

**New Jersey President's Council
Academic Issues Committee
April 1, 2016- 10:00 -12:00 pm**

Via Conference Call

Minutes

Present Via Phone: Nancy Blattner (Chair), Sue Henderson, Barbara-Jayne Lewthwaite, Anne Prisco, Jianping Wang

Also Present Via Phone: Basil Baltzis, Nancy Becker, James Burkley, Beth Castiglia, Rafael Castilla, Susan Davenport, Williard Gingerich, Roberta Harvey, Sharon Kievit, Mark McCormick, Edward Ogle, Allison Samay, Eric Taylor, Jeff Toney

Not Present: Gale Gibson, R. Barbara Gitenstein, Joanne LaPerla-Morales, Michael Smith

I. Call to Order/Roll Call

II. Approval of the Minutes of the February 26, 2016 meeting

It was moved by Dr. Castilla and seconded by Dr. Harvey, that the minutes of the February 26, 2016 meeting be approved. The motion carried unanimously.

III. New Programs

A. Caldwell University

1. Bachelor of Science, in Healthcare Administration (51.0701)
First Reader: Barbara-Jayne Lewthwaite, Centenary College
Second Reader: Jeff Toney, Kean University

Dr. Lewthwaite summarized the submitted proposal stating that it supports the institution's strategic plan and mission and includes a qualified consultant's report. Dr. Toney concurred with Dr. Lewthwaite's review adding that a student survey was included and that there is clear a need for the program. It was moved by Dr. Lewthwaite and seconded by Dr. Toney that this request be recommended to the NJPC. The motion carried. Dr. Blattner abstained.

C. Eastern International College

1. RN to BSN (51.3801)
First Reader: Basil Baltzis, NJIT
Second Reader: Rafael Castilla, Eastwick College

Dr. Baltzis summarized the proposal stating that there are many similarities to the Union County Community College and Passaic County Community College proposals that the AIC did not approve in December. The major objection to the proposal is that there is currently no need for the program since numerous other institutions are

offering a similar BSN program. The program also exceeds the programmatic mission of the institution. Dr. Castilla concurred with Dr. Baltzis' comments and added that the proposal was weak in the assessment area (specifically, a curriculum map was not included in the proposal). Dr. Castilla also stated that the consultant's report was substandard and did not include recommendations. Dr. Baltzis and Dr. Castilla agreed that the proposal should not be moved forward.

Action Item: Dr. Blattner will bring the committee's findings to the NJPC for discussion in April.

C. Pillar College

1. MA Degree – Counseling (42.2899)

First Reader: Joann LaPerla-Morales, Middlesex County College*

Second Reader: Gale Gibson, Essex County College

*Mark McCormick reported in the absence of Dr. LaPerla-Morales.

Dr. McCormick summarized the submitted proposal stating that the proposal exceeds the institution's mission and the proposal contained numerous letters of objection from peer institutions. The proposal contains a consultant's report with three recommendations that must be addressed before the AIC can move forward with a recommendation. In the absence of Dr. Gibson, Dr. Blattner added that since the report does not contain an assessment plan that aligns SLOs with courses and assessment the AIC cannot move forward on this recommendation.

Action Item: Pillar College will be informed that the assessment plan needs to be revised and the consultant's recommendations need to be addressed.

D. Kean University

1. Master of Architecture (04.0201)

First Reader: James Burkley, Rutgers University

Second Reader: Susan Davenport, Stockton University

Mr. Burkley summarized the submitted proposal stating that it is a thorough report. It is linked to the institution's strategic plan, demonstrates an economic need and includes a supportive consultant's report. Dr. Davenport concurred with Mr. Burkley's review adding that she would have liked to have seen a stronger university response to the consultant's report. It was moved by Mr. Burkley and seconded by Dr. Davenport that this request be recommended to the NJPC. The motion carried. Jeff Toney abstained.

