



# Annual Institutional Profile Report

For Academic/Fiscal Year 2014-2015

## Preface

I am pleased to submit the 2015 Annual Institutional Profile for Sussex County Community College (SCCC). This submission 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 Office of the Secretary of Higher Education established the structure of the report and the Office of Finance and Research provided the student data. The Office of Institutional Research, Planning and Assessment at SCCC compiled the other report elements.

Over the last year, SCCC has developed two new Graphic Design options (Social Media Marketing and Illustration), reestablished the Engineering Science option, and developed an Elder Law Specialist Certificate. The College is also in the process of developing additional academic programs to further serve our students and has added a number of new transfer articulation agreements to facilitate the transfer of students to four-year colleges and universities in a variety of disciplines. Additionally, the College has completed a six-month construction project on its main academic building, which involved façade work, new windows, and a new HVAC system.

Although SCCC continues to experience enrollment decreases due to demographic changes in the service area, College finances are stable. The College continues to provide the excellent academic preparation that our students need for transfer, career opportunities and personal enrichment.

Sussex County Community College is adapting to the changing landscape of higher education by finding effective educational solutions and by continually evaluating its goals and the needs of its students, the community it serves, and the state of New Jersey.

A handwritten signature in black ink, reading "Frank Nocella", with a horizontal line underneath the name.

Frank Nocella, Interim President  
Sussex County Community College

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## II. Data by Category

### II.A. Accreditation Status

#### II.A.1. Institutional Accreditation

Sussex County Community College was licensed by the State of New Jersey in 1992. It is accredited by the Commission on Higher Education of the Middle States Association of Colleges and Secondary Schools. The college was initially awarded accreditation in 1993. The college was visited again by the Middle States accreditation team five years later, in 1998. Following this visit the college was granted accreditation for the standard ten year period. Sussex County Community College was granted reaccreditation by the Middle States Commission on Higher Education again in 2008. SCCC submitted their Periodic Review Report (PRR) to the Commission in June 2013. Upon submission of the PRR, the Commission requested that a Monitoring Report be submitted by September 1, 2014; this report was accepted by the Commission. The Commission requested another Monitoring Report that will be due in October 2015. The next evaluation visit will be in 2017-2018 for the College's Self Study.

#### II.A.2. Professional Accreditation

The following programs are individually accredited:

<b>Program</b>	<b>Agency</b>
<ul style="list-style-type: none"> <li>• Medical Assistant</li> </ul>	Commission on Accreditation of Allied Health Education Programs (CAAHEP), upon the recommendation of the Medical Assisting Education Review Board (MAERB)
<ul style="list-style-type: none"> <li>• Surgical Technology</li> </ul>	Commission on Accreditation of Allied Health Education Programs (CAAHEP), as recommended by the Accreditation Review Council on Education in Surgical Technology and Surgical Assisting (ARC/STSA)
<ul style="list-style-type: none"> <li>• Patient Care Technician</li> <li>• Medical Office Administration</li> <li>• Coding &amp; Billing Specialist</li> <li>• EKG Technician</li> <li>• Phlebotomy Technician</li> </ul>	National Health Career Association
<ul style="list-style-type: none"> <li>• Emergency Medical Technician</li> </ul>	New Jersey Department of Health and Senior Services Office of EMS
<ul style="list-style-type: none"> <li>• Certified Homemaker-Home Health Aide</li> </ul>	New Jersey Board of Nursing
<ul style="list-style-type: none"> <li>• Certified Nurse Aide</li> </ul>	NJ Department of Health and Senior Services
<ul style="list-style-type: none"> <li>• Pharmacy Technician</li> </ul>	Pharmacy Technician Certification Board (PTCB)

**II.B. Number of Students Served**

**II.B.1. Number of Undergraduate Students by Attendance Status**

<b>Total Fall Headcount Credit Enrollment by Status</b>		
	<b>Fall 2013</b>	<b>Fall 2014</b>
<b>Full-Time</b>	1,746 (54.0%)	1,616 (52.7%)
<b>Part-Time</b>	1,489 (46.0%)	1,448 (47.3%)
<b>Total</b>	<b>3,235</b>	<b>3,064</b>
<i>Data provided by the NJ Commission on Higher Education Office of Research and Policy Analysis from IPEDS Fall Enrollment Survey.</i>		

**II.B.2. Number of Graduate Students by Attendance Status**

At Sussex County Community College there are no graduate students.

**II.B.3. Number of Non-Credit Students Served**

<b>Total Non-credit Enrollment</b>				
	<b>FY 2013</b>		<b>FY 2014</b>	
	<b>Open Enrollment</b>	<b>Customized Training</b>	<b>Open Enrollment</b>	<b>Customized Training</b>
<b>Total Number of Registrations<sup>1</sup></b>	2,672	99	1,188	130
<b>Unduplicated Headcount</b>	1,069	-	1,188	-
<b>Total Clock Hours<sup>2</sup></b>	88,862	667	74,445	1,048
<b>Total FTEs<sup>3</sup></b>	197	1	165	2
<i>Data provided by the NJ Commission on Higher Education Office of Research and Policy Analysis from SURE Non-credit Open Enrollment file and NJ IPEDS Form #31, Customized Training. <sup>1</sup>Includes all registrations in any course that started on July 1 through June 30. <sup>2</sup> 1 Clock Hour = 60 Minutes. <sup>3</sup>FTEs were computed by converting clock hours to credit hours (by dividing by 15), then converting credit hours to FTEs (dividing by 30).</i>				

**II.B.4. Unduplicated Number of Students**

<b>Unduplicated Enrollment</b>		
	<b>FY 2013</b>	<b>FY 2014</b>
<b>Headcount Enrollment</b>	4,840	4,518
<b>Credit Hours</b>	72,066	67,054
<b>FTEs</b>	2,402	2,235
<i>Data provided by the NJ Commission on Higher Education Office of Research and Policy Analysis from IPEDS 12-Month Enrollment Survey.</i>		

## II.C. Characteristics of Undergraduate Students

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

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

### II.C.2. Student Enrollment in Remediation

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

Students who achieve a score of 530 or more in the Mathematics section of the SAT are exempt from the math subtest of the placement test. Students who achieve a score of 540 or more in the Critical Reading section of the SAT are exempt from the reading comprehension subtest. Students may also be waived from the Accuplacer if they have taken the ACT and their cut-off scores are 23 for subject specific areas.

<b>Remedial Course Enrollment</b>			
	<b>Total Fall Undergraduate Enrollment</b>	<b>Number of Students Enrolled in 1 or more Remedial Courses</b>	<b>Percent of Total Enrollment</b>
<b>Fall 2013</b>	3,235	759	23.5%
<b>Fall 2014</b>	3,064	672	21.9%
<i>Data provided by the NJ Commission on Higher Education Office of Research and Policy Analysis from SURE Fall Enrollment file.</i>			

<b>Remedial Course Enrollment of First-time, Full-time (FTFT) students</b>			
	<b>Total Number of FTFT Students</b>	<b>Number of FTFT Enrolled in 1 or More Remedial Courses</b>	<b>Percent of FTFT Enrolled in 1 or More Remedial Course</b>
<b>Fall 2013</b>	533	292	54.8%
<b>Fall 2014</b>	508	247	48.6%
<i>Data provided by the NJ Commission on Higher Education Office of Research and Policy Analysis from SURE Fall Enrollment file.</i>			

<b>Remedial Course Enrollment of First-time, Full-time (FTFT) Students by Subject</b>		
	<b>Fall 2013</b>	<b>Fall 2014</b>
<b>Computation</b>	165 (31.0%)	146 (28.7%)
<b>Algebra</b>	101 (18.9%)	87 (17.1%)
<b>Reading</b>	39 (7.3%)	0 (0.0%)
<b>Writing</b>	24 (4.5%)	0 (0.0%)
<b>English</b>	98 (18.4%)	84 (16.5%)

*Data provided by the NJ Commission on Higher Education Office of Research and Policy Analysis from SURE Fall Enrollment file.*

**II.C.3.a. Total Student Enrollment by Status and Race/Ethnicity**

<b>Enrollment by Status and Race/Ethnicity, Fall 2014</b>								
	<b>W</b>	<b>B</b>	<b>H</b>	<b>A/PI</b>	<b>AI/AN</b>	<b>NRA</b>	<b>U</b>	<b>Total</b>
<b>Full-Time</b>	1,325	31	176	19	4	11	50	1,616
<b>Percent Full-Time</b>	82.0%	1.9%	10.9%	1.2%	0.2%	0.7%	3.1%	100.0%
<b>Part-Time</b>	1,260	33	102	23	1	2	27	1,448
<b>Percent Part-Time</b>	87.0%	2.3%	7.0%	1.6%	0.1%	0.1%	1.9%	100.0%
<b>Total</b>	<b>2,585</b>	<b>64</b>	<b>278</b>	<b>42</b>	<b>5</b>	<b>13</b>	<b>77</b>	<b>3,064</b>
<b>Percent of Total</b>	<b>84.4%</b>	<b>2.1%</b>	<b>9.1%</b>	<b>1.4%</b>	<b>0.2%</b>	<b>0.4%</b>	<b>2.5%</b>	<b>100.0%</b>

Legend: W=White Non-Hispanic, B=Black, H=Hispanic, A/PI=Asian/Pacific Islander, AI/AN=American Indian/Alaskan Native, NRA=Non-Resident Alien, U=Unknown and includes 2 or more races.

*Data provided by the NJ Commission on Higher Education Office of Research and Policy Analysis from IPEDS Fall Enrollment Survey.*



**II.C.3.b. Enrollment by Status and Sex**

<b>Enrollment by Status and Sex, Fall 2013 and Fall 2014</b>						
	<b>Fall 2013</b>			<b>Fall 2014</b>		
	<b>Full-Time/ % of Full-Time</b>	<b>Part-Time/ % of Part-Time</b>	<b>Total</b>	<b>Full-Time/ % of full-time</b>	<b>Part-Time/ % of part-time</b>	<b>Total</b>
<b>Male</b>	897 (51.4%)	630 (42.3%)	<b>1,527</b> <b>(47.2%)</b>	845 (52.3%)	606 (41.9%)	<b>1,451</b> <b>(47.4%)</b>
<b>Female</b>	849 (48.6%)	859 (57.7%)	<b>1,708</b> <b>(52.8%)</b>	771 (47.7%)	842 (58.1%)	<b>1,613</b> <b>(52.6%)</b>
<b>Total</b>	1,746 (100%)	1,489 (100%)	3,235 (100%)	1,616 (100%)	1,448 (100%)	3,064 (100%)

*Data provided by the NJ Commission on Higher Education Office of Research and Policy Analysis from IPEDS Fall Enrollment Survey.*

**II.C.3.c. Enrollment by Status and Age**

<b>Enrollment by Status and Age, Fall 2014</b>						
<b>Age Category</b>	<b>Full-Time</b>	<b>Percent Full-Time</b>	<b>Part-Time</b>	<b>Percent Part-Time</b>	<b>Total</b>	<b>Percent Total</b>
<b>&lt; 18</b>	8	0.5%	190	13.1%	<b>198</b>	<b>6.5%</b>
<b>18-19</b>	789	48.8%	181	12.5%	<b>970</b>	<b>31.7%</b>
<b>20-21</b>	500	30.9%	265	18.3%	<b>765</b>	<b>25.0%</b>
<b>22-24</b>	156	9.7%	291	20.1%	<b>447</b>	<b>14.6%</b>
<b>25-29</b>	74	4.6%	180	12.4%	<b>254</b>	<b>8.3%</b>
<b>30-34</b>	38	2.4%	80	5.5%	<b>118</b>	<b>3.9%</b>
<b>35-39</b>	9	0.6%	43	3.0%	<b>52</b>	<b>1.7%</b>
<b>40-49</b>	25	1.5%	109	7.5%	<b>134</b>	<b>4.4%</b>
<b>50-64</b>	13	0.8%	89	6.1%	<b>102</b>	<b>3.3%</b>
<b>&gt; 65</b>	1	0.1%	17	1.2%	<b>18</b>	<b>0.6%</b>
<b>Unknown</b>	3	0.2%	3	0.2%	<b>6</b>	<b>0.2%</b>
<b>Total</b>	1,616	100%	1,448	100%	<b>3,064</b>	<b>100%</b>

*Data provided by the NJ Commission on Higher Education Office of Research and Policy Analysis from IPEDS Fall Enrollment Survey.*

**II.C.4. Financial Aid from State, Federal, and Institution-Funded Programs**

<b>Financial Aid from State, Federal, and Institution-Funded Programs, FY 2013-2014</b>			
<b>STATE PROGRAMS</b>			
	<b>Recipients</b>	<b>Dollars</b>	<b>\$/Recipient</b>
<b>Tuition Aid Grants (TAG)</b>	362	\$649,000	\$1,792.82
<b>Educational Opportunity Fund (EOF)</b>	0	0	-
<b>Outstanding Scholars (OSRP)</b>	29	\$41,000	\$1,413.79
<b>Distinguished Scholars</b>	0	0	-
<b>Urban Scholars</b>	0	0	-
<b>NJ STARS</b>	64	\$189,000	\$2,953.13
<b>NJCLASS Loans</b>	0	0	-
<b>FEDERAL PROGRAMS</b>			
	<b>Recipients</b>	<b>Dollars</b>	<b>\$/Recipient</b>
<b>Pell Grants</b>	1,166	\$3,854,000	\$3,305.32
<b>College Work Study</b>	35	\$44,000	\$1,275.14
<b>Perkins Loans</b>	0	0	-
<b>SEOG</b>	163	\$56,000	\$343.56
<b>PLUS Loans</b>	8	\$36,000	\$4,500.00
<b>Stafford Loans (Subsidized)</b>	468	\$1,274,000	\$2,722.22
<b>Stafford Loans (Unsubsidized)</b>	522	\$1,608,000	\$3,080.46
<b>SMART &amp; ACG or other</b>	80	\$142,000	\$1,775.00
<b>INSTITUTIONAL PROGRAMS</b>			
	<b>Recipients</b>	<b>Dollars</b>	<b>\$/Recipient</b>
<b>Grants/Scholarships</b>	281	\$243,000	\$864.77
<b>Loans</b>	0	0	-
<i>Data provided by the NJ Commission on Higher Education Office of Research and Policy Analysis from NJIPEDS Form #41 Student Financial Aid Report.</i>			

**II.C.5. Undergraduate Enrollment by State of Residence**

<b>Undergraduate Enrollment by State of Residence</b>		
	<b>Fall 2013</b>	<b>Fall 2014</b>
<b>State Residents</b>	2,914 (90.1%)	2,750 (89.8%)
<b>Non-state Residents</b>	321 (9.8%)	314 (10.2%)
<b>Total</b>	3,235 (100%)	3,064 (100%)
<i>Data provided by the NJ Commission on Higher Education Office of Research and Policy Analysis from SURE Fall Enrollment Survey.</i>		

