



Brookdale Community College



ANNUAL INSTITUTIONAL PROFILE

*Planning, Assessment and Research
September 2012*

Preface

Each of New Jersey's 31 public institutions of higher education is required to submit an annual report to New Jersey Higher Education that addresses several performance indicators. Submission of this report, entitled the Annual Institutional Profile (AIP), fulfills the 1994 Higher Education Restructuring Act mandate to "prepare and make available to the public an annual report on the condition of the institution." The form and content of the AIP is established by New Jersey Higher Education. The Appendix contains the specific form and content required for the 2012 Profiles.

The Annual Institutional Profiles include a wide variety of Indicators such as accreditation status, number of credit and noncredit students served, academic preparedness of entering students, number of degrees conferred, graduation, transfer and retention rates, percentage of course sections taught by full-time faculty, characteristics of the Board of Trustees (e.g., race/ethnicity and affiliation), research and public service activities, degree and certificate programs offered, and major capital projects in fiscal year 2012.

As such, Brookdale's Annual Institutional Profile provides a summary of many of our fiscal year 2012 accomplishments and contributions to our community. We present this report to New Jersey Higher Education and to our public constituencies with the hope that this material will be informative and useful.



Dr. Maureen Murphy
President

**BROOKDALE COMMUNITY COLLEGE
ANNUAL INSTITUTIONAL PROFILE
2012**

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SECTION A ACCREDITATION STATUS

INSTITUTIONAL ACCREDITATION

Brookdale Community College is accredited by the Commission on Higher Education of the Middle States Association of Colleges and Schools, the accrediting agency for all colleges in the mid-Atlantic region. The Commission on Higher Education is an institutional accrediting agency recognized by the U.S. Secretary of Education and the Commission on Recognition of Postsecondary Accreditation. Accreditation status is reviewed every five years and re-accreditation occurs at ten-year intervals.

Brookdale was awarded an unqualified accreditation from the Middle States Visiting Team in Spring 2008. In addition to achieving complete fulfillment of all 14 standards of *The Characteristics of Excellence*, the visiting team commended Brookdale's leadership for encouraging and supporting a culture of engagement and assessment. The College was also issued commendations for clearly integrating the planning and assessment processes so that the results of assessment are used to develop plans to improve teaching, learning and institutional effectiveness.

Brookdale is certified by the State of New Jersey and the United States Department of Education to grant associate degrees to students who complete formal programs of study. All of Brookdale's A.A., A.F.A., A.S., A.A.S., and Certificate programs are approved by the New Jersey Commission on Higher Education.

PROFESSIONAL ACCREDITATION

The Nursing Program (A.A.S.) is accredited by the National League for Nursing Accrediting Commission and by the State of New Jersey, Department of Law & Public Safety, Division of Consumer Affairs, Board of Nursing.

The Radiologic Technology (A.A.S.) program is accredited by the Joint Review Committee on Education in Radiologic Technology (JRCERT).

The Respiratory Therapy Program (A.A.S.) is accredited by the Commission on Accreditation for Respiratory Care (CoArc).

PROGRAM APPROVAL OR CERTIFICATION

The GM-ASEP and Toyota T-Ten options of the Automotive Technology program are certified by the National Automotive Technicians Foundation (NATEF).

The Paralegal Studies Program (A.A.S.) is approved by the American Bar Association, Standing Committee on Legal Assistants.

SECTION B NUMBER OF STUDENTS SERVED

1. How many full and part time credit students were enrolled in Fall 2011?

<i>Student Status</i>	<i>Headcount</i>	<i>Percent of Total</i>
Full-time	8,278	55.4%
Part-time	6,674	44.6%
Total	14,952	100.0%

2. How many non-credit students were served in FY 2011?

There were almost 15,000 registrations (**14,832**) in Brookdale non-credit open-enrollment courses in FY 2011, representing **9,668 different individuals**. Roughly 4 out of every 10 enrollments (5,426 or 36.6%) were in career-oriented or vocational courses and just over six out of 10 (9,406 or 63.4%) registrations were in leisure or recreational courses. The 14,832 registrants in non-credit open-enrollment courses enrolled for more than 370,000 clock hours or 825 FTEs.

Course Type	Registrations	Course Category	Total Clock Hours
ABE / GED	880	Career	50,155
Sports Camps	534	Recreational	10,791
Fitness Center	1,217	Recreational	98,286
Open Enrollment - Career	4,546	Career	134,827
Open Enrollment - Recreation	7,655	Recreational	77,210
Total	14,832		371,269

There were also **3,667** registrations in courses offered through Contracted Services in FY 2011. Two hundred and thirty-seven courses were delivered to **85 different companies**, resulting in 60 training FTEs. In addition, there were **4,706** registrations in courses offered through Contracted Services to local schools. One hundred and six course sections were delivered to **82 different schools**, resulting in 40 FTEs.

3. How many credit students enrolled in Fiscal Year 2011?

The unduplicated credit enrollment for FY 2011 was 22,446. These students enrolled for a total of 360,784 credits or 12,026.1 FTEs between the Summer III 2010 term and the Summer II 2011 term.

SECTION C CHARACTERISTICS OF UNDERGRADUATE STUDENTS

BASIC SKILLS TESTING AND REMEDIATION

1. What Basic Skills Placement Test does Brookdale use? What criteria are used for selecting test takers?

Brookdale Community College uses the ACCUPLACER computerized adaptive placement test (CPT) to assess the preparedness of new students. The minimum and maximum possible scores on each subject test range from 20 through 120. All new degree students must take the Basic Skills Placement Test. Waivers of testing are available to the following students: (1) Those who have completed at least 24 college level credits with a grade of “C” or better. The 24 credits must include English composition and a mathematics course higher than elementary algebra. (2) Those who have taken the ACCUPLACER or New Jersey Basic Skills Test at another New Jersey college. (3) Those with a four-year degree from an accredited college. (4) Those who have scored above 540 on the SAT Verbal test and above 530 on the SAT Quantitative test. (5) Non-native speakers of English. (6) Individuals 65 and older.

2. How many Fall 2011 students were enrolled in one or more Basic Skills courses?

Of the 14,952 students enrolled in Fall 2011, 3,983 (26.6%) were enrolled in at least one Basic Skills course.

3. How many first-time, full-time (FTFT) degree-seeking students were enrolled in Basic Skills courses in Fall 2011?

Of the 2,633 first-time, full-time, degree-seeking students enrolled in Fall 2011, 1,879 (71.4%) were enrolled in at least one Basic Skills course.

4. How many and what percent of Fall 2011 FTFT degree-seeking students were enrolled in Basic Skills courses by subject area?

**Number and Percent out of All FTFT
Degree-Seeking Students (2,633)**

Subject Area:	N	%
Computation	1,195	45.4
Algebra	522	19.8
Reading	959	36.4
Writing	832	31.6

STUDENT DEMOGRAPHICS

1. What was the head count and percent by ethnicity and student status in Fall of 2011?

ETHNICITY

STUDENT STATUS	NRA*		Black		AI/AN		Asian/PI		Hispanic		White		Unknown		TOTAL
	N	%	N	%	N	%	N	%	N	%	N	%	N	%	
Full Time	99	1.2	788	9.5	24	0.3	267	3.2	944	11.4	5,847	70.6	309	3.7	8,278
Part Time	13	0.2	683	10.2	15	0.2	319	4.8	723	10.8	4,618	69.2	303	4.5	6,674
TOTAL	112	0.7	1,471	9.8	39	0.3	586	3.9	1,667	11.1	10,465	70.0	612	4.1	14,952

*Non-Resident Aliens

2. What was the headcount and percent by gender and student status in Fall 2011?

GENDER

STUDENT STATUS	Male		Female		Total N
	N	%	N	%	
Full Time	4,362	52.7	3,916	47.3	8,278
Part Time	2,568	38.5	4,106	61.5	6,674
TOTAL	6,930	46.3	8,022	53.7	14,952

3. What is the age breakdown of the Fall 2011 student body?

FULL VS PART TIME STATUS

AGE CATEGORY	Full Time		Part Time		Total N
	N	%	N	%	
Less than 18	144	1.8	520	5.9	664
18 – 19	4,275	51.6	713	10.2	4,988
20 – 21	2,148	25.9	1,127	15.3	3,275
22 – 24	779	9.4	1,214	17.8	1,993
25 – 29	417	5.0	923	15.9	1,340
30 – 34	174	2.1	520	7.9	694
35 – 39	79	1.0	394	6.6	473
40 – 49	116	1.4	639	11.1	755
50 – 64	65	0.8	368	6.1	433
65 and Over	2	0.0	130	2.0	132
Unknown	79	1.0	126	1.2	205
Total	8,278	100.0	6,674	100.0%	14,952

FINANCIAL AID

1. To what degree is your institution accessible to students of all economic backgrounds? Use FY11 Data.

<i>Type of Financial Aid</i>	<i>Number of Recipients</i>	<i>Total Amount Awarded</i>	<i>Average Amount Awarded Per Recipient</i>
State Programs			
Tuition Aid Grant (TAG)	2,514	\$3,988,000	\$1,586.32
Educational Opp. Fund (EOF)	383	324,000	845.95
Distinguished Scholars	9	6,000	666.67
Urban Scholars	8	6,000	750.00
NJCLASS Loans	13	47,000	3,615.38
NJ STARS	246	765,000	3,109.76
State Programs Total:		\$5,136,000	
Federal Programs			
Pell Grants	5,084	\$17,548,000	\$3,451.61
College Work Study	97	173,000	1,783.51
SEOG	857	284,000	331.39
SMART & ACG or other	615	463,000	752.85
Stafford Loans (Subsidized)	2,771	8,048,000	2,904.37
Stafford Loans (Unsubsidized)	2,214	5,857,000	2,645.44
PLUS Loans	28	117,000	4,178.57
Federal Programs Total:		\$32,490,000	
Institutional Programs			
Grants / Scholarships	510	\$311,000	\$609.80
Institutional Programs Total:		\$311,000	
Total All Programs FY11:		\$37,937,000	

*Source: NJ IPEDS Form #41 Student Financial Aid Report

RESIDENCY

1. What percentage of the student body are New Jersey Residents?

- Among Brookdale's 14,952 Fall 2011 students, 14,763 (or **98.7%**) were New Jersey residents. Of these, 13,376 (or **90.6%**) were Monmouth County residents.
- Among Fall 2011 first-time, full-time degree-seeking freshman (2,633), **99.0%** (or 2,606) were New Jersey residents, of whom 2,302 (or **88.3%**) were living in Monmouth County.

SECTION D STUDENT OUTCOMES – GRADUATION, RETENTION AND TRANSFER

1. What percentage of full-time freshmen graduate or transfer within 3 years?

The figures below reflect **3-year** graduation and transfer rates for first-time, full-time matriculated students. The transfer rates include National Student Clearinghouse data on transfers to most baccalaureate-granting institutions. The reported transfer rates refer only to those students who *did not* graduate within 150% of time to degree completion. More specifically, if a student graduated within three years and then transferred to another institution, (s)he would be identified only in the graduation rate and not the transfer rate. The data below have been reported on the annual Federal Graduation Rate Survey (GRS). On the Graduation Rate Survey, students have until the end of the Summer of their 3rd year to either graduate or transfer to another institution (i.e., members of the Fall 2008 cohort had until the end of Summer 2011 to graduate or transfer).

1998 – 2008 Entering Cohorts:

Entering Cohort	Total in Cohort	Graduates within 3 years	Graduation Rate	Transfers (non graduates)	Transfer Rate	Combined Graduates + Transfers	Combined Graduation + Transfer Rate
1998	1,712	276	16.1%	324	18.9%	600	35.0%
1999	1,920	343	17.9%	376	19.6%	719	37.4%
2000	1,913	342	17.9%	351	18.3%	693	36.2%
2001	2,031	380	18.7%	395	19.4%	775	38.2%
2002	2,128	400	18.8%	363	17.1%	763	35.9%
2003	2,327	402	17.3%	460	19.8%	862	37.0%
2004	2,522	424	16.8%	501	19.9%	925	36.7%
2005	2,667	536	20.1%	542	20.3%	1,078	40.4%
2006	2,782	600	21.6%	525	18.9%	1,125	40.4%
2007	2,956	602	20.4%	603	20.4%	1,205	40.8%
2008	3,094	627	20.3%	577	18.6%	1,204	38.9%

2. What are Brookdale’s three-year graduation and transfer rates by ethnic group for the Fall 2008 entering cohort of first-time, full-time freshman?

Ethnic Group	Total in Cohort	Graduates within 3 years	Graduation Rate	Transfers (non graduates)	Transfer Rate	Combined Graduates + Transfers	Combined Graduation + Transfer Rate
White	2,348	530	22.6%	435	18.5%	965	41.1%
Black	262	16	6.1%	42	16.0%	58	22.1%
Hispanic	261	32	12.3%	49	18.8%	81	31.0%
Asian	98	25	25.5%	31	31.6%	56	57.1%
NRA	17	4	23.5%	2	11.8%	6	35.3%
Other	108	20	18.5%	18	16.7%	38	35.2%
Total	3,094	627	20.3%	577	18.6%	1,204	38.9%

*Other includes American Indian and Unknowns

3. What are Brookdale’s two- and three- year graduation rates for the Fall 2004 – Fall 2008 entering cohorts of first-time, full-time freshman?

Entering Cohort	Total	Graduate After Two Years		Graduate After Three Years	
		N	%	N	%
2008	3,094	235	7.6%	627	20.3%
2007	2,956	228	7.7%	602	20.4%
2006	2,782	231	8.3%	600	21.6%
2005	2,667	222	8.3%	536	20.1%
2004	2,522	165	6.5%	424	16.8%

4. What is the third-semester (Fall to Fall) retention rate for first-time, full-time students, degree-seeking students?

Full-Time Entering Cohort	Total	Number and Percent Retained in Third Semester		Third Semester
		N	%	
Fall 2010	3,056	2,045	66.9%	Fall 2011
Fall 2009	3,145	2,172	69.1%	Fall 2010
Fall 2008	3,094	2,203	71.2%	Fall 2009
Fall 2007	2,956	2,086	70.6%	Fall 2008
Fall 2006	2,782	1,901	68.3%	Fall 2007

5. What is the third-semester (Fall to Fall) retention rate for first-time, part-time students, degree-seeking students?

Part-Time Entering Cohort	Total	Number and Percent Retained in Third Semester		Third Semester
		N	%	
Fall 2010	517	216	41.8%	Fall 2011
Fall 2009	451	228	50.6%	Fall 2010
Fall 2008	498	242	48.6%	Fall 2009
Fall 2007	420	192	45.7%	Fall 2008
Fall 2006	454	209	46.0%	Fall 2007

6. How many degrees were awarded to the graduating Class of 2011 (by ethnicity and degree type)?

AWARDS	NRA*		Black		AI/AN		Asian/PI		Hispanic		White		Unknown		TOTAL
	N	%	N	%	N	%	N	%	N	%	N	%	N	%	
Certificates	0	0.0	4	6.1	0	0.0	2	3.0	5	7.6	53	80.3	2	3.0	66
Associates	25	1.3	140	7.2	2	0.1	80	4.1	147	7.6	1508	77.5	44	2.3	1,946
TOTAL	25	1.2	144	7.2	2	0.0	82	4.1	152	7.6	1561	77.6	46	2.3	2,012

*Non-Resident Alien

7. What percentage of the Class of 2011 were female? Male?

AWARDS	Men		Women		TOTAL
	N	%	N	%	
Certificates	20	30.3	46	69.7	66
Associates	872	44.8	1,074	55.2	1,946
TOTAL	892	44.3	1,120	55.7	2,012

8. How does Brookdale rank, nationally, in terms of degree production?

- Brookdale is consistently among the top 100 associate degree producing institutions in the nation. The June 11, 2012 edition of *Community College Week* recently ranked Brookdale 57th (awarding 1,946 associate degrees to the Class of 2011). Brookdale was the #2 associate-degree producing college in New Jersey, falling behind Bergen Community College, which awarded 1,953 associate degrees to its Class of 2011.
- In terms of specific associate-degree programs, Brookdale ranked **6th nationally in production of Education degrees (252)**; **18th** in production of business, management, and marketing and related support services degrees (440); **15th** in production of Criminal Justice and Corrections degrees (143); **20th** in the related category of Homeland Security, Law Enforcement, Firefighting & Protective Services Degrees (143), and **37th** in degrees earned in Communication Technologies / Technicians and Support Services (23). Brookdale ranks #1 in New Jersey in the production of Associate Degrees in Education (252), Business, Management, and Marketing, etc. (440), and Criminal Justice (143)

9. How many degrees / certificates were awarded to the Class of 2011 by General Field?

<i>IPEDS CIP Code Major Category</i>	<i>Certificates Awarded</i>	<i>Associates Awarded</i>	<i>Total</i>
01 Agriculture	10	0	3
04 Architecture	0	3	3
10 Communication Tech	0	23	23
11 Computer and Information Sciences	0	32	32
12 Personal and Culinary Services	26	31	57
13 Education	0	252	252
14 Engineering	0	15	15
15 Engineering Technologies	0	39	46
22 Legal Professions	21	21	42
24 Liberal Arts / Sciences	2	295	297
30 Multi / Interdisciplinary Studies	0	119	119
43 Homeland Security / Law Enforcement	0	143	143
44 Public Administration	0	4	4
45 Social Sciences	0	298	298
46 Construction Trades	0	17	17
47 Mechanic / Repair Technologies	1	0	1
50 Visual / Perform Arts	0	21	21
51 Health Professions	2	193	161
52 Business / Management	4	440	444
Total:	66	1,946	2,012

10. What percentage of degrees are conferred annually by academic discipline? What is the percentage for the past five years?

- The table on page 10 contains the number and percent of degrees conferred in each discipline for the Classes of 2008 through 2012.

