>
<th>FT</th>
<th>PT</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>White</td>
<td>1,780</td>
<td>1,866</td>
<td>3,646</td>
</tr>
<tr>
<td>Black</td>
<td>518</td>
<td>534</td>
<td>1,052</td>
</tr>
<tr>
<td>Hispanic</td>
<td>515</td>
<td>482</td>
<td>997</td>
</tr>
<tr>
<td>Asian</td>
<td>262</td>
<td>274</td>
<td>536</td>
</tr>
<tr>
<td>Am. Indian</td>
<td>24</td>
<td>12</td>
<td>36</td>
</tr>
<tr>
<td>Alien</td>
<td>67</td>
<td>57</td>
<td>124</td>
</tr>
<tr>
<td>Race Unknown</td>
<td>661</td>
<td>540</td>
<td>1,201</td>
</tr>
<tr>
<td>Total</td>
<td>3,827</td>
<td>3,765</td>
<td>7,592</td>
</tr>
</tbody>
</table>

## Table II.C.2.b.

### Enrollment by Sex, Fall 2011

<table>
<thead>
<tr>
<th></th>
<th>FT</th>
<th>PT</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Male</td>
<td>1,687</td>
<td>1,387</td>
<td>3,074</td>
</tr>
<tr>
<td>Female</td>
<td>2,140</td>
<td>2,378</td>
<td>4,518</td>
</tr>
<tr>
<td>Total</td>
<td>3,827</td>
<td>3,765</td>
<td>7,592</td>
</tr>
</tbody>
</table>

## Table II.C.2.c.

### Enrollment by Age, Fall 2011

<table>
<thead>
<tr>
<th></th>
<th>FT</th>
<th>PT</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>&lt;18</td>
<td>12</td>
<td>64</td>
<td>76</td>
</tr>
<tr>
<td>18-19</td>
<td>1,663</td>
<td>491</td>
<td>2,154</td>
</tr>
<tr>
<td>20-21</td>
<td>1,068</td>
<td>693</td>
<td>1,761</td>
</tr>
<tr>
<td>22-24</td>
<td>442</td>
<td>661</td>
<td>1,103</td>
</tr>
<tr>
<td>25-29</td>
<td>279</td>
<td>617</td>
<td>896</td>
</tr>
<tr>
<td>30-34</td>
<td>135</td>
<td>381</td>
<td>516</td>
</tr>
<tr>
<td>35-39</td>
<td>66</td>
<td>262</td>
<td>328</td>
</tr>
<tr>
<td>40-49</td>
<td>117</td>
<td>408</td>
<td>525</td>
</tr>
<tr>
<td>50-64</td>
<td>41</td>
<td>161</td>
<td>202</td>
</tr>
<tr>
<td>65+</td>
<td>4</td>
<td>27</td>
<td>31</td>
</tr>
<tr>
<td>Unk</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Total</td>
<td>3,827</td>
<td>3,765</td>
<td>7,592</td>
</tr>
</tbody>
</table>
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.

<table>
<thead>
<tr>
<th>Financial Aid from State-Funded Programs, FY 2011</th>
<th>Recipients</th>
<th>Dollars</th>
<th>$/Recipient</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>State Programs</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tuition Aid Grants (TAG)</td>
<td>1,793</td>
<td>2,241,000</td>
<td>1,249.86</td>
</tr>
<tr>
<td>Educational Opportunity Fund (EOF)</td>
<td>294</td>
<td>220,000</td>
<td>748.30</td>
</tr>
<tr>
<td>Outstanding Scholars (OSRP)</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Distinguished Scholars</td>
<td>8</td>
<td>5,000</td>
<td>625.00</td>
</tr>
<tr>
<td>Urban Scholars</td>
<td>13</td>
<td>10,000</td>
<td>769.23</td>
</tr>
<tr>
<td>NJ STARS</td>
<td>139</td>
<td>381,000</td>
<td>2,741.01</td>
</tr>
<tr>
<td>NJCLASS Loans</td>
<td>35</td>
<td>264,000</td>
<td>7,542.86</td>
</tr>
<tr>
<td><strong>Federal Programs</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Pell Grants</td>
<td>4,986</td>
<td>15,728,000</td>
<td>3,154.43</td>
</tr>
<tr>
<td>College Work Study</td>
<td>101</td>
<td>157,000</td>
<td>1,554.46</td>
</tr>
<tr>
<td>Perkins Loans</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>SEOG</td>
<td>552</td>
<td>183,000</td>
<td>331.52</td>
</tr>
<tr>
<td>PLUS Loans</td>
<td>40</td>
<td>313,000</td>
<td>7,825.00</td>
</tr>
<tr>
<td>Stafford Loans (Subsidized)</td>
<td>1,278</td>
<td>3,809,000</td>
<td>2,980.44</td>
</tr>
<tr>
<td>Stafford Loans (Unsubsidized)</td>
<td>1,043</td>
<td>2,943,000</td>
<td>2,821.67</td>
</tr>
<tr>
<td>SMART &amp; ACG or other</td>
<td>607</td>
<td>389,000</td>
<td>640.86</td>
</tr>
<tr>
<td><strong>Institutional Programs</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Grants/Scholarships</td>
<td>330</td>
<td>293,000</td>
<td>887.88</td>
</tr>
<tr>
<td>Loans</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

Source: NJ IPEDS Form #41 Student Financial Aid Report

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4. Percent of Students Who Are New Jersey Residents

Table II.C.4.

<table>
<thead>
<tr>
<th>First-time Full Time Enrollment By State Residence, Fall 2011</th>
</tr>
</thead>
<tbody>
<tr>
<td>State Residents</td>
</tr>
<tr>
<td>-----------------</td>
</tr>
<tr>
<td>1,106</td>
</tr>
</tbody>
</table>

Source: IPEDS Fall Enrollment Survey
D. STUDENT OUTCOMES

1. GRADUATION & TRANSFER RATES

Table II.D.1.a

<table>
<thead>
<tr>
<th>Fall 2008 FTFT Two Year Graduation Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall 2008 Cohort</td>
</tr>
<tr>
<td>1,065</td>
</tr>
<tr>
<td>Graduated after 2 years</td>
</tr>
<tr>
<td>21</td>
</tr>
<tr>
<td>2.0%</td>
</tr>
</tbody>
</table>

Source: IPEDS Graduation Rate Survey

Table II.D.1.b.

<table>
<thead>
<tr>
<th>Fall 2008 FTFT Three Year Graduation &amp; Transfer Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cohort, Graduated, Transferred</td>
</tr>
<tr>
<td>Total</td>
</tr>
<tr>
<td>White</td>
</tr>
<tr>
<td>Black</td>
</tr>
<tr>
<td>Hispanic</td>
</tr>
<tr>
<td>Asian</td>
</tr>
<tr>
<td>Other</td>
</tr>
</tbody>
</table>

Source: IPEDS Graduation Rate Survey

2. FIRST TIME STUDENTS RETENTION RATES

Table II.D.2.

<table>
<thead>
<tr>
<th>Fall 2010 to Fall 2011</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall 2010 Cohort, Retained, Rate</td>
</tr>
<tr>
<td>Full Time</td>
</tr>
<tr>
<td>1,395</td>
</tr>
<tr>
<td>866</td>
</tr>
<tr>
<td>62.1%</td>
</tr>
<tr>
<td>Part Time</td>
</tr>
<tr>
<td>532</td>
</tr>
<tr>
<td>206</td>
</tr>
<tr>
<td>38.7%</td>
</tr>
</tbody>
</table>

Source: IPEDS Fall Enrollment Survey, Part E
### E. FACULTY CHARACTERISTICS

#### 1. Full-Time Faculty By Race/Ethnicity, Sex, and Tenure Status

<table>
<thead>
<tr>
<th></th>
<th>Fall 2011</th>
</tr>
</thead>
<tbody>
<tr>
<td>TENURE</td>
<td></td>
</tr>
<tr>
<td>Professors</td>
<td>4</td>
</tr>
<tr>
<td>Associate Prof.</td>
<td>10</td>
</tr>
<tr>
<td>Assistant Prof.</td>
<td>9</td>
</tr>
<tr>
<td>All Others</td>
<td>0</td>
</tr>
<tr>
<td>TOTAL</td>
<td>23</td>
</tr>
<tr>
<td>W/O TENURE</td>
<td></td>
</tr>
<tr>
<td>Professors</td>
<td>0</td>
</tr>
<tr>
<td>Associate Prof.</td>
<td>0</td>
</tr>
<tr>
<td>Assistant Prof.</td>
<td>6</td>
</tr>
<tr>
<td>All Others</td>
<td>10</td>
</tr>
<tr>
<td>TOTAL</td>
<td>16</td>
</tr>
<tr>
<td>TOTAL</td>
<td></td>
</tr>
<tr>
<td>Professors</td>
<td>4</td>
</tr>
<tr>
<td>Associate Prof.</td>
<td>10</td>
</tr>
<tr>
<td>Assistant Prof.</td>
<td>15</td>
</tr>
<tr>
<td>All Others</td>
<td>10</td>
</tr>
<tr>
<td>TOTAL</td>
<td>39</td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th>Total Course Sections</th>
<th>Full-time Faculty</th>
<th>Part-time Faculty*</th>
</tr>
</thead>
<tbody>
<tr>
<td>2645</td>
<td>46.0</td>
<td>54.0</td>
</tr>
</tbody>
</table>