**II.D. Student Outcomes**

**II.D.1.a. Four-, Five-, and Six-Year Graduation Rate by Race/Ethnicity**

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

**II.D.1.b. Two-Year Graduation Rate of First-Time, Full-Time (FTFT), Degree/Certificate-Seeking Students**

<b>Two-Year Graduation Rate of Fall 2010 FTFT Degree/Certificate-Seeking Students</b>	
<b>Fall 2010 FTFT Cohort</b>	723
<b>Number Graduated After 2 Years</b>	150
<b>Percent Graduated After 2 Years</b>	<b>20.7%</b>
<i>Data provided by the NJ Commission on Higher Education Office of Research and Policy Analysis from IPEDS Graduation Rate Survey.</i>	

<b>Two-Year Graduation Rate of Fall 2011 FTFT Degree/Certificate-Seeking Students</b>	
<b>Fall 2011 FTFT Cohort</b>	638
<b>Number Graduated After 2 Years</b>	174
<b>Percent Graduated After 2 Years</b>	<b>27.2%</b>
<i>Data provided by the NJ Commission on Higher Education Office of Research and Policy Analysis from IPEDS Graduation Rate Survey.</i>	

### II.D.1.c. Three Year Graduation and Transfer Rates of First-Time, Full-Time (FTFT), Degree/Certificate-Seeking Students by Race/Ethnicity

<b>Three Year Graduation and Transfer Rates of Fall 2010 FTFT Degree/Certificate-Seeking Students by Race/Ethnicity</b>							
	<b>W</b>	<b>B</b>	<b>H</b>	<b>A/PI</b>	<b>NRA</b>	<b>O*</b>	<b>Total</b>
<b>Fall 2010 FTFT Cohort</b>	642	11	46	5	3	16	<b>723</b>
<b>Number Graduated After 3 Years</b>	138	3	2	1	1	5	<b>150</b>
<b>Percent Graduated After 3 Years</b>	21.5%	27.3%	4.3%	20.0%	33.3%	31.3%	<b>20.7%</b>
<b>Number Transferred</b>	120	2	19	2	1	0	<b>144</b>
<b>Percent Transferred</b>	18.7%	18.2%	41.3%	40.0%	33.3%	0.0%	<b>19.9%</b>
Legend: W=White Non-Hispanic, B=Black, H=Hispanic, A/PI=Asian/Pacific Islander, AI/AN=American Indian/Alaskan Native, NRA=Non-Resident Alien. *Other includes American Indian and Unknown Race.							
<i>Data provided by the NJ Commission on Higher Education Office of Research and Policy Analysis from IPEDS Graduation Rate Survey.</i>							

<b>Three Year Graduation and Transfer Rates of Fall 2011 FTFT Degree/Certificate-Seeking Students by Race/Ethnicity</b>							
	<b>W</b>	<b>B</b>	<b>H</b>	<b>A/PI</b>	<b>NRA</b>	<b>O*</b>	<b>Total</b>
<b>Fall 2011 FTFT Cohort</b>	566	22	35	9	2	4	<b>638</b>
<b>Number Graduated After 3 Years</b>	129	1	3	5	0	2	<b>140</b>
<b>Percent Graduated After 3 Years</b>	22.8%	4.5%	8.6%	55.6%	0%	50%	<b>21.9%</b>
<b>Number Transferred</b>	117	6	14	3	0	1	<b>141</b>
<b>Percent Transferred</b>	20.7%	27.3%	40%	33.3%	0%	25%	<b>22.1%</b>
Legend: W=White Non-Hispanic, B=Black, H=Hispanic, A/PI=Asian/Pacific Islander, AI/AN=American Indian/Alaskan Native, NRA=Non-Resident Alien. *Other includes American Indian and Unknown Race.							
<i>Data provided by the NJ Commission on Higher Education Office of Research and Policy Analysis from IPEDS Graduation Rate Survey.</i>							

**II.D.2. Third Semester Retention of First-Time Undergraduates**

<b>Third Semester Retention of First-Time Undergraduates, Fall 2012-Fall 2013</b>			
<b>Attendance Status</b>	<b>Fall 2012 First-Time Undergraduates</b>	<b>Retained in Fall 2013</b>	<b>Retention Rate</b>
<b>Full-Time</b>	558	371	<b>66.5%</b>
<b>Part-Time</b>	131	55	<b>42.0%</b>
<i>Data provided by the NJ Commission on Higher Education Office of Research and Policy Analysis from IPEDS Fall Enrollment Survey, Part E.</i>			

<b>Third Semester Retention of First-Time Undergraduates, Fall 2013-Fall 2014</b>			
<b>Attendance Status</b>	<b>Fall 2013 First-Time Undergraduates</b>	<b>Retained in Fall 2014</b>	<b>Retention Rate</b>
<b>Full-Time</b>	533	374	<b>70.2%</b>
<b>Part-Time</b>	157	80	<b>51.0%</b>
<i>Data provided by the NJ Commission on Higher Education Office of Research and Policy Analysis from IPEDS Fall Enrollment Survey, Part E.</i>			

