

**New Jersey Presidents' Council**  
**Academic Issues Committee**  
February 21, 2020

MINUTES

I. Call to Order / Roll Call

**Present by Phone:**

Nurdan Aydin – NJCU  
MaryAnn Baenninger – Drew University  
Basil Baltzis - NJIT  
Jacki Belin – Raritan Valley Community College  
Jim Burkley – Rutgers University  
Chris Capuano – Fairleigh Dickinson University  
Rafael Castilla – Eastwick College  
Jon Connolly – Sussex County Community College  
Machetta Evans – Bloomfield College  
Willard Gingerich – Montclair University  
Roberta Harvey – Rowan University  
Sue Henderson, Chair AIC, - NJCU  
Bob Kleinschmidt – Mercer County Community College  
Jeff Lee – Essex County College  
Michelle McDonald – Stockton University  
Jennifer Palmgren – The College of NJ  
Marsha Pollard – Berkeley College  
David Stout – Brookdale Community College  
Jeff Toney – Kean University

**Also Present by Phone:**

Allison Samay - NJPC  
Eric Taylor – Office of the Secretary of Higher Ed  
Guillermo “Will” de Veyga - NJCU  
Rose Mary Reilly – NJCU

**Submitted Report:**

Mark McCormick – Middlesex County College

II. Approval of Minutes of the January 10, 2020 Meeting

Dr. Aydin moved to approve the minutes of the January 10, 2020 meeting, seconded by Dr. Harvey. Minutes were approved.

III. Report from the Chair

IV. New Programs

**A. Montclair State University**

**1. B.S. in Applied Mathematics and Statistics, CIP Code 27.0301**

First Reader: Basil Baltzis, New Jersey Institute of Technology

Second Reader: Jim Burkley, Rutgers University

Dr. Baltzis summarized the submitted proposal stating this is a conversion of an existing concentration to a standalone degree under the BS in Applied Mathematics and Statistics. The program is well designed and has three different tracks, one in applied mathematics, one in statistics and one in mathematics finance. All tracks will have as part of the curriculum and student experience, either a Co-Op experience or a capstone research experience. The assessment of the program is well written, program learning outcomes and student learning outcomes are well described and rubrics provide a particular example. The program is related to the University's strategic plan. Over 30 new courses need to be developed for this program. This is a design of a totally new program, not a conversion, therefore an External Consultant is required. The second reader, Mr. Burkley concurred with Dr. Baltzis summary. Dr. Baltzis requested that the proposal should not be forwarded to the Presidents' Council and be returned to the institution. The Committee agreed. Dr. Gingerich abstained.

**Action:** The Committee agreed that the proposal be returned to the institution for the institution to address the following:

1. Resubmit as a New Program as this is not a Conversion.
2. External Consultant review required.

**B. Passaic County Community College**

**1. A.S. in Criminal Studies, CIP Code 43.0104**

First Reader: Michael McDonough, Raritan Valley Community College

Second Reader: Mark McCormick, Middlesex County College

\*Dr. Belin reported in the absence of Dr. McDonough. Dr. Belin summarized the submitted proposal stating the program is designed to prepare students to do one of the following (1) directly enter the criminal justice profession, (2) to help advance the careers of incumbent workers in the criminal justice profession, (3) facilitate the transfer of students who would like to continue their educational studies at the baccalaureate level. The program is consistent with the institutions mission and values. The degree requirements are clearly articulated and meet the 60 credit requirements. The external consultant meets the guidelines and visited the campus in October 2019. Dr. McCormick submitted a written report that was in agreement with Dr. Belin's summary. Dr. Belin moved to recommend the proposal to the President's Council. The motion was carried.

2. A.S. Advanced and Continuous Studies, CIP Code 24.0101  
First Reader: David Stout, Brookdale Community College  
Second Reader: Jon Connolly, Sussex County College  
Dr. Stout summarized the submitted proposal stating the program is a 3 + 1 partnership program with Ramapo College. The program aligns with the Institutions goals and the consultant is well qualified. The institution provided a good response to the consultant's report. The second reader Dr. Connolly concurred with Dr. Stout's summary. Dr. Stout moved, seconded by Dr. Connolly to recommend this proposal to the President's Council. The motion was carried.