2. Master of Science in Physician Assistant Studies (51.0912)

First Reader: Willard Gingerich, Montclair State University

Second Reader: Susan Davenport, New Jersey City University

Dr. Gingerich summarized the submitted proposal stating that it is a well-articulated proposal with a defined need. The proposal meets the certification requirements for such a program, includes a qualified consultant's report and an assessment plan with measurable expectations. Dr. Davenport concurred with Dr. Gingerich's review. It was moved by Dr. Gingerich and seconded by Dr. Davenport that this request be recommended to the NJPC. The motion carried. Jeff Toney abstained.

E. Rider University

1. BS in Organizational Psychology (42.2804)

First Reader: Susan Davenport, Stockton University

Second Reader: Sue Henderson, New Jersey City University

Dr. Davenport summarized the submitted proposal stating that it is a well-written proposal. It includes a qualified consultant's report, a robust institutional response, an assessment plan with measurable expectations, and meets the institution's strategic plan. Dr. Henderson concurred with Dr. Davenport's review, adding the institution seems to be moving forward with the recommendations of the consultant. It was moved by Dr. Davenport and seconded by Dr. Henderson that this request be recommended to the NJPC. The motion carried.

2. BA in Sports Media (09.0906)

First Reader: Willard Gingerich, Montclair State University

Second Reader: James Burkley, Rutgers University

Dr. Gingerich summarized the submitted proposal stating that it is an impressive proposal. It includes a qualified consultant's report with seven concerns (which the institution has satisfactorily addressed), an institutional response and an adequate assessment plan. Mr. Burkley concurred with Dr. Gingerich's review. It was moved by Dr. Gingerich and seconded by Mr. Burkley that this request be recommended to the NJPC. The motion carried.

F. Rowan College at Gloucester County

1. Associate in Applied Science in Process Technology (15.0699)

First Reader: Susan Davenport, Stockton University

Second Reader: Jianping Wang, Mercer County College

Dr. Davenport summarized the submitted proposal stating that it supports the institution's strategic plan, includes a qualified consultant's report and an assessment plan/review with measurable expectations, and a connection to employment with the Paulsboro Refinery. Dr. Wang concurred with Dr. Davenport's review adding that the institution's continuing education program is strong. Dr. Wang mentioned that the articulation agreement could be strengthened and questioned the adequacy of the institution's library with regard to support of the program. It was moved by Dr. Davenport and seconded by Dr. Wang that this request be recommended to the NJPC. The motion carried. Roberta Harvey abstained.

G. Rutgers University (Newark/New Brunswick)

1. MS – Business of Fashion (52.1904)

First Reader: Sue Henderson, New Jersey City University

Second Reader: Anne Prisco, Felician University*

*Dr. Edward Ogle reported in the absence of Dr. Prisco.

Dr. Henderson summarized the submitted proposal stating that it supports the institution's strategic plan, includes a qualified consultant's report, an assessment plan/review with measurable expectations, and a connection to employment with the fashion industry in New York City. Dr. Ogle concurred with Dr. Henderson's review and

added that recruitment of international students will include assistance with language. Dr. Ogle noted that he would have liked to have seen more post graduation employment information. It was moved by Dr. Henderson and seconded by Dr. Ogle that this request be recommended to the NJPC. The motion carried. James Burkley abstained.

H. Thomas Edison University

1. BS in Cybersecurity (29.0207)

First Reader: Rafael Castilla, Eastwick College

Second Reader: Jeff Toney, Kean University

Dr. Castilla summarized the submitted proposal stating that there is clearly a need for programs in the discipline of cybersecurity. A future goal for the program is to seek accreditation by the National Security Agency and the Department of Homeland Security. The proposal includes a qualified consultant's report and an assessment plan with measurable expectations. Dr. Toney concurred with Dr. Castilla's review. It was moved by Dr. Castilla and seconded by Dr. Toney that this request be recommended to the NJPC. The motion carried.

