

**New Jersey President's Council
Academic Issues Committee
February 26, 2016 – 10:00 –11:30 am**

Via Conference Call

Minutes

Present Via Phone: Nancy Blattner (Chair), Sue Henderson, Joanne LaPerla-Morales, Barbara-Jayne Lewthwaite, Anne Prisco

Also Present Via Phone: Basil Baltzis, Nancy Becker, James Burkley, Beth Castiglia, Rafael Castilla, Susan Davenport, Williard Gingerich, Roberta Harvey, Sharon Kievit, Jennifer Palmgren, Allison Samay, Michael Smith, Jackie Taylor, Jeff Toney, Marianne Vakalis, Douglas Walcerz

Not Present: Gale Gibson, R. Barbara Gitenstein, Michael Smith, Eric Taylor, Jianping Wang

I. Call to Order/Roll Call

II. Approval of the Minutes of the January 15, 2016 Meeting

It was moved by Dr. Blattner, and seconded by Dr. Castilla, that the minutes of the January 15, 2016 meeting be approved. The motion carried unanimously.

III. New Programs

A. Caldwell University

1. Bachelor of Science, Public Health Education (51.2201)

First Reader: Anne Prisco, Felician University

Second Reader: Jeff Toney, Kean University

Dr. Prisco summarized the submitted proposal stating that it was very well written. It supports the institution's strategic plan, includes a thorough consultant's report and university response. Dr. Toney concurred with Dr. Prisco's review adding that the consultant's report should be a model for future proposals. It was moved by Dr. Prisco and seconded by Dr. Toney that this request be recommended to the NJPC. The motion carried. Dr. Blattner abstained.

2. Masters of Arts, Organizational Leadership for Higher-Education (13.0406)

First Reader: Barbara-Jayne Lewthwaite, Centenary College

Second Reader: Roberta Harvey, Rowan University

Dr. Lewthwaite summarized the submitted proposal stating that it was well written and supports the institution's strategic plan. It includes a qualified consultant's report and an assessment plan with measurable expectations. Dr. Harvey's noted that the market analysis was brief, but she concurred with Dr. Lewthwaite's review. It was moved by

Dr. Lewthwaite and seconded by Dr. Harvey that this request be recommended to the NJPC. The motion carried. Dr. Blattner abstained.

B. Cumberland County College

1. Associate in Arts: Child Advocacy (13.1011)

First Reader: Gale Gibson, Essex County College*

Second Reader: Jianping Wang, Mercer County Community College (absent due to an emergency)

*Dr. Douglas Walcerz, VP, Planning, Research and Assessment reported on behalf of Dr. Gibson.

Dr. Walcerz summarized the submitted proposal stating that it supports the institution's strategic plan, includes a qualified consultant's report, an assessment plan and a fieldwork component. Dr. Blattner noted that there was no budget component and no response was provided to the consultant's enrollment questions.

Dr. Gingerich stated that Montclair State University would be willing to assist Cumberland County College with further development of this proposal. After discussion, the committee agreed that Cumberland County College would be asked to resubmit the proposal with a budget and a response to the consultant's questions. Upon receipt of this information, the committee will move forward with its recommendation.

C. Fairleigh Dickinson University

1. Master of Science in Digital Marketing (52.1499)

First Reader: Susan Davenport, Stockton University

Second Reader: Rafael Castilla, Eastwick College

Dr. Davenport summarized the submitted proposal stating that it is a unique program. The proposal included a qualified consultant's report though it was noted that a site visit had not taken place. Dr. Catilla noted that the assessment plan did not include curriculum mapping. The committee concurred that consistency is necessary in the approval of programs. After discussion, the committee agreed that Fairleigh Dickinson University would be asked to resubmit the proposal with a curriculum map to the assessment plan and verification of a consultant's site visit. Upon receipt of this information, the committee will move forward with its recommendation. It was noted that the AIC is mandating a site visit for all submitted proposals (traditional or online).

D. Hudson County Community College

1. Associate in Science, Human Services – Pre-Social Work (44.0701)

First Reader: Jianping Wang, Mercer County Community College (absent due to an emergency)

Second Reader: Joann LaPerla-Morales, Middlesex County College

Dr. Joann LaPerla-Morales summarized the submitted proposal stating that it supports the institution's strategic plan and includes a qualified consultant's report. The consultant requested a program assessment plan. Though it was stated that the plan was developed, it is not included with the proposal. After discussion, the committee agreed that Hudson County Community College would be asked to resubmit the proposal with a program assessment plan. Upon receipt of this information, the committee will move forward with its recommendation.

E. Kean University

1. Master of Arts in Hindu/Urdu Language Pedagogy (13.1306)

First Reader: James Burkley, Rutgers University

Second Reader: Basil Baltzis, NJIT

Mr. Burkley summarized the submitted proposal stating that it was a well-prepared proposal with a defined need. The proposal supports the institution's strategic plan, includes a qualified consultant's report and an assessment plan with measurable expectations. Dr. Baltzis concurred with Mr. Burkley's review. It was moved by Mr. Burkley and seconded by Dr. Baltzis that this request be recommended to the NJPC. The motion carried. Jeff Toney abstained.