**Brookdale Community College
Number and Percent of Degrees Conferred by Program**

BCC DEGREE PROGRAM	2011-2012		2010-2011		2009-2010		2008-2009		2007-2008	
	No.	%	No.	%	No.	%	No.	%	No.	%
<u>Transfer Programs:</u>										
Architecture	11	0.5	3	0.1	5	0.3	4	0.2	5	0.3
Art	13	0.6	9	0.4	8	0.5	3	0.2	4	0.2
Business Administration	377	17.8	341	16.9	328	18.5	310	19.1	321	17.8
Computer Science	7	0.3	15	0.7	6	0.3	5	0.3	6	0.3
Criminal Justice	183	8.7	143	7.1	167	9.4	114	7.0	148	8.2
Education	226	10.7	248	12.3	224	12.6	225	13.8	221	12.2
Engineering	27	1.3	15	0.7	17	1.0	6	0.4	8	0.4
Humanities	306	14.5	295	14.7	268	15.1	268	16.5	280	15.5
Human Services	2	0.1								
Liberal Studies Certificate	0	0.0	2	0.1	2	0.1				
Math / Science	115	5.4	119	5.9	65	3.7	46	2.8	55	3.0
Social Science	290	13.7	298	14.8	220	12.4	220	13.5	264	14.6
Transfer Total	1557	73.6	1488	74.0	1310	73.9	1201	73.9	1312	72.6
<u>Career Programs:</u>										
Accounting	9	0.4	14	0.7	10	0.6	5	0.3	6	0.3
Automotive Technology	31	1.5	34	1.7	35	2.0	31	1.9	45	2.5
Business Management	11	0.5	20	1.0	16	0.9	16	1.0	13	0.7
Graphics / Communication Design	3	0.1	4	0.2	2	0.1	4	0.2	1	0.1
Communications Media	9	0.4	7	0.3	9	0.5	4	0.2	14	0.8
Computer Aided Drafting & Design	10	0.5	12	0.6	6	0.3	8	0.5	14	0.8
Computer Science	9	0.4	4	0.2	6	0.3	5	0.3	4	0.2
Culinary Arts	63	3.0	57	2.8	50	2.8	40	2.5	36	2.0
Dental Assisting	1	0.0	0	0.0	0	0.0	0	0.0	2	0.1
Dental Hygiene	8	0.4	11	0.5	12	0.7	10	0.6	9	0.5
Diagnostic Medical Sonography	8	0.4	9	0.4						
Digital Arts / Desktop Publishing*	0	0.0	0	0.0	1	0.1	5	0.3	3	0.2
Digital Animation & 3-D Design	6	0.3	16	0.8	10	0.6	4	0.2		
Early Childhood Education	3	0.1	4	0.2	0	0.0	5	0.3	11	0.6
Electric Utility Technology	18	0.9	17	0.8	22	1.2	18	1.1		
Electronics Technology	6	0.3	1	0.0	7	0.4	2	0.1	4	0.2
Fashion Merchandising	37	1.7	55	2.7	37	2.1	45	2.8	43	2.4
Health Information Technology	13	0.6	2	0.1						
Horticulture	1	0.0	3	0.1	2	0.1	1	0.1	3	0.2
Human Services	18	0.9	4	0.2	10	0.6	4	0.2	7	0.4
Interior Design	13	0.6	8	0.4	9	0.5	6	0.4	16	0.9
Legal Nurse Consultant	3	0.1								
Marketing	5	0.2	7	0.3	7	0.4	6	0.4	3	0.2
Medical Coding	15	0.7	2	0.1						
Medical Laboratory Technology	9	0.4	0	0.0	0	0.0	0	0.0	0	0.0
Music Technology	1	0.0								
Network Information Technology	11	0.5	13	0.6	3	0.2	5	0.3	4	0.2
Nursing	123	5.8	121	6.0	128	7.2	124	7.6	163	9.0
Office Administration Systems	2	0.1	7	0.3	9	0.5	8	0.5	14	0.8
Paralegal Studies	57	2.7	42	2.1	32	1.8	24	1.5	34	1.9
Radiologic Technology	28	1.3	26	1.3	23	1.3	19	1.2	21	1.2
Respiratory Therapy	21	1.0	24	1.2	17	1.0	25	1.5	25	1.4
Social Services	2	0.1								
Teacher Assistant	2	0.1								
Technical Studies	2	0.1								
Career Total	558	26.4	524	26.0	463	26.1	424	26.1	495	27.4
TOTAL	2115	100.0	2012	100.0	1773	100.0	1625	100.0	1807	100.0

*Program No Longer Active

SECTION E FACULTY CHARACTERISTICS

1. Provide a profile of Fall 2011 full-time faculty at your institution.

The table below provides a breakdown of Fall 2011 faculty by gender, ethnicity, academic rank, and tenure status.

Fall 2011 Faculty Status by Gender and Ethnicity

	<i>White</i>		<i>Black</i>		<i>Hispanic</i>		<i>Asian / PI</i>		<i>Unknown</i>		<i>Total</i>	
	<i>M</i>	<i>F</i>	<i>M</i>	<i>F</i>	<i>M</i>	<i>F</i>	<i>M</i>	<i>F</i>	<i>M</i>	<i>F</i>	<i>M</i>	<i>F</i>
TENURED												
Professors	42	38	0	3	0	0	0	3	0	2	42	46
Associate Professors	22	18	0	1	0	1	0	0	1	0	23	20
Assistant Professors	19	20	1	1	2	1	0	3	0	1	22	26
TOTAL	83	76	1	5	2	2	0	6	1	3	87	92
WITHOUT TENURE												
Assistant Professors	1	2	0	0	0	0	0	0	0	0	1	2
All Others	7	26	3	2	0	0	0	5	0	1	10	34
TOTAL	8	28	3	2	0	0	0	5	0	1	11	36
COMBINED												
Professors	42	38	0	3	0	0	0	3	0	2	42	46
Associate Prof	22	18	0	1	0	1	0	0	1	0	23	20
Assistant Prof	20	22	1	1	2	1	0	3	0	1	23	28
All Others	7	26	3	2	0	0	0	5	0	1	10	34
TOTAL	91	104	4	7	2	2	0	11	1	4	98	128

2. What percentage of course sections are taught by full-time faculty?

- Just over half of all course sections (51.5%) are taught by full-time Brookdale faculty.

**Number and Percent of Fall 2011
Sections Taught by Each Group**

<i>Faculty Group</i>	<i>N</i>	<i>%</i>
Full-Time	1,188	51.5
Part-Time	972	42.1
Other	148	6.4
Total	2,308	100.0

3. What is the ratio of full-time to part-time faculty?

- There is one full-time faculty member to every 3 (2.94) part-time faculty members. More specifically, in the Fall 2011 term, there were 226 full-time and 665 part-time faculty members.

SECTION F CHARACTERISTICS OF THE TRUSTEES OR GOVERNORS

The Trustees of Brookdale Community College are dedicated members of the Monmouth County community. The Board is comprised of 12 Monmouth County citizens who serve in four-year terms. Two members are ex officio: Brookdale President Dr. Maureen Murphy (a non-voting member) and Interim Monmouth County Superintendent of Schools, Joseph Passiment, Jr. Two members are appointed by the Governor and eight are appointed by the Monmouth County Board of Chosen Freeholders. The Graduate Trustee is chosen by his graduating peers.

Mr. Jacob S. Elkes is Board of Trustees Chair and Chair of the Executive Committee. He is an ex-officio member of all Board committees and also serves as Liaison to the Brookdale Community College Foundation and is on the Board of School Estimate team. Mr. Elkes is president of a title search company and has served on the Board since 1996. **Father Brian Butch** is Board Vice Chair and Vice Chair of the Executive Committee. He is a member of the Policy / Bylaws and Human Resources Committees, is an ex-officio member of the Educational Services and Information Technology Committees, and serves as Liaison to the Center for Holocaust, Human Rights & Genocide Education. Appointed to the Board in 2005, Father Butch is a parole board member for the State of New Jersey.