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

3. Ratio of Full-to Part-Time Faculty

Table II.E.3

<table>
<thead>
<tr>
<th>Ratio of Full- to Part-time Faculty, Fall 2011</th>
</tr>
</thead>
<tbody>
<tr>
<td>Full-time</td>
</tr>
<tr>
<td>Part-time</td>
</tr>
<tr>
<td>Total</td>
</tr>
</tbody>
</table>

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 nine Caucasian males, three Caucasian females, one African-American male, and two Hispanic females. They are active in education, healthcare, utilities, public service, law, banking, hospitality, industry, 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>
<thead>
<tr>
<th></th>
<th>Male</th>
<th>Female</th>
<th>Total</th>
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</thead>
<tbody>
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<td>3</td>
<td>13</td>
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<tr>
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</tr>
<tr>
<td>Am. Indian</td>
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<td></td>
<td></td>
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<tr>
<td>Alien</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Unknown</td>
<td></td>
<td></td>
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<tr>
<td><strong>Total</strong></td>
<td>11</td>
<td>4</td>
<td>15</td>
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2. List of Trustees with Titles and Affiliations

ROBERT J. BOYER, CAPE MAY COUNTY
Board member since: 2000, Chairperson
Committees:
  - Ex Officio, Academic & Student Affairs
  - Ex Officio, Foundation Liaisons
  - Ex Officio, Budget, Finance & Audit
  - Ex Officio, Diversity, Equity & Community Service
  - 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
  - Middle After School Kare Program
  - Cape May County Special Services School District Board
  - Cape Cares Foundation
Employment:
  - Retired, Executive Vice President and Chief Operating Officer, Cape Bank

DAVE COSKEY, CAPE MAY COUNTY
Board member since: 2011
Committees:
  - Budget, Finance & Audit
  - Diversity, Equity & Community Service
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:
  - President Evaluation
Employment:
  - Executive County School Superintendent for Atlantic County

DAVID A. EVANS, STATE APPOINTEE
Board member since: 2005, Vice Chair
Committees:
  - Chair, President Evaluation
  - Academic & Student Affairs
  - Personnel & Board Development
Other community involvement:
  - Trustee Ambassador, NJ Council of County Colleges
  - Vietnam Veterans Association
Veterans of Foreign Wars
Galloway FSA
The American Legion

Employment:
Social Studies Teacher, Galloway Public Schools

BRIAN FERRANTE, ALUMNI REPRESENTATIVE
Board member since: 2011
Committees:
Academic & Student Affairs

Occupation:
Student, New Jersey City University

BRIAN G. LEFKE, ATLANTIC COUNTY
Board member since: 1995
Committees:
Budget, Finance & Audit
Long Range Planning & Capital Projects

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 & Authority Board Secretary,
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

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:
  Chair, Academic & Student Affairs
  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’s Council on Fitness and Sports
Employment:
  Retired Health Educator

Maria Mento, Atlantic County
Board member since: 2010
Committees:
  Budget, Finance & Audit
  Personnel & Board Development
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:
  Chair, Personnel & Board Development
  Foundation Liaison
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
ERIC REYNOLDS, ATLANTIC COUNTY
Board member since: 2003
Committees:
  Chair, Foundation Liaisons
  Personnel & Board Development
  President Evaluation
Other community involvement:
  Metropolitan Business and Citizens Assoc. Board
  Advisory Committee, Nontraditional Career Resource Center at Rutgers University
  American Conference on Diversity Board
  NJ State Education & Training Commission’s Council on Gender Parity in Labor & Education
  Atlantic Cape May Workforce Investment Board
  First Tee of Greater A.C. (formerly-Urban Youth Golf Program)
  Egg Harbor Township Golf Corporation Board
Employment:
  Vice President, Community & Employment Initiatives,
  Borgata Hotel Casino & Spa

Dr. Richard Stepura, Executive School Superintendent of Cape May County
Board Member since: 2011
Committees:
  Foundation Liaisons
  Personnel & Board Development
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:
  Budget, Finance & Audit
  Long Range Planning & Capital Projects
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, Treasurer
Committees:
  Chair, Budget, Finance & Audit
Academic & Student Affairs
Diversity, Equity & Community Service

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:
  Chair, Diversity, Equity & Community Service
  Chair, Long Range Planning & Capital Projects
  Budget, Finance & Audit

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 - Liberal Arts Option

Business Administration
Child Development/Child Care
Communication
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

Business Administration
Business Administration - Economics Option
Computer Information Systems
Computer Information Systems - Computational Science Option
Computer Information Systems – Geographic Information Systems
Criminal Justice
General Studies
Human Services
Paralegal Studies
Science and Mathematics
Science and Mathematics - Biology Option
Science and Mathematics - Chemistry 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
Business Administration
Computer Programming
Computer Programming - Database Design and Development Option
Computer Systems Support
Computer Systems Support - Digital Media Production Support
Computer Systems Support - Web Technologies Option
Culinary Arts
Culinary Arts - Baking and Pastry Option
Food Service Management
Hospitality Management
New Media Studies
Nursing
Office Systems Technology
Office Systems Technology - Computing for Small Business Option
Paralegal Studies
Respiratory Therapy
Technical Studies
Technical Studies - Business Management Option
Technical Studies - Computer Technician
Technical Studies - Health Professions Option
Technical Studies - Microsoft Certified Systems Engineer 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
- Computing for Small Business
- Desktop Publishing
- Educational Office
- Geographic Information Systems Office
- Help Desk
- Legal Office
- Media Production
- Medical Office
- Microsoft Office
- Multimedia
- Office Assistant
- Office Automation
- Office Professional
- Office Receptionist
- 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**
- Child Development Associate (CDA)
- Civics Series
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 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 most Career Training Programs.

Career Training Programs

- Computer Technical Solutions Series
- A+ Certification
- Net+ Certification
- Network Administration
- Microsoft Office 2007 with Quickbooks
- Microsoft Certified IT Professionals (MCITP)
- CISCO Certified Network Assistant
- Web Design Professional
- Bookkeeping with Computer Applications
- Office Technology Specialist
- Culinary Arts Program
- Geospatial Certification

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.

More than thirty 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.

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

In March 2007, the Institute for Service Excellence opened as an Atlantic Cape partnership with the New Jersey Department of Labor and Workforce Development, the Atlantic Cape May Workforce Investment Board (WIB), the National Retail Federation, the Casino Reinvestment Development Authority, and Kravco-Simon Development Company. 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 4403 Black Horse Pike on the second floor in the Hamilton Mall and trains workers for the high-growth hospitality and emerging retail industries. The Institute includes two classrooms, a computer lab, conference room, resource room and offices. The Institute provides ESL and retail, sales and service training to unemployed and underemployed individuals and workers seeking to advance their skills. The Institute is a licensed testing site for the National Certification in Customer Service.

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, Clinical Medical Assistant and Medical Administrative Office Specialist.

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. By 2010, there were expected to be health care jobs created in New Jersey, according to the NJ Department of Labor and Workforce Development. Nearly 10 percent of all workers in Atlantic and Cape May counties will be employed in the health care sector. 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 delivers training programs and targeted consulting to businesses and organizations in Atlantic and Cape May counties, and helps employers meet the demands of an increasingly challenging and competitive market. Any professional development course or computer workshop offered by Atlantic Cape can be customized to an organization’s specifications. 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.

Professional Development and Personal Enrichment

Atlantic Cape provides courses to meet the educational training and 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. Personal enrichment classes are offered; from learning the latest dance moves to buying a computer or mastering the newest software applications. Classes are offered evenings and weekends at all three college sites and at various locations throughout Atlantic and Cape May counties.

• Club 60 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.
Tech Prep Program

The Tech Prep program is designed to provide students continuity of learning and educational opportunities. It combines secondary and post-secondary education programs, through a formal articulation agreement, providing a program of studies leading to an associate degree. In addition, it focuses on the design of a strong academic and technical secondary program preparing high school students to continue their education at a two-year college. The procedure to be followed and the criteria for eligibility have been established and agreed upon by the participating schools.