**II.E. Faculty Characteristics**

**II.E.1. Full-Time Faculty by Race/Ethnicity, Sex, Tenure Status, and Academic Rank**

<b>Full-Time Faculty by Race/Ethnicity, Sex, Tenure Status, and Academic Rank, Fall 2014</b>									
<b>Tenured</b>		<b>W</b>	<b>B</b>	<b>H</b>	<b>A/PI</b>	<b>AI/AN</b>	<b>NRA</b>	<b>U</b>	<b>Total</b>
<b>Professors</b>	<b>M</b>	0	0	0	0	0	0	2	2
	<b>F</b>	0	0	0	0	0	0	6	6
<b>Associate Professors</b>	<b>M</b>	0	0	0	0	0	0	2	2
	<b>F</b>	0	0	0	0	0	0	4	4
<b>Assistant Professors</b>	<b>M</b>	0	0	0	0	0	0	8	8
	<b>F</b>	0	0	0	0	0	0	16	16
<b>All Others</b>	<b>M</b>	0	0	0	0	0	0	0	0
	<b>F</b>	0	0	0	0	0	0	0	0
<b>Total</b>	<b>M</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	12	12
	<b>F</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	26	26
<b><u>Without Tenure</u></b>									
<b>Professors</b>	<b>M</b>	0	0	0	0	0	0	0	0
	<b>F</b>	0	0	0	0	0	0	0	0
<b>Associate Professors</b>	<b>M</b>	0	0	0	0	0	0	0	0
	<b>F</b>	0	0	0	0	0	0	0	0
<b>Assistant Professors</b>	<b>M</b>	0	0	0	0	0	0	0	0
	<b>F</b>	0	0	0	0	0	0	0	0
<b>All Others</b>	<b>M</b>	0	0	0	0	0	0	1	1
	<b>F</b>	0	0	0	0	0	0	1	1
<b>Total</b>	<b>M</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	1	1
	<b>F</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	1	1
<b><u>Total</u></b>									
<b>Professors</b>	<b>M</b>	0	0	0	0	0	0	2	2
	<b>F</b>	0	0	0	0	0	0	6	6
<b>Associate Professors</b>	<b>M</b>	0	0	0	0	0	0	2	2
	<b>F</b>	0	0	0	0	0	0	4	4
<b>Assistant Professors</b>	<b>M</b>	0	0	0	0	0	0	8	8
	<b>F</b>	0	0	0	0	0	0	16	16
<b>All Others</b>	<b>M</b>	0	0	0	0	0	0	1	1
	<b>F</b>	0	0	0	0	0	0	1	1
<b>Total</b>	<b>M</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	13	13
	<b>F</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	27	27
Legend: W=White Non-Hispanic, B=Black, H=Hispanic, A/PI=Asian/Pacific Islander, AI/AN=American Indian/Alaskan Native, NRA=Non-Resident Alien, U=Unknown, 2 or more races. Data provided by Sussex County Community College									

**II.E.2. Percentage of Course Sections Taught by Full-Time Faculty**

<b>Percentage of Course Sections Taught by Full-Time Faculty, Fall 2013 and Fall 2014</b>		
	<b>Total Number of Course Sections**</b>	
	<b>Fall 2013</b>	<b>Fall 2014</b>
<b>Taught by Full-time Faculty</b>	242 (37.0%)	233 (42.91%)
<b>Taught by Part-time Faculty</b>	412 (63.0%)	310 (57.09%)
<b>Taught by Others*</b>	0 (0.0%)	0 (0.0%)
<b>Total</b>	654 (100.0%)	543 (100.0%)

*Data Source: Sussex County Community College. \*Others include Full-time Administrators and Teaching Assistants. \*\*Concurrent, Open Labs, & Independent Study Not Included.*

**II.E.3. Ratio of Full-Time to Part-Time Faculty**

<b>Ratio of Full-Time to Part-Time Faculty, Fall 2013 and Fall 2014</b>		
	<b>Fall 2013</b>	<b>Fall 2014</b>
<b>Full-Time Faculty</b>	42 (18.0%)	40 (19.3%)
<b>Part-Time Faculty</b>	191 (82.0%)	167 (80.7%)
<b>Total</b>	233 (100.0%)	207 (100%)

*Data Source: Sussex County Community College.*



## II.F. Governing Board Characteristics

### II.F.1. Characteristics of the Board of Trustees by Race/Ethnicity and Sex

Characteristics of the SCCC Board of Trustees by Race/Ethnicity and Sex								
	W	B	H	A/PI	AI/AN	NRA	U	Total
<b>Male</b>	6	0	0	0	0	0	0	<b>6</b>
<b>Female</b>	5	0	0	0	0	0	0	<b>5</b>
<b>Total</b>	<b>11</b>	0	0	0	0	0	0	<b>11</b>
<i>Legend: W=White Non-Hispanic, B=Black, H=Hispanic, A/PI=Asian/Pacific Islander, AI/AN=American Indian/Alaskan Native, NRA=Non-Resident Alien, U=Unknown.</i>								
<i>Data Source: Sussex County Community College</i>								