Ms. Lora U. Campbell, Esq., was appointed to the Board by the state in May 2011. Ms. Campbell chairs the Policy / Bylaws Committee and is a member of the Human Resources Committee. **Mr. David G. Flaherty**, a police officer with the Howell Police Department, was appointed to the Board in April 2012. Mr. Flaherty chairs the Human Resources Committee and is a member of the Buildings & Grounds, Finance, and Policy / Bylaws Committees. Mr. Flaherty is also a Liaison to the New Jersey Council of County Colleges (NJCCC) and is a NJCCC Trustee Ambassador.

Mrs. S. Lucille Jones is Principal of the Mercer County Technical Schools. She was appointed to Brookdale's Board in 2005 and chairs the Educational Services Committee, serves on the Audit Committee, and is a Trustee Ambassador to the New Jersey Council of County Colleges. **Dr. Peter Kapsales** joined Brookdale's Board in 2009. He chairs the Audit Committee and is a member of the Information Technologies, and Policy / Bylaws Committees. Dr. Kapsales is President of a management and technology consulting company.

Charles Karcher, Esq., was appointed to the Board in April 2012. Mr. Karcher chairs the Information Technology Committee, is a member of the Audit Committee, and is a Liaison to the New Jersey Council of County Colleges. Mr. Karcher is managing attorney at his own law firm. **Mr. Richard M. Maser**, President and CEO of an engineering consulting firm, was appointed to Brookdale's Board of Trustees in 2002. Mr. Maser chairs the Buildings & Grounds and Nominating Committees and serves on the Executive, Finance, Human Resources, and Information Technologies Committees.

Mr. Richard Passiment, Jr., interim Executive County Superintendent for Monmouth and Union Counties, was appointed to the Board in 2011. Mr. Passiment is a member of the Audit, Educational Services and Nominating Committees. **Ms. Joan Raymond** is a managing partner of a facility maintenance and management corporation. She was appointed by the county in 2001 to serve on Brookdale's Board. Ms. Raymond chairs the Finance Committee, is a member of the Executive, Buildings and Grounds, and Nominating Committees, and is also on the Board of School Estimate team.

Mr. Timothy Hart, Brookdale's Graduate Trustee, serves on the Buildings & Grounds and Educational Services Committees.

1. What is the Racial / Ethnic and Gender Breakdown of the Board of Trustees?

Race/Ethnicity and Gender of Board of Trustees

	<i>White</i>	<i>Black</i>	<i>Hispanic</i>	<i>Asian</i>	<i>American Indian</i>	<i>NRA*</i>	<i>Unknown</i>	<i>Total</i>
Male	8	0	0	0	0	0	0	8
Female	2	1	0	0	0	0	0	3
Total	10	1	0	0	0	0	0	11

*Non-Resident Alien

2. Provide a List of Board of Trustees Members with Titles and Affiliations.

Title and Affiliation of Board of Trustees Members

Name	Title	Affiliation
Father Brian Butch	Member	State of New Jersey Parole Board
Ms. Lora U. Campbell, Esq.	Employee	New Jersey Manufacturers Insurance Company
Mr. Jacob S. Elkes	President / CEO	Direct Title
Mr. David G. Flaherty	Police Officer	Howell Police Department
Mrs. S. Lucille Jones	Principal	Mercer County Technical Schools, NJ
Dr. Peter Kapsales	Management Consultant	KCG LLC Consulting Firm
Mr. Charles Karcher, Esq.	Managing Attorney	Karcher Law Firm
Mr. Richard M. Maser	President / CEO	Maser Consulting P.A.
Mr. Joseph Passiment, Jr.	Interim Executive County Superintendent	Monmouth and Union Counties
Ms. Joan Raymond	Partner	The Prism Group
Timothy Hart	Graduate Trustee	Brookdale Community College

3. Provide the URLs of webpages with information on the Board of Trustees.

- Brookdale’s Board of Trustees information is available on the Brookdale Community College webpage at: <http://www.brookdalecc.edu/pages/584.asp>

SECTION G A PROFILE OF THE INSTITUTION

1. Provide a profile of Brookdale's degree and certificate programs.

Brookdale Community College has a main campus in Lincroft, a Branch Campus in Western Monmouth, and several Higher Education Centers distributed throughout Monmouth County – Eastern Monmouth (Neptune), Northern Monmouth (Hazlet), Long Branch, and Wall Township. Brookdale offers AA, AFA, AS, and AAS degrees in 38 programs, and within those programs, students can choose from approximately 50 different options or concentrations. Brookdale also offers nine Academic Credit Certificates (ACC) that require 30 or more credits to complete, as well as 12 Academic Credit Certificates of Achievement (ACA) which require fewer than 30 credits to earn.

The table on the next two pages contains the degree and certificate programs currently offered at Brookdale Community College. In the table, degree programs are presented first and are listed alphabetically. Certificate programs follow.

Brookdale also provides local access to post-associate degree education through Brookdale's New Jersey Coastal Communiversisty, a post-associate degree partnership with Georgian Court University, Montclair State University, New Jersey City University, New Jersey Institute of Technology, and Rutgers, the State University of New Jersey. The Communiveristy allows Monmouth County residents to pursue over 30 degree options without having to leave the county.

**BROOKDALE COMMUNITY COLLEGE
DEGREE AND CERTIFICATE PROGRAMS**

Academic Degree Programs (AAS, AA, AS, and AFA Degrees)

Accounting (AAS)

Architecture (AS)

Automotive Technology (AAS)

Automotive Tech Option
Automotive Engineering Option
General Motors Program
Toyota T-Ten Program

Business (AAS)

Business Management Option

Business Administration (AA)

Business Administration Option
Accounting Option

Communication Media (AAS)

Audio Production Option
Video Production Option

**Computer-Aided Drafting and Design
Technology (AAS)**

Computer Science (AAS)

Programming Option
Web Site Development Option

Computer Science (AS)

Criminal Justice (AS)

Criminal Justice Option
Corrections Option

Culinary Arts (AAS)

Dental Hygiene (AAS)

Diagnostic Medical Sonography (AAS)

Digital Animation and 3D Design (AAS)

Digital Animation Option
Game Programming Option

Education (AA)

Early Childhood Ed Option
Secondary Ed Option

Electronics Technology (AAS)

Computer Technician Option
Engineering Technology Option

Engineering (AS)

Fashion Merchandising (AAS)

Fine Arts (AFA)

Graphic Design (AAS)

Health Information Technology (AAS)

Humanities (AA)

Art Option
Creative Writing Option
English Option
Graphic Design Option
Journalism Option
Liberal Education Option
Media Studies Option
Music Option
Photography Option
Public Relations Option
Speech Communication Option
Theater Option
Women's & Gender Studies Option

Human Services (AAS)

Generalist Option
Addiction Studies Option
Corrections Option

Human Services (AS)

Pre Social Work Option

Interior Design (AAS)

DEGREE AND CERTIFICATE PROGRAMS - Continued

Academic Degree Programs Continued

Marketing (AAS)

Math / Science (AS)
Biology Option
Chemistry Option
Environmental/Earth Studies Option
Mathematics Option
Physics Option
Science Option

Medical Laboratory Technology (AAS)

Music Technology (AAS)

Network Information Tech. (AAS)

Nursing (AAS)

Paralegal Studies (AAS)

Radiologic Technology (AAS)

Respiratory Care (AAS)

Social Science (AA)
Social Science Program
Anthropology Option
History Option
International Studies Option
Philosophy Option
Political Science Option
Psychology Option
Sociology Option

Sustainable Energy (AAS)

Teacher Assistant (AAS)

Technical Studies (AAS)
Business Management Option

Academic Credit Certificates

Accounting

Culinary Arts
Culinary Arts
Pastry Arts

Dental Assisting

Horticulture

Legal Nurse Consultant

Medical Coding

Paralegal Studies

Webmaster - Computer Science

Certificates of Achievement

Automotive Technology
Advanced Auto Mechanic
Brakes and Steering
Electric and Power Systems
Engine Performance Specialist
Transmission Specialist

Computer-Aided Drafting and Design

Digital Drawing for Interior Design and Architecture

Electronics Technology
A+ Repair Technician
LAN/WAN Technician

Horticulture Certificates
Floral Design
Landscape Design

Social Services

SECTION H RESEARCH AND PUBLIC SERVICE ACTIVITIES

1. Provide a profile of the faculty research and public service activities at your institution.

Brookdale regularly collects information on faculty research and public service activities via a Faculty Professional Development Survey. In Spring 2012, 116 full-time faculty members (51%) completed the survey and the results indicate that Brookdale full-time faculty are very involved in research and public service activities.

- **CURRENT FACULTY RESEARCH PROJECTS:** The Professional Development Survey indicated that the personal and professional research activities of Brookdale faculty are diverse and wide ranging. A few examples illustrate the varied nature of current research projects: Examining the effect of parent expectations, parent and teacher feedback and self-esteem on student success in “GenMe” (current student cohort); Investigating the role of the U.S. 29th Infantry Division in Operation Overlord; and Exploring the ways in which a group of immigrants from Punjab, who are yellow taxi cab drivers, adapt to America.

Many current research projects focus on the teaching-learning process or ways to improve student success. For example, a Psychology professor received a Brookdale Innovation Grant (BIG) to explore the relationship between classroom engagement and student drop-out. A member of the Nursing department is investigating the link between new nursing students’ perceptions of support and course / program outcomes during the first term. Two other Nursing faculty are using their BIG grant to create a “boot camp” for incoming nursing students that will help improve time management, provide test taking strategies, decrease anxiety and prepare students for the rigor of the program. Math department faculty are doing their homework on homework. Specifically, they are looking at the impact of various homework delivery methods and homework completion on final grades in Introductory Algebra. Another faculty member recently used a BIG grant to investigate the in-class and out-of-class usefulness of more than 60 Apple applications.

The 2012 Faculty Professional Development Surveys also indicate that Brookdale faculty are very motivated when it comes to keeping up-to-date and connected with others in their fields. The 116 survey respondents reported attending more than 240 different conferences, workshops, exhibits, roundtables and webinars. Brookdale faculty presented at 54 of these events, indicating that our faculty are more than willing to share their expertise with others. Sometimes, this takes place right on Brookdale’s Lincroft campus (e.g., Basic Skills Outreach Conference; Annual Center for Holocaust, Human Rights & Genocide Education Colloquium) and sometimes this sharing occurs on another continent. For example, one of Brookdale’s Nursing faculty presented “Educating Nurses through Storytelling” in Linhai, China. Some of the additional regional, national, and international conferences that Brookdale faculty members **presented at** in FY12 included: American Mathematical Association of Two Year Colleges; American Sociological Association; Association of Writers and Writing Programs; Eastern Sociological Society; Interior Design Educators Council; International Conference on Technology in Collegiate Mathematics; International Forensics Association; International Interprofessional Technology Conference; League for Innovation; Mathematical Association of Two-Year Colleges in New Jersey; National Communication Association; National League for Nursing Center of Excellence; National Organization of Human Services; New Jersey Women’s and Gender Studies Consortium Colloquium.

- **FACULTY PUBLIC SERVICE ACTIVITIES:** Brookdale faculty are involved in a wide range of volunteer and public service activities. The listing of activities and organizations below provides an indication of the *types and range* of public service activities that Brookdale faculty are involved in:

American Cancer Society – Look Good, Feel Better Program	Medical Emergency Response Team
ARC of Monmouth	Millstone Watershed Cleanup
Area sports coaches (e.g., Soccer; Little League; Basketball)	Monmouth Arts
A Time for Me (Assisting Monmouth County Women Battling Cancer)	Monmouth County Food Bank
Best Day Foundation	Monmouth County Park System Trail Maintenance
Boy Scouts of America	Multiple Sclerosis Fund Raisers
Bright & Beautiful - Dog Therapy School Visits	National Wildlife Foundation
Cancer Support Community	New Jersey Division of Fish and Wildlife
Church and Temple officers / volunteers / educators	New Jersey Medical Reserve Corps
Classroom Volunteers & Guest Speakers	New Jersey Sierra Club
Clean Ocean Action	New Jersey State Obesity Task Force
Conserve Wildlife Foundation of NJ	Parent-Teacher Associations (PTA/PTO)
Elizabeth Coalition to House the Homeless	Poricy Park Nature Conservancy
Fire Department Volunteer	Riverview Medical Center Emergency Room
Girl Scouts of the Jersey Shore / America	Riverview Medical Center Volunteer Trainer
Kindred Souls Dog Therapy Training	Stop Bullying Now (Jackson School District)
Master Gardeners of Monmouth County	Visiting Nurse Association

In addition to the types of individual volunteer and public service activities listed above, Brookdale faculty and staff contribute to the Community in many other ways including:

Advisory Boards. Brookdale faculty are currently serving on the boards and advisory committees of several non-profit organizations including: Asbury Park Early Childhood Advisory Committee; Bradley Beach Board of Education; Eden Autism Services; Domestic Violence Advisory Board (Township of Little Falls); Dunnellen Board of Education; Keansburg Early Childhood Advisory Committee; Matawan Regional School District Career Academy; Michael D. Thomas Educational Foundation; Middletown Community Outreach; Monmouth County Human Services Strategic Planning Committee; Monmouth County Mental Health Board; Neptune Township Early Childhood Advisory Committee.

- **Brookdale Volunteer Connection.** The “Employee Volunteer Connection at Brookdale” is a group of Brookdale employees dedicated to serving the needs of the community. They help connect and mobilize colleagues and students to participate in community service projects. Each year, the “Volunteer Connection” identifies several local agencies or important causes, and emphasizes their needs through Brookdale newsletters, campus flyers, and portal announcements.

Each summer, the Volunteer Connection contributes to “**Project Backpack**” for the Reading Buddies program. In Summer 2011, employees donated 81 backpacks (filled with school supplies) which were distributed to local schools. Each winter, the Volunteer Connection organizes the annual “**Giving Tree**” - an event the entire campus community participates in. In Fall 2011, Brookdale collected and distributed hundreds of gifts and gift cards to more than 84 families in need throughout Monmouth County. In addition, members of the Volunteer Connection prepare and serve monthly dinners for developmentally disabled residents of HABcore House in Red Bank.

For the third year in a row, Brookdale’s Volunteer Connection supported a “Memory Walk” and a “prom dress” program. Specifically, members participated in “**Memory Walk ’11**,” which was sponsored by the Alzheimer’s Association. Over \$1,000 was raised to help support those affected by Alzheimer’s disease. The Volunteer Connection also took part in Family & Children Services’ “**prom dress**” collection, providing dresses for high school juniors and seniors from low income families.

ADDITIONAL BROOKDALE PUBLIC SERVICE ACTIVITIES INCLUDE:

- **Adult Basic Education Programs.** Adult Basic Education, GED Preparation, and English as a Second Language classes are available through the Long Branch, Eastern Monmouth (Neptune), or Northern Monmouth (Hazlet) Higher Education Centers and at the Western Monmouth Branch Campus. The Office of Adult Basic Education also offers English Literacy Civics and Citizenship courses to help individuals become citizens of the United States of America.
- **Brookdale Public Radio (90.5 The NIGHT).** WBJB-FM-90.5 The NIGHT is a full-service local public radio station and National Public Radio (NPR) member station. 90.5 The NIGHT is a non-commercial FM public radio station with a staff of professional radio personnel. 90.5 The NIGHT is dedicated to serving the community by working with local non-profit organizations on many programming ventures and by providing free public service announcements. Brookdale Public Radio is also a major contributor and/or sponsor to the largest outdoor festival events throughout the county including Riverfest, the New Jersey Seafood Festival in Belmar, and Comcast’s Jazz in the Park in Red Bank.
- **Brookdale Television (BTV).** Brookdale Television (BTV) is a non-profit educational access channel that provides a “visual bridge” between Brookdale Community College and the communities that it serves. BTV produces high quality educational television and public affairs programs that are broadcast via Comcast (channel 21) and Verizon FIOS (channel 46), effectively reaching most cable-wired households in Monmouth County. BTV produces a number of informative series’ such as *State Matters*, which is hosted by Assemblywoman Jennifer Beck. This series discusses the socio-economic, educational, and environmental issues debated in Trenton that affect the lifestyles and livelihoods of Monmouth County residents. Brookdale Television also hosts *Jersey Shore Update*, a program in which 11th

District Assemblyman Sean Kean and influential members of the Jersey Shore community discuss topics concerning the past, present and future of the Jersey Shore.

- **Center for Holocaust, Human Rights & Genocide Education (CHHANGE).** The Center for Holocaust, Human Rights & Genocide Education is dedicated to providing resources for education on the Holocaust, genocide and human rights. The Center staff works to eliminate racism, anti-Semitism and all forms of prejudice in our society. The Center serves the community through its comprehensive and creative educational programs and resources. More specifically, the Center provides: (1) A Teacher Resource Center, which contains a collection of curricula, lesson plans, and study guides. (2) A Speakers' Bureau, which has scholars, educators and Holocaust Survivors available for programs. (3) Services to students and teachers, such as the Catherine Woolf Student Leadership Conference, theatrical performances, teacher training programs, and a writing and art contest for students in grades 5 through College. (4) An annual Colloquium, which welcomes over 2,400 students and teachers to the Brookdale campus for a half-day program that includes a keynote speaker and 40 break-out workshops. (5) Programs for the general community, including annual scholarly lectures, film series, book discussions, collaborative programs with the Monmouth County Prosecutor's Office and the United States Holocaust Memorial Museum in the training of Law Enforcement Officers, and a court-mandated 12-week education program for Monmouth and Ocean County Juvenile Bias Crime offenders.
- **The Center for World War II Studies and Conflict Resolution.** The Center is dedicated to fostering the study of the historical, political, social, economic, cultural and military aspects of the World War II era up through the Korean War. The Center will educate the community about the era and its impact on world history and help future generations avoid armed conflict in the resolution of global problems. The ultimate goal of The Center is to utilize the lessons learned from the World War II era to prevent the recurrence of global armed conflict in a world of sovereign states with divergent interests, wants and needs. The Center is a resource open to all, offering educational programs and community presentations.
- **The Displaced Homemakers Program.** Brookdale Community College's Displaced Homemakers Program provides assistance to those who have lost their primary source of income due to separation, divorce, disability or death of a spouse. The need to obtain or upgrade skills for transition into the paid labor market is addressed along with the fear and emotional upheaval of facing a very difficult transition. Services include self-esteem / assertiveness training, personal and career counseling, pre-employment training, workshops, support groups and community referrals. These services are offered at Brookdale's Higher Education Centers with some activities located on the College's Lincroft campus. Introductory computer training is also provided to participants to help upgrade skills. Brookdale's Displaced Homemakers Program provides this free service through funding from the New Jersey Department of Community Affairs Division on Women
- **Free Tuition for Unemployed Persons, Volunteer Firefighters, Volunteer First Aid Workers, and Family Dependents of 9/11.** The Unemployed Persons Free Tuition program requires colleges to admit people who can demonstrate that they are unemployed. Free tuition is also granted to volunteer firefighters and first aid workers. In each of these programs, students are admitted to classes on a seat-available basis and they are responsible for all fees. In response to the tragic events of September 11, 2001, Brookdale also provides Monmouth County's surviving spouses and dependent children of victims with free tuition.

- **New Jersey Small Business Development Center.** The New Jersey Small Business Development Center (NJSBDC) at Brookdale Community College provides counseling and workshops to the business community of Monmouth and Ocean counties. Courses, workshops and conferences are designed to give owners, potential owners and managers the tools to analyze and resolve business problems and to keep up-to-date with educational, research, financial and international trade developments. All NJSBDC programs are presented by highly qualified specialists, including faculty, private consultants, business owners and government representatives.

SECTION I MAJOR CAPITAL PROJECTS

Major Capital Projects/ Improvements (Academic Year 2011/2012)

During the Academic Year 2011-2012, the following Facilities Master Plan related projects and other capital projects and improvements were undertaken at Brookdale Community College.

I. FACILITIES MASTER PLAN FUNDING EFFORTS

Capital funding for 2011-2012 has been identified for the following projects:

\$1,500,000 Renewal & Replacements for College Infrastructure

II. OTHER CAPITAL PROJECTS & IMPROVEMENTS

Parking Lot at the Western Monmouth Higher Education Center. The College invested an additional \$654,384 in support of a \$1 million project to provide funding for a 350 space parking lot at our Western Monmouth Branch Campus. This additional parking is required to accommodate the parking needs as a result of the 2010 renovation which increased teaching space from 29 to 46 spaces.

<u>FY11 Expense</u>	<u>FY12 Expense</u>	<u>Total Project Cost</u>
\$340,000	\$654,384	\$1,047,884

Enhanced Interior Lighting at the Auto Technology Center. Just over \$17,000 was expended to provide enhanced lighting in the Automotive Technology Building to allow for the utilization of additional learning spaces. This space became necessary due to increased student interest in the program.

Carpet Replacement. Almost \$300,000 (\$297,000) was committed to replace carpeting in Larrison Hall, the Bankier Library, the Children’s Learning Center and portions of the Administrative Building. The existing carpet in much of the area had exceeded its life expectancy of approximately 10 years or was located in high traffic areas which had a life expectancy of approximately five to seven years.

Human Resources Office Renovation. The College expended over \$41,000 to update and enlarge the Human Resources Department to allow for a waiting room, enlarged testing room and a renovated file and conference rooms.

Warner Student Life Center. The College invested approximately \$9,500 to install a stand-alone hot water heater in the kitchen as an energy conservation measure and to satisfy a health requirement for dining services to maintain a water temperature of 140 degrees for the dishwashing operation.

Children’s Learning Center Fencing. New fencing was installed around the Children’s Learning Center as the existing wooden fence was in poor condition and posed a safety hazard to the children. The cost for this project was \$10,730.

Cooling Tower Rehabilitation. Two Baltimore Air Cooling Towers were rehabilitated. This work has improved energy efficiency through increased thermal transfer, reduced energy consumption and will extend the useful life of the cooling towers. The cost of this investment was approximately \$165,000.

Central Utility Plant Upgrades. The College invested approximately \$7,500 in making final touches to the Central Utility Plant Upgrade by installing gas regulators necessary for emergency generator use and isolation valves for automated chemical treatment.

Athletic Field Enhancements. Approximately \$17,000 was spent to enhance Brookdale's softball and baseball fields and maintain the standard field conditions required by the Garden State Athletic Conference.

Lighting Retrofit. Energy efficient lighting was installed in approximately 20,000 square feet of office and administrative space in the Receiving and Mail Center, Police Headquarters and Printing Services. The payback on this \$17,500 investment is anticipated to take less than three years.

Professional Fees. The College committed approximately \$310,000 in professional fees for a wide variety of projects. These include sidewalk enhancements, roofing evaluations and replacements, extensive renovations to our data center and administrative offices, and an environmental study of 33 acres of land containing approximately 30 buildings, which was transferred to us from the US Army.

Gorman Hall Asbestos. The College expended \$11,500 to locate asbestos containing materials and determine the scope of remediation in affected areas that will be disturbed by the Gorman Hall renovation project.

Western Monmouth Mold Remediation. The August 2011 hurricane damaged dry wall and carpet at the Western Monmouth Branch Campus. The area was surveyed by Air Consulting Services, and as a result of the survey, all contaminated dry wall and carpet was removed. The cost for this repair was approximately \$14,800.

APPENDIX:

**Form and Content of the
Annual Institutional Profile Reports for 2012**

Form & Content of the Annual Institutional Profile Reports for 2012*

NOTE: Data for all indicators in **bold** will be provided by New Jersey Higher Education/ Office of the Secretary. Report must be submitted electronically (preferred format is pdf) with each page containing the institution's name at the top and each lettered section starting on a new page. Please email completed reports to gary.nigh@njhe.state.nj.us

Report Due Date: September 17, 2012

Reports posted on NJHE website: November 2, 2012

Preface (with signature of the president or chief operating officer of the institution)

- I. Table of Contents (listing each data category in the following order, with page numbers)
- II. Data by Category (including brief institutional narration if desired)
 - A. Accreditation status:
 1. Institutional accreditation
 2. Professional accreditation
 - B. Number of students served:
 1. **Number of undergraduate students by attendance status**
 2. **Number of graduate students by attendance status**
 3. Number of non-credit students served (**provided by NJHE to community colleges**)
 4. **Unduplicated number of students for entire academic year**
 - C. Characteristics of undergraduate students:
 1. **Mean math, reading, and writing SAT scores (senior public institutions)**
 2. **Enrollment in remediation courses by subject area**
 3. **Race/ethnicity, sex, and age (separately)**
 4. **Numbers of students receiving financial assistance under each federal-, state-, & institution-funded aid program [FY 2011 data]**
 5. **Percentage of students who are New Jersey residents**
 - D. Student outcomes:
 1. **Graduation rates:**
 - a. **Four-, five- and six-year graduation rate by race/ethnicity (senior public)**
 - b. **Two-year graduation rate (community colleges)**
 - c. **Three-year graduation and transfer rate by race/ethnicity (community colleges)**
 2. **Third-semester retention rates:**
 - a. **By attendance status**

E. Faculty characteristics:

1. **Full-time faculty by race/ethnicity, sex, and tenure status (simultaneously)**
2. Percentage of course sections taught by full-time faculty
3. **Ratio of full- to part-time faculty**

F. Characteristics of the trustees or governors:

1. Race/ethnicity and sex (simultaneously)
2. List of trustees/governors with titles and affiliations
3. URLs of webpages with information on trustees/governors

G. Profile of the institution:

1. Degree and certificate programs
2. Other (if desired)

H. Major research and public service activities

- I. Major capital projects underway in fiscal year 2012

III. Other Institutional Information (if desired)

*The form and content of the reports from UMDNJ and Thomas Edison State College will vary somewhat, consistent with their mission and programs.