IV. Other Action Items

A. Brookdale Community College

1. AS – Environmental Science (Conversion Option to Full Program Status) (03.0104)

First Reader: Michael Smith, Berkeley College*

Second Reader: Jianping Wang, Mercer County Community College

* Beth Castiglia reported in the absence of Dr. Smith

Dr. Castiglia summarized the submitted proposal stating that it is a conversion program. It supports the institution's strategic plan and mission and includes a qualified consultant's report. Dr. Wang concurred with Dr. Castiglia's review. It was moved by Dr. Castiglia and seconded by Dr. Wang that this request be recommended to the NJPC. The motion carried.

B. Centenary College

1. University Status Petition

First Reader: Anne Prisco, Felician University

Second Reader: Willard Gingerich, Montclair State University

Dr. Prisco commended Centenary College for submitting the petition for approval since the institution is a charter institution. Eric Taylor noted that all institutions in New Jersey are required to receive state approval for university status. Dr. Prisco summarized the petition and stated that it is very focused on graduate level performance, contained an excellent assessment component including necessary documentation. Dr. Ogle added that the petition was very well done and included a strong consultant's report. He supported the consultant's recommendation that the Student Affairs cluster should be streamlined. Dr. Gingerich concurred with Dr. Prisco and Dr. Ogle's reviews. It was moved by Dr. Prisco and seconded by Dr. Gingerich that this request be recommended to the NJPC. The motion carried. Dr. Lewthwaite abstained.

C. Georgian Court University

1. Conversion of Three (3) concentrations in the B.S. in Business Administration to Full Program Status – BS in Marketing (52.1401); BS in Finance (52.0801); BS in Business Administration and Management, General (52.0201)

First Reader: Barbara-Jayne Lewthwaite, Centenary College

Second Reader: Rafael Castilla, Eastwick

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

D. Pillar College

1. Conversion AA- Biblical Studies to AA-General Studies (24.0102)

First Reader: Michael Smith, Berkeley College*

Second Reader: Basil Baltzis, NJIT

* Beth Castiglia reported in the absence of Dr. Smith

Dr. Castiglia summarized the proposal stating that Dr. Smith's major concern with the proposal is that it is not a new degree, technically it is a nomenclature change as it is in every way identical to the AA in Biblical Studies. The AA in Biblical Studies is not being terminate because the institution wants to reserve it for a future online only offering. Dr. Baltzis agreed with Dr. Smith's concerns and added that the submitted board resolution contained inconsistent information. It was also noted that a curriculum map was not included in the proposal.

Action Item: The institution will be asked to clarify the concern regarding offering two identical degrees with different names, the AIC feels this is unethical. Additionally, a curriculum map and corrected board resolution is required.

E. Rowan College at Gloucester County

1. 3+1 Option in partnership with Rowan University

First Reader: Jeff Toney, Kean University

Second Reader: James Burkley, Rutgers University

Mr. Burkley questioned whether the proposal exceeded the institution's mission. Eric Taylor stated the proposal conforms to the state's statutory requirements and does not exceed mission. Mr. Burkley stated that the proposal was well organized and thoroughly done. It was noted by the committee that a consultant's review had not been done.

Action Item: After committee discussion, and later approval of Dr. Blattner, it was agreed that the institution should submit a consultant's report to the AIC committee. After the report is received, the committee will move forward with its recommendation on the proposal.

Note: Prior to this discussion, a few presidents needed to excuse themselves from the meeting due to other commitments. The presidents present when this discussion was held were Dr. Henderson, Dr. Wang, and Dr. Lewthwaite.

V. Old Business

A. County College of Morris (Previously reviewed January 15, 2016)

1. Associate of Applied Science Information Technology (11.0103)

First Reader: Joann LaPerla-Morales, Middlesex County College*

Second Reader: Gale Gibson, Essex County College**

*Mark McCormick reported in the absence of Dr. LaPerla-Morales

**Nancy Becker reported in the absence of Dr. Blattner since Dr. Gibson was not present.

Dr. McCormick stated that the institution has resubmitted the proposal with the requested assessment map. He stated that Dr. LaPerla-Morales feels that the assessment mapping fills the gaps. Dr. Becker concurred with Dr. McCormick's comments. It was moved by Dr. McCormick and seconded by Dr. Becker that this request be recommended to the NJPC. The motion carried.