### II.F.2. Characteristics of the Board of Trustees by Title and Affiliation

Members of the SCCC Board of Trustees, 2015		
Name	Title	Affiliation
Lorraine C. Parker	Retired Judge	
Jerry A. Scanlan	Director	Alcatel-Lucent Services Solutions Group
Kathleen Yaskovic	Attorney	Dolan & Dolan
Dr. Bernard J. Andrews	Retired Educator	
Maryanne Fox	Retired Healthcare Director	
Rachel A. Geraci	Commercial Lines New Business Development Producer	Tri State Insurance
Dr. Rosalie Lamonte	Executive County Superintendent	Sussex, Warren and Morris Counties
Edward J. Leppert	CPA	Leppert Group
Dr. Tyler Morgus	Strategic Marketing Manager	Thor Labs
Daniel M. Perez	Attorney	Daniel M. Perez, Esq.
Michael J. Spekhardt, Sr.	I.T. Software Compliance Manager	United Parcel Service
Frank Nocella	Interim President	Sussex County Community College
<i>Data Source: Sussex County Community College</i>		

### **II.F.3. URL with SCCC Board of Trustees Information**

Additional information can be found online at: <http://sussex.edu/aboutus/boardoftrustees/>

**II.G. Profile of the Institution**

**II.G.1. Degree and Certificate Programs**

<b>Degree and Certificate Programs Offered, Fall 2015</b>	
<b>Type of Degree</b>	<b>Program (CIP Code)</b>
<b>Associate in Arts (AA)</b>	<b>Liberal Arts (240101)</b> <ul style="list-style-type: none"> <li>○ Anthropology Option</li> <li>○ Communication/Broadcasting Option</li> <li>○ Communication/Film Studies Option</li> <li>○ Communication/Journalism Option</li> <li>○ Elementary/Secondary Education Option</li> <li>○ English Option</li> <li>○ History Option</li> <li>○ Political Science Option</li> <li>○ Pre-Law Option</li> <li>○ Psychology Option</li> <li>○ Sociology Option</li> <li>○ Theater Arts Option</li> </ul>
<b>Associate of Fine Arts (AFA)</b>	<b>Studio Arts (500702)</b> <ul style="list-style-type: none"> <li>○ Photography Option</li> </ul>
<b>Associate in Science (AS)</b>	<b>Accounting (520301)</b> <b>Business Administration (520201)</b> <b>Criminal Justice (430199)</b> <b>Environmental Studies (030103)</b> <b>Human Services (440701)</b> <b>Science/Mathematics (300101)</b> <ul style="list-style-type: none"> <li>○ Biology Option</li> <li>○ Chemistry Option</li> <li>○ Computer Science Option</li> <li>○ Engineering Science Option</li> <li>○ Geology Option</li> <li>○ Information Systems Option</li> <li>○ Mathematics Option</li> <li>○ Pre-Medical/Dental Option</li> <li>○ Pre-Nutrition/Dietetic Option</li> </ul>
<b>Associate in Applied Science (AAS)</b>	<b>Automotive Service Technology (150803)</b> <b>Business Management (520201)</b> <b>Child Development Specialist (131209)</b> <b>Computer Information Systems (110101)</b> <b>Criminal Justice Studies (430199)</b> <b>Fire Science Technology (430299)</b> <b>Graphic Design (500409)</b> <ul style="list-style-type: none"> <li>○ 3D Computer Arts Option</li> <li>○ Social Media Marketing Option</li> <li>○ Illustration Option</li> </ul> <b>Health Science (510000)</b>

	<p><b>New Media Communications (110801)</b>  <b>Nurse Education Program</b> (None – Partnership with Passaic County Community College)  <b>Paralegal Studies (220302)</b></p>
<b>Professional Certificates</b>	<p><b>Automotive Service Technology (150803)</b>  <b>Child Development Specialist (190709)</b>  <b>Computer Information Systems (110101)</b>  <b>Computerized Accounting (520399)</b>  <b>Elder Law Specialist (220302)</b>  <b>Fire Science Technology (430299)</b>  <b>Paralegal (220302)</b>  <b>Web Design (500409)</b>  <b>Web Publishing (091001)</b></p>

**II.G.2. Other Programs**

**Access Programs**

- GED/ABE Study Programs
- Academic Support Services
- Disabilities Assistance Program (DAP)
- English Speakers of Other Languages (ESOL)
- Developmental Studies Courses

**Certificates of Achievement**

- Bookkeeping
- Computer Aided Design/Drawing Software
- Digital Art and Illustration
- Graphic and Digital Design
- Independent Film
- Interactive Design Skills
- Multimedia Artist
- Photography
- Professional Public Leadership
- Social Media
- Technical Support
- Wordpress Theme and Design

### **Health Science Training Certificates**

- Certified Nurse Aide
- Coding and Billing Specialist
- EKG Technician
- Emergency Medical Technician
- Certified Homemaker-Home Health Aide
- Medical Assistant
- Medical Office Administration
- Patient Care Technician
- Pharmacy Technician
- Phlebotomy Technician
- Surgical Technology

### **Community Education Training Certificates**

- Alternate Route Teacher certification - New Pathways to Teaching in New Jersey
- Building Inspector RCS, ICS, HHS
- Certified Substitute Teacher/ NPTNJ 24 hour Pre-service Program
- Construction Official
- Electrical Inspector ICS, HHS
- Entrepreneur Certification Program (NJSBDC)
- Food Safety for Food Handlers
- Personal Watercraft & Boating Safety Certificate
- Plumbing Inspector ICS, HHS
- ServSafe® 1 Day Training
- Subcode Official
- Additional certifications are offered on line through ed2go and Gatlin

### Academic Initiatives

The New Jersey legislature passed the Lampitt Bill in September 2007, referred to as the NJ Transfer Law or Agreement. The law provides for the transfer of 60-64 credits for AA and AS degree graduates from NJ public community colleges to NJ public four-year colleges. Staying with the same major is best, and transfer admission is not guaranteed.

In addition, SCCC has established articulation agreements with both private and public four-year colleges for specific programs of study.

<b>4-Year College</b>	<b>SCCC Program</b>
Centenary College (private) Hackettstown, NJ	Human Services
Fairleigh Dickinson University (private) Madison, NJ	Graphic Design-3D Computer Arts Option, Graphic Design-Social Media Marketing Option
John Jay College of Criminal Justice (public) New York City, New York	Criminal Justice
Felician College (private) Lodi, NJ	Business Administration, Criminal Justice, Education
Marywood University (private) Scranton, PA	Graphic Design
New Jersey Institute of Technology (public) Newark, NJ	Computer Science, Information Systems
William Paterson University (public) Wayne, NJ	Business Administration, Education
East Stroudsburg University (public) East Stroudsburg, PA	Human Services, Liberal Arts-History Option, Liberal Arts-Pre-Law Option, Liberal Arts-Psychology Option, Accounting, Business Administration
Ramapo College (public) Mahwah, NJ	Human Services
Rutgers University (public) Newark, NJ	Human Services
Montclair State University (public) Montclair, NJ	Biology, Chemistry, Geology
Berkeley College (for-profit) Dover, NJ	Accounting, Business Administration, Criminal Justice, Liberal Arts-Pre-Law Option

This list of articulation agreements is also available in the 2014-2015 college catalog, posted at: <http://sussex.edu/aboutus/publications/> and <http://sussex.edu/academics/transferenceements/>

## **Profile of Community Education at SCCC**

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

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

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

### **Learning Opportunities for Seniors**

The "Over-50" sector of the population is the fastest growing age group in the country. Because CE believes that learning should be a lifelong process, we address the educational needs of this segment of the population through a variety of courses and seminars. The topics presented include computers, the Internet, money management, fitness and art. Additionally, CE sponsors a day dedicated to lifelong learning. Senior Day provides workshops, motivational speakers, and entertainment that encourage this population to come to SCCC and perhaps take a course.

## **Personal Enrichment**

Personal enrichment courses and seminars offered by CE are a wonderful opportunity for the community to explore interests and become part of a learning environment that is fun and stimulating. CE offerings such as photography, art, foreign languages, defensive driving, motorcycle rider, personal watercraft and boating safety, and dance can enrich the lives of members of the community and offer opportunities to explore new areas of interest.

## **Alternate Route for Teacher Certification**

Alternate Route for Teacher Certification: New Pathways to Teaching in New Jersey is in its tenth year at SCCC. Through a partnership with New Jersey City University, we offer students an opportunity to earn fifteen graduate level credits upon completion of this program. The program consists of two stages: Stage I begins in the spring and runs through the summer term, and Stage II begins in the fall and runs through the following spring semester. Many students completing this program have found full-time teaching positions.

## **Educational Leadership**

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

## **Public Safety Training Academy**

The Public Safety Training Academy (PSTA) is located approximately five miles from the SCCC main campus, at the Sussex County Homestead Complex on Morris Turnpike in Frankford Township (directly across from the Sussex County Library - Main Branch). The PSTA offers relevant, quality training and educational programs to local fire departments, the law enforcement community, emergency medical personnel, government employees and the general public in all aspects of public safety.

The facility is accredited by the Division of Fire Safety to deliver state fire service courses, and is also licensed for live burns and various simulations by the Division. The PSTA trains over 1,000 people annually in courses such as Firefighter 1, Firefighter 2, Firefighter 3, Strategies & Tactics, Incident Management, Fire Officer Training, Fire Extinguisher Training, Emergencies in Health Care Facilities Training, Vehicle Extrication, and Emergency Medical Technician Training, as well as other state & federally approved courses. It is also the county hub for police training at the facility's firing range. The Academy is equipped with full service fire vehicles, a burn building, smoke tower and various other training buildings and simulators.



## **II.H. 1. Major Research and Public Service Activities**

### **Major Research Activities**

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

### **Public Service Activities**

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

### **Supporting Local Businesses**

Sussex County Community College is the host to many initiatives designed to provide resources and enhance the county's economy. From computer training to personal finance, SCCC offers a broad range of workshops, seminars and career training programs for area residents and businesses. The Community Education and Workforce Development Division also offers customized training for area businesses. Additionally, the College is an active partner in the New Jersey Community College Consortium for Workforce and Economic Development. This consortium provides one-point access to all of the vast resources of the state's 19 community colleges, including over 1,700 programs taught by highly qualified faculty with business and industry experience.

### **Community Enrichment**

SCCC has a long tradition of offering diverse cultural programming to the community and dozens of enrichment activities for students and the public. The Performing Arts Center offers arts and entertainment for SCCC students and the community. The Performing Arts Center at SCCC has become the flagship theater in Northwest New Jersey presenting exceptional entertainment. SCCC presents a diverse showcase of dance, comedy, opera, contemporary and classical music, international and supernatural shows and student performances. The Campus Life Office and Veterans Services involve the community with scheduled events and trips. The Sussex County Department of Human Services, Division of Senior Services has partnered with the College to host an ongoing lecture and event series on campus in Newton.

*Thursdays on the Green*, a *free* concert series hosted on the SCCC campus has been a summer tradition for hundreds of residents of Sussex County. In addition to fabulous music, guests enjoy a family festival with vendors, artisans, giveaways and more. The concert series takes place for 4-7 weeks every summer under the Pavilion and on the Connor Green.

In addition to being the cultural hub for the County, the SCCC campus has become the center for dozens of community activities. An annual 9/11 Remembrance Ceremony takes place at the

College's 9/11 memorial each year and is developed with the College in partnership with various law enforcement veteran agencies in the county. The United Way, Sussex County Arts and Heritage Council, Sussex County Historical Society and dozens of other local charities use the campus green and College facilities for various fundraisers and activities. The Caring awards are presented to high school and middle school students on campus each year. Area law enforcement and emergency service volunteers are honored at an annual gathering on campus. The College hosts two blood drives on campus each year. A fitness and walking trail was opened on campus and is widely used by community members. Each year the Student Government Association organizes an annual community Haunted Hay Ride at the end of October. This event is attended by hundreds of area school children.

The Art Gallery, as well as the atrium of the Performing Arts Center, allows many local artists and students the opportunity to present their various artworks in all types of mediums. A reception to meet the artist and discuss the art is followed by a month-long exhibit.

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

### **Philanthropy**

Sussex County Community College students, staff and faculty support dozens of charitable events throughout the year. The College is an active participant in the Sussex County United Way annual campaign, Rockin' Fest to support student veterans, Play for Pink for breast cancer awareness, Roteract (a student-led Rotarian organization), Habitat for Humanity projects and many other fundraising drives. Student Clubs and SCCC athletic teams champion specific causes throughout the year including Project Self Sufficiency, DASI, various drives (holiday food, clothing, and toys) and more.

SCCC has a 501(c)3 Foundation that raises funds and support for College initiatives. The Foundation also supports worthy, community-wide projects and events by participating and/or funding.

Each month the college reports community service activities to the Board of Trustees. This report details monthly volunteer service of the SCCC faculty and staff. Over 70% of SCCC employees participate regularly in some form of community service. Service areas represented include local community organizations, faith-based causes, health and wellness issues, social services, arts, culture, and education.

### **Volunteerism in the Classroom**

In the spring semester of 2010, SCCC partnered with United Way of Sussex County to mobilize volunteers on campus and throughout the community. Service Learning is a teaching and learning strategy that integrates community service with instruction and reflection.

### **Health Awareness**

The College hosted a Healthcare Enrollment Day to bring the community on campus. Individuals were able to sign up for affordable healthcare. Area residents were provided with information on the healthcare marketplace and were able to facilitate their enrollment for coverage.

### **Improving employment skills in the community**

In the summer of 2012, the NJ State Department of Labor approached community colleges requesting support with training for local residents who were transitioning from state to federal unemployment benefits. SCCC responded to this request and has trained hundreds of area residents on resume writing, job search skills and local resources available to support unemployed individuals. The College has also held Job Fairs that were open to the community with local businesses and four-year colleges in attendance.

Project Self Sufficiency of Newton and SCCC have partnered to offer adult learners the opportunity to gain valuable information and assistance on going to college. Campus 2 Campus is a new program that gives adults the skills they need to enter into college.

### **Veteran Support**

SCCC has a Veteran Affairs Office and a full-time Coordinator to help support the College's student veterans as they transition from active duty to civilian and student life. The Office has developed a program with the U.S. Department of Veteran Affairs for regular visits to campus to help serve all of the veterans in the county.

**II.I. Major Capital Projects**

**R&D EXPENDITURES : YEAR 2014**

**Sussex**

	Amount (\$)
Federally Financed Academic R&D Expenditures	\$3,000,000
Institutionally Financed Academic R&D Expenditures	\$0
Total Academic R&D Expenditures	\$3,000,000

*Source: Sussex County Community College, Finance Department*