V. Other Action Items

**A. Rowan College at Burlington County**

1. Conversion of the Associate of Applied Science in Geospatial Technology from an Option to Liberal Arts to a stand-alone Associate of Applied Science in Geospatial Technology (AAS.GIS) Degree Program, CIP Code 40.0699  
First Reader: Tony Munroe, Essex County College  
Second Reader: Nurdan Aydin, New Jersey City University  
\*Dr. Lee reported in the absence of Dr. Munroe. Dr. Lee summarized the submitted proposal stating the conversion of the Associate of Applied Science in Geospatial Technology from an Option to Liberal Arts to a stand-alone full program status as an Associate of Applied Science degree in Geospatial Technology, with waiver requested from full process. The objectives are well stated, there are four program learning outcomes, and the program does have 60 credits. The learning outcomes assessment and program curricular map are included. The second reader Dr. Aydin concurred with Dr. Lee's summary. Dr. Lee moved, seconded by Dr. Aydin to recommend this proposal to the President's Council. The motion was carried.
2. Conversion of the Associate of Science in Environmental Science from an Option to Liberal Arts and Sciences to a stand-alone Associate of Science in Environmental Science (AS.ENV) Degree Program, CIP Code 03.0104  
First Reader: Marsha Pollard, Berkeley College  
Second Reader: MaryAnn Baenninger, Drew University  
Dr. Pollard summarized the submitted proposal stating the conversion of the Associate of Science in Environmental Science from an Option to Liberal Arts and Sciences to full program status as an Associate of Science in Environmental Science, with waiver requested from full process. There are five program learning outcomes and detailed program curricular map. The program learning outcomes are also mapped with specific objectives in the Institutions strategic plan. They sufficiently addressed all of the questions when requesting a waiver. The second reader Dr. Baenninger concurred with

Dr. Pollard's summary. Dr. Pollard moved, seconded by Dr. Baenninger to recommend this proposal to the President's Council. The motion was carried.

## **B. Rutgers University Camden**

1. Conversion of Option to Full Program Status - B.A. in Philosophy, Religion Option to B.A. in Religion, CIP Code 38.0201  
First Reader: Jeff Toney, Kean University  
Second Reader: Willard Gingerich, Montclair State University  
Dr. Toney summarized the submitted proposal stating the conversion of the B.A. in Philosophy, Religion Option to B.A. in Religion, with waiver requested from full process. The Institution has offered an option in Religion since the year 2000. They are following 120 course credit requirements. There are two areas for consideration (1) enrollment history and student needs. The document states there is a strong student need based predominately on students up to 600 per year enrolling in Religion and Philosophy but since 2000 there have been two to five students each year completing the Religion option. (2) Assessments and student learning outcomes, seems to be thin and would like to see more around rubrics and course mapping. The math on pages 7 & 8 did not seem to add up to 120. The second reader Dr. Gingerich concurred with Dr. Toney's summary. Dr. Toney moved, seconded by Dr. Gingerich to recommend this proposal to the President's Council. The motion was carried. The AIC added, this is a straight forward conversion but would like for the Institution to look more carefully at the assessment particularly the rubrics, the enrollment projections and how to get to 120 credits. Mr. Burkley abstained.

## **C. Rutgers University New Brunswick**

1. Conversion of Option to Full Program Status with Degree Designation Change – Rutgers New Brunswick Master of Communication and Media, Health Communication Option to Master of Health Communication and Information, CIP Code 09.0905  
First Reader: Jennifer Palmgren, The College of New Jersey  
Second Reader: Chris Capuano, Fairleigh Dickinson University  
Dr. Palmgren summarized the submitted proposal stating the conversion of the Option to Full Program Status with Degree Designation Change – Rutgers New Brunswick Master of Communication and Media, Health Communication Option to Master of Health Communication and Information, with waiver requested from full process. This is within the programmatic mission of the institution, they are not seeking specialized accreditation, and the waiver request was included. This is a 36 credit program. The proposal includes program goals, student learning outcomes and curriculum map, and aligns with several of Rutgers strategic goals. The existing option has been in place since 2007. The second reader Dr. Capuano concurred with Dr. Palmgren's summary. Dr. Palmgren moved,

seconded by Dr. Capuano to recommend this proposal to the President's Council. The motion was carried. Mr. Burkley abstained.

VI. For Your Information

**A. Bergen Community College**

- Initiation of a program option – approve curriculum for the Associate in Science, Professional Studies, Exploratory Studies program option (AS.PS.EXPL)

**B. Kean University**

- Termination of Program
  - BS/MS Science and Technology, Engineering (with NJIT)

**C. Ocean County College**

- Six Termination of Programs
  - Criminal Justice Certificate of Proficiency, CIP Code 43.0107
  - Legal Secretary Certificate of Proficiency, CIP Code 22.0302
  - Personal Training Certificate of Proficiency, CIP Code 51.0913
  - Physical Therapy Aide Certificate of Proficiency, CIP Code 51.0806
  - Sports Management Certificate of Proficiency, CIP Code 51.9999
  - Theatre Production Certificate of Proficiency, CIP Code 50.0599

**D. Ramapo College of New Jersey**

- Two New Minors
  - Minor in Human Resource Management
  - Minor in Sports Management
- New Graduate Concentration in Higher Education Leadership as part of the existing Master of Arts in Educational Leadership Program

**E. Rowan College of South Jersey**

- Program Name Change from A.A.S. Engineering Technologies to A.A.S. Surveying Engineering Technology
- Three Certificate of Achievements
  - Civil Engineering, CIP Code 14.0101
  - Chemical Engineering, CIP Code 14.0101
  - Mechanical Engineering, CIP Code 14.0101
- New Degree Option for an A.A. Criminal Justice: Emergency Management Option program

VII. Old Business

**A. College of Saint Elizabeth Petition for University Designation response to the queries from the AIC January 10, 2020 Meeting**

First Reader: Rafael Castilla, Eastwick College

Second Reader: Roberta Harvey, Rowan University

Dr. Castilla summarized The College of Saint Elizabeth' response to the queries from the AIC January 10, 2020 review. The Institution provided evidence that growth and investments have been and will be sustained. Pages 6-7 of the petition for university

status include a chart of graduate programs offered at the College of Saint Elizabeth and the year in which each started. All 25 graduate programs at CSE have been in continuous operation since their beginning and none have been discontinued or suspended, that demonstrates the institution's sustained investments in and support for these offerings.

In response to the Institution contemplating a third school, the College is considering a new organizational structure inclusive of a third school is in direct response to the State guidelines for colleges to petition for university status, this is one of the approaches CSE is considering to further support and enhance graduate offerings. Plans for a third school are just one of the structural enhancements discussed as the Institutions graduate programs grow.

CSE provided an updated chart to include five years of expenditures to further demonstrate incremental increases in the College's investment in its graduate programs. The College's petition for university status also includes a comprehensive analysis of the substantive investment the College has made in graduate programs within the past five years.

In conclusion, the CSE noted on page 12 in the Consultant's Report, "The College's petition and supporting appendices document that it has met eligibility criteria for the period of 2014-2019, and furthermore addresses the development of its next strategic plan to include graduate education through 2024." The College of Saint Elizabeth asserts that it sufficiently meets all criteria for university status, including those in the areas of organization and resources, well beyond the requisite five years. The College stated it has sustained several graduate programs for over two decades and continuously strives to strengthen its graduate offerings through the rigor of accreditation and ongoing investments in infrastructure and personnel.

Based on the response from the College of Saint Elizabeth and the new appendix that shows the financial projections, Dr. Castilla is satisfied with the information provided by the Institution and made a motion to the Committee to move the petition for University Designation to the President's Council so they can determine whether it should be considered by the Secretary of Higher Education. Dr. Harvey seconded the motion, the motion was carried. Dr. Evans abstained (as this was Bloomfield College's first meeting).

## VIII. New Business