B. Hudson County Community College (Previously Reviewed February 26, 2016)

1. Associate in Science, Human Services PreSocial Work (44.0701)

First Reader: Jianping Wang, Mercer County Community College

Second Reader: Joann LaPerla-Morales, Middlesex County College*

*Mark McCormick reported in the absence of Dr. LaPerla-Morales

Dr. Wang summarized the submitted proposal stating that it is well written, contains a qualified consultant's report, a robust institutional response, and distinctive employment information. Dr. Wang also noted the strong partnership with Rutgers University. Dr. McCormick concurred with Dr. Wang's review, adding that the requested assessment was very well done containing goals and measurement tools. It was moved by Dr. Wang and seconded by Dr. McCormick that this request be recommended to the NJPC. The motion carried.

VI. For Your Information

A. County College of Morris

Termination of Program – AAS – Aviation Flight Technology (49.0102)

B. Eastwick College

Change in Nomenclature – AAS in Business and Entrepreneurship to AAS in Business and Hospitality Management (52.0201)

C. Fairleigh Dickinson University

Change in Nomenclature - MA in International Studies (45.0901) to MA in Global Affairs (45.0901)

D. Kean University

1. New Program Option – BS Management: Entrepreneurship (52.0201)

2. Post Masters Certificate Program in Applied Behavior Analysis: Autism and Developmental Disabilities (Change in CIP Code - 13.1013 to 13.1001)

E. Passaic County Community College

1. Career Certificate – Applied Writing and Copy Editing (23.9999)
2. Certificate of Achievement – Community Healthcare Navigator (51.2208)

F. Raritan Valley Community College

1. Change in Nomenclature – Education: P-5, Associate of Arts to Education P-6, Associate of Arts (13.1209)
2. Change in Nomenclature – Visual Communications, Associate of Fine Arts in Visual Arts to Visual Communications, Associate of Fine Arts (50.0702)

G. Rider University

1. Graduate Certificate in Dance embedded within the Master of Arts in Teaching (13.1324)
2. Graduate Certificate in Theater embedded within the Master of Arts in Teaching (13.1324)
3. Graduate Certificate in Higher Education within the Master of Arts in Organizational Leadership (13.0406)

H. Stockton University

1. Termination – Student Assistance Counselor Program

I. Union County College

1. Program Termination – Associate in Applied Science -American Sign Language Interpreting (16.1603)
2. Program Termination – English Interpreting Program, Certificate – American Sign Language (16.1603)
3. Nomenclature Change Letter for Paralegal Studies Certificate to Certificate of Achievement (CIP Code: 220302)
4. Paralegal Studies Degree Designation Change from AAS to AS
5. Initiation of the following program options:
 - a. Liberal Arts (240101): Option in Music and Theater Arts
 - b. Communications (CIP Code: 090102): Option in Media
 - c. Communications (CIP Code: 090102): Option in Journalism and Public Relations
6. Termination of the following program options (Board of Trustees Resolution Attached):
 - a. Communications (CIP Code: 090102): Audio Production Option
 - b. Communications (CIP Code: 090102): Film Option
 - c. Communications (CIP Code: 090102): Journalism Option
 - d. Communications (CIP Code: 090102): Multimedia Option
 - e. Communications (CIP Code: 090102): Public Relations Option
 - f. Communications (CIP Code: 090102): Radio Option
 - g. Communications (CIP Code: 090102): Television Option
 - h. Liberal Arts (CIP Code: 240101): Drama Option
 - i. Liberal Arts (CIP Code: 240101): Option in Photography
 - j. Liberal Arts (CIP Code: 240101): Music Option

VII. New Business

A. AIC Manual Subcommittee

This item will be addressed at the May 13 meeting.

Next Meeting Date – May 13, 2016 at Caldwell University

Submission Date – April 29, 2016

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