F. Montclair State University

1. Bachelor of Arts, in Arabic (16.1101)

First Reader: R. Barbara Gitenstein, The College of New Jersey*

Second Reader: Sue Henderson, New Jersey City University

*Jackie Taylor, Provost and VP for Academic Affairs, reported in the absence of Dr. Gitenstein.

Dr. Taylor summarized the submitted proposal stating that it is an impressive proposal emphasizing the importance of Arabic in the world. There is a strong audience for this program, which incorporates a study-abroad component. It includes a qualified consultant's report, an institutional response and an assessment plan with measurable expectations. Dr. Henderson concurred with Dr. Taylor's review. It was moved by Dr. Taylor and seconded by Dr. Henderson that this request be recommended to the NJPC. The motion carried.

G. Stockton University

1. Bachelor of Science in Exercise Science (31.0505)

First Reader: Basil Baltzis, NJIT

Second Reader: Barbara-Jayne Lewthwaite, Centenary College

Dr. Baltzis summarized the submitted proposal stating that it supports the institution's strategic plan, includes a qualified consultant's report and an assessment plan with measurable expectations. Dr. Baltzis noted that the proposal does not include a curriculum map, and recommended that one should be requested from the institution. Dr. Lewthwaite concurred with Dr. Baltzis' review. It was moved by Dr. Baltzis and seconded by Dr. Lewthwaite that this request be recommended to the NJPC. The motion carried. Sue Davenport abstained.

Note: Dr. Davenport will provide the curriculum map immediately to the committee. It was inadvertently not included with the submitted proposal. (Note: The curriculum map has been posted to the AIC site).

IV. Other Action Items

A. Montclair State University

1. Programmatic Degree Level from Master's to Doctoral

Dr. Blattner reviewed the letter submitted by Dr. Susan Cole with regard to Montclair State University's request to change the institution's programmatic degree level from Master's to Doctoral. After discussion, it was moved by Dr. Blattner and seconded by Dr. Castilla that this request be recommended to the NJPC. The motion carried. Willard Gingerich abstained from the vote.

B. Pillar College

1. Bachelor of Arts, Organizational Leadership (Conversion to Full Program Status) (52.0213)

First Reader: Rafael Castilla, Eastwick College

Second Reader: Michael Smith, Berkeley College*

*Beth Castiglia, Provost, reported in the absence of Dr. Michael Smith

Dr. Castilla summarized the submitted proposal stating that it supports outcomes and contains an assessment plan with measurable expectations. Dr. Castiglia concurred with Dr. Castilla's review. It was moved by Dr. Castilla and seconded by Dr. Smith that this request be recommended to the NJPC. The motion carried.

C. Rutgers University (New Brunswick)

1. Master of Business and Science in Computer and Information Sciences (Conversion of Options to Full Program) (11.0199)

First Reader: Roberta Harvey, Rowan University

Second Reader: R. Barbara Gitenstein, The College of New Jersey*

*Jackie Taylor, Provost and VP for Academic Affairs reported in the absence of Dr. Gitenstein.

Dr. Harvey summarized the submitted proposal stating that it is a conversion and she supports the institution's plan. Dr. Taylor concurred with Dr. Harvey's review. It was moved by Dr. Harvey and seconded by Dr. Taylor that this request be recommended to the NJPC. The motion carried. James Burkley abstained.

2. Master of Business and Science in Engineering Management (Conversion of Option to Full Program) (15.1501)

First Reader: Willard Gingerich, Montclair State University

Second Reader: Sue Henderson, New Jersey City University

Dr. Gingerich summarized the submitted proposal stating that it is a conversion and he supports the institution's plan. Dr. Henderson concurred with Dr. Gingerich's review. It was moved by Dr. Gingerich and seconded by Dr. Henderson that this request be recommended to the NJPC. The motion carried. James Burkley abstained.

V. Old Business

A. Felician University

1. Master of Science in Computer Science (11.0701)

First Reader: Sue Henderson, New Jersey City University

Second Reader: Basil Baltzis, New Jersey Institute of Technology

Dr. Henderson summarized the revised proposal and stated that the AIC requested information was included in the resubmission. Dr. Henderson noted that the proposal was quite thorough and contained a consultant's report. Dr. Baltzis concurred with Dr. Henderson's review. It was moved by Dr. Henderson and seconded by Dr. Baltzis that this request be recommended to the NJPC. The motion carried. (Dr. Prisco abstained).

VI. For Your Information

A. DeVry University

Associate in Applied Science in Neurodiagnostic Technology (51.0903)

B. Ocean County College

AAS Degree in Dental Hygiene – Terminated (51.0602)

C. Rutgers University (New Brunswick Campus)

BA In Latino and Caribbean Studies – Nomenclature Change (05.0203)

D. Rutgers University (New Brunswick Campus)

Ed.M in College Student Affairs – Change of Credit Requirements (13.1102)

VII. New Business

A. AIC Manual Subcommittee

Dr. Blattner requested members to form an AIC Manual Subcommittee (revisions). Sue Henderson, Jeff Toney, and Susan Davenport agreed to serve on the subcommittee.

Next Meeting Date – April 1, 2016

Submission Date – March 18, 2016

Note: All AIC submissions should be sent to aic@caldwell.edu