

**New Jersey President's Council  
Academic Issues Committee  
Minutes  
February 1, 2013**

**Present (via telephone):**

James Burkley	Rutgers University
Rafael Castilla	Eastwick College
Willard Gingerich	Montclair University
Barbara Gitenstein	The College of New Jersey
Sue Henderson	New Jersey City University
Thomas Isekenegebe	Cumberland County
Judith Redling	New Jersey Institute of Technology
Charles Rooney	Felician College

**Also Present (via telephone):**

Glenn Lang	Office of the Secretary of Higher Education
Allison Samay	NJ President's Council
Eric Taylor	Office of the Secretary of Higher Education

**Not Present:**

Edythe Abdullah	Essex County College
William Austin	Warren County College
Nancy Blattner	Caldwell College
Eugene Cornacchia	Saint Peter's College
Ali Houshmand	Rowan University
Jeff Toney	Kean University
Freda Zackin	University of Medicine and Dentistry of New Jersey

**I. Call to Order**

**II. Approval of the November 30, 2012 AIC meeting minutes**

It was moved by Dr. Castilla and seconded by Dr. Henderson to approve the minutes of November 30, 2012. Dr. Castilla offered three editorial changes to the minutes which were accepted as a friendly amendment to the motion. The motion carried.

**III. New Programs (9 Action Items)**

**A. Berkley College**

1. Locating an Existing Degree Programs at the Woodland Park Campus
  - a. BFA in Interior Design
  - b. BS in Interior Design Management
  - c. AAS in Interior Design

It was moved by Dr. Castilla and seconded by Dr. Henderson that these programs be recommended to the Presidents' Council. Dr. Gitenstein summarized the submitted proposal. The motion carried.

**B. Rowan University**

1. Conversion of Programs within an Existing Master of Science to Full Degree Status:
  - a. Master of Science in Chemical Engineering
  - b. Master of Science in Civil Engineering
  - c. Master of Science in Electrical and Computer Engineering
  - d. Master of Science in Engineering Management
  - e. Master of Science in Mechanical Engineering

It was moved by Dr. Rooney and seconded by Dr. Henderson that these programs be recommended to the Presidents' Council. Dr. Gitenstein summarized the submitted proposal. The motion carried.

**C. William Paterson University of New Jersey**

1. New Program
  - a. Psy.D. – Doctor of Psychology in Clinical Psychology

It was moved by Dr. Rooney and seconded by Dr. Henderson that this program be recommended to the Presidents' Council as a program that exceeds the mission of the institution and will require further approval by the Office of the Secretary of Higher Education. The motion carried.

The committee discussed the importance for institutions to consider petitioning for a change to the mission, when appropriate, versus submitting multiple programs which exceed the institution's mission for approval.

**IV. Information Items (36 items)**

- The committee acknowledged receipt and reviewed the following items:

**A. Atlantic Cape**

1. Initiation of Certificate of Achievement in Android Programmer

**B. Brookdale Community College**

1. Discontinuations of Programs and Certificates
  - a. Computer-Aided Drafting and Design A.A.S.
  - b. Computer-Aided Drafting and Design Academic Credit Certificate of Achievement
  - c. Social Sciences A.A. Ethnic Studies Option

**C. Mercer County Community College**

1. Intent to Terminate Program

- a. A.A.S. Insurance and Financial Services

#### **D. Monmouth University**

##### 1. Change of CIP Codes

- a. Post Master's Certificate: Family Psychiatric and Mental Health Nurse Practitioner from 51.3803 to 51.3805
- b. School Nursing Certificate from 51.3808 to 51.3899
- c. School Nursing – Non Instructional Certificate from 51.3808 to 51.3899
- d. Play Therapy Certificate from 44.0799 to 44.0701
- e. Spanish Language Certificate from 16.9999 to 16.0905

##### 2. Curricular Revisions

- a. Post Master's Certificate: Family Psychiatric and Mental Health Nurse Practitioner from 27 to 33 credits
- b. Post Master's Certificate: Family Nurse Practitioner from 27 to 30 credits

#### **E. Montclair State University**

##### 1. Termination of Certificate Programs

- a. Post MBA Certificate program in Finance
- b. Post MBA Certificate program in International Business
- c. Post MBA Certificate program in Management
- d. Post MBA Certificate program in Management Information Systems
- e. Post MBA Certificate program in Marketing

#### **F. Passaic County**

##### 1. Initiation of Certificate Programs

- a. Alcohol and Drug Certificate
- b. Implementation, Technical and Software Support Specialist in Electronic Health Records Systems Certificate
- c. Workflow Redesign and Information Management Specialist in Electronic Health Record Systems Certificate
- d. American Sign Language and Deaf Studies Certificate
- e. Infant Toddler Certificate
- f. Computerized Accounting Certificate
- g. Cyber Security and Computer Forensics Certificate
- h. Fitness Specialist Certificate
- i. Emergency Management Certificate
- j. Sales Associate Certificate
- k. PC Basic Skills Certificate
- l. Trainer for Electronic Health Records Systems
- m. Graphic Design and Digital Media Certificate

AIC Meeting Minutes  
February 1, 2013

2. Change in Nomenclature
  - a. From: English as a Second Language Program To: English Language Studies
3. Initiation of a Program Option
  - a. A.S. in Human Services Option in Mental Health

**G. Union County College**

1. Change in Nomenclature
  - a. From: A.A.S. in Hotel, Tourism and Restaurant program To: A.A.S. in Hotel, Restaurant and Tourism Management program
2. Initiation of a Program Option
  - a. Sustainability Science option in the A.S. in Engineering program.

**H. UMDNJ**

1. Removal of Partners in Joint Program
  - a. Removal of Felician College as a partner in the Joint Associate Degree program in Psychosocial Rehabilitation and Treatment at the UMDNJ – School of Health Related Professions
  - b. Removal of Middlesex County College as a partner in the Joint Dental Assisting program at UMDNJ-School of Health Related Professions

**V. New Business**

**A. April Meeting Date Change**

Dr. Gitenstein indicated that due to the Association of Governing Boards Conference, the April 19, 2013 meeting will need to be rescheduled. Committee members will be contacted to identify an alternative date.

**VI. Old Business**

**A. Changes to AIC Manual for 2013-2014**

- Dr. Gitenstein raised the following issues regarding potential changes for the 2013-2014 AIC Manual. The committee was asked to give these and other possible changes consideration in preparation for a full discussion at the next meeting of the AIC.
  - Reference to the status of UMDNJ (throughout the document)
  - I. A. Purpose and Statutory Basis: The NJPC has requested that this section be modified to incorporate an enhancement of the committee's role with regard to program quality.
  - I. B. section modified to address role and responsibilities of designees, a proposal for committee members to serve as readers for action items, and to address the appropriate use of recusal votes
  - Change "Commission" to Office of the Secretary of Higher Education (throughout the document)

AIC Meeting Minutes  
February 1, 2013

- Change to the document cover to eliminate reference of the “Academic Affairs Committee”
- Description of the proposal for a new program: evaluation of program and relationship to the strategic plan of the institution. Suggestion was made to remove item c. and accept the proposed item 3 as a way to highlight the importance of the relationship of the program to the strategic plan.
- Reference regarding employment need should more strongly identify New Jersey and regional
- Section 2A – add reference to electronic distribution of the program announcement. Suggestion was made to incorporate an email list and use of NJPC website for program announcements.
- Suggestions for further changes by committee members should be forwarded to Dr. Gitenstein for incorporation into the next version of the manual for discussion at the March meeting.