The Atlantic Cape policy requires that high school students complete assigned course work at a designated mastery level. The courses will be applied to the specific degree program in which they were articulated. The credits are applied to the student’s transcript immediately upon matriculation to the degree program. Programs in which courses have been articulated are: Accounting, Allied Health, Child Development/Child Care, Computer Information Systems, Criminal Justice, Culinary Arts, Hospitality Management and Office Systems Technology.
2. OTHER

REGIONAL ATLANTIC CAPE COLLABORATIONS

2009-present  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–present Institute for Service Excellence with NRF, Kravco-Simon, Atlantic Cape May WIB, NJ DOL and Workforce Development, CRDA, employer partners (Macys, Target, and Ecolab, among many others).


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.
Regional/Global Collaborations (Casino Career Institute)

- Jamaica Gaming, Betting & Lotteries Commission – Train the Trainer
- St. Claire College, Ontario – Train the Trainer, curriculum purchase
- Blackpool & The Fylde College, UK – Advisory and consulting services
- Macao Tourism & Casino Career Centre, China – Train the Trainer, Curriculum Lease, Joint Certificates, Online courses
- Barbados Department of Commerce and Consumer Affairs – Games Protection Training
- Delaware Technical & Community College – Curriculum Lease
- Northampton Community College – Curriculum Lease, Train the Trainer
- Pennsylvania Department of Labor and Industry – Develop Curriculum Guidelines for PA table games
- West Virginia State Community and Technical College – Curriculum Lease, Train the Trainer
H. MAJOR RESEARCH AND PUBLIC SERVICE ACTIVITIES

1. RESEARCH AND DEVELOPMENT EXPENDITURES

Table II.H.1

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<th>FY2011</th>
<th>Amount ($)</th>
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<td>Federally Financed Academic R&amp;D Expenditures</td>
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<tr>
<td>Institutionally Financed Academic R&amp;D Expenditures</td>
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<tr>
<td>Total Academic R&amp;D Expenditures</td>
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</tbody>
</table>

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:

- Strategic Plan for 2012-2016
- Annual Outcomes Report
- Revised e-Surveys to align with Strategic Plan
  - Satisfaction e-Survey to graduating students
  - Graduation Alumni e-Survey
  - Facilities e-Survey (Students and Staff)
- Institutional Performance Measures published online
- Fact Book
- High School Enrollment & Retention Report
### Public Service Activities

Atlantic Cape Community College is committed to public service and community participation. During fiscal year 2012, the college was involved in the following projects.

#### Atlantic Cape Cultural Events July 1, 2011 through June 30, 2012

**Atlantic Cape Foundation Charitable Events**

- Atlantic Cape Community College Scramble “Fore” Scholarships Golf Tournament
- Atlantic Cape Community College 29th 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.

- Dulcie Taylor   April 2012
- John Byrne     February 2012
- Patty Blee     January 2012
- Suzie Brown    December 2011
- John Francis   November 2011

**Theater Productions**

Each fall and spring semester, the college’s On the Edge Players produce a play. Tickets are about $7 for adults, $4 for students and seniors. Call (609) 625-1111, ext. 5250, for more information.

**Art Gallery**

The Atlantic Cape Community College Art Gallery features 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.
I. MAJOR CAPITAL PROJECTS

Atlantic Cape Community College completed several capital projects in addition to renovations. In addition, the college is now five years into its facilities master plan, Blue Print 2020, and has begun progress towards its implementation.

Mays Landing Campus

All major HVAC systems at the Mays Landing Campus have been renovated or replaced. Older equipment has been replaced with modern energy-efficient units throughout the campus. This $1.8 million project will result in operational improvements and energy efficiency.

Other projects at the Mays Landing Campus included in the college’s facilities master plan Blue Print 2020 that were completed: renovations to J building and the Information Commons, design of the STEM building, construction of the Rutgers academic building, HVAC improvements in the theater, 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.

The $16 million STEM building will house new science, computer and aviation labs. To be completed by Spring 2014, this 32,000 square foot building will be LEED Silver Certified.

Worthington Atlantic City Campus

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 will provide $5 million each for the project. The approved project will incorporate teaching kitchens, a simulated casino floor and computer labs. The design will be completed in 2011. Construction will begin in late 2012 with completion in Spring of 2014.

An expansion project was completed in Spring 2008 of the Worthington Atlantic City Campus. The expansion houses the Health Professions Institute which, in conjunction with local hospitals and the Atlantic Cape Workforce Investment Board, will train 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 its 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.

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 will be completed by the Fall of 2012.