

**New Jersey Presidents' Council  
Academic Issues Committee**

April 8th, 2022 10:00 a.m.

Zoom Link:

<https://NJCU.zoom.us/j/91572455932?pwd=d3pzTE54dGh2ZVRTVGxmZFhueGhQZz09>

Meeting ID: 915 7245 5932, Passcode: 26186236

MINUTES

I. Call to Order / Roll Call

Sue Henderson – New Jersey City University

Nurdan Aydin – New Jersey City University

Diane Recinos– Berkeley College [First Meeting]

David Stout – Brookdale Community College

Peter Ubertaccio – Caldwell University [First Meeting]

Rafael Castilla – Eastwick College

David Birdsell – Kean University

Robert Schreyer– Mercer County Community College

Linda Scherr – Middlesex County College

Pamela Scott-Johnson - Monmouth University

Junius Gonzales– Montclair University [First Meeting]

Joanne Cote-Bonanno – Montclair University

Basil Baltzis – NJIT

Deborah Preston– Raritan Valley Community College

Roberta Harvey – Rowan University

David A. Wolcott – Rutgers University

Jon Connolly – Sussex County Community College

Jennifer Palmgren – The College of New Jersey

Jeffrey Osborn – The College of New Jersey

Dr. Leamor Kahanov – Stockton University [First Meeting]

Allison Samay – NJPC

Eric Taylor – Office of the Secretary of Higher Ed

Lori Harris-Ransom – Office of the Secretary of Higher Ed

Donna Rogalski – Office of the Secretary of Higher

Zaneb Ghanem – Office of the Secretary of Higher

- II. Approval of Minutes of the February 25th, 2022 Meeting  
Dr. Rafael Castilla moved for approval of the minutes of the February 25th, 2022 meeting. Dr. Jon Connolly seconded the motion. Minutes were approved.
- III. Report from the Chair
- IV. For Your Information
- A. Georgian Court University**
- Nomenclature Changes
    - Academic program nomenclature change from Graduate Certificate in Business Essentials to Graduate Certificate in Business Administration CIP code 52.0201
- B. Atlantic Cape Community College**
- New Degree Option:
    - Associate of Applied Science (A.A.S). in Computer Game Programming - Game Design & Development Option (CIP 11.0204)
  - New Certificate Programs:
    - Certificate of Achievement (C.A.) Bookkeeper Credentials Professional Series (CIP 11.0699)
    - Certificate of Achievement (C.A.) in Microsoft Office Credentials Professional Series (CIP: 11.0601)
    - Certificate of Achievement (C.A.) in Infant/Toddler Credential Professional Series (CIP: 19.0709)
  - Terminated Programs:
    - Certificate of Achievement (C.A.) Microsoft Office Specialist Professional Series (CIP: 52.0401)
- C. Monmouth University**
- Nomenclature Changes
    - Nomenclature change in the graduate program Master of Business Administration, Leon Hess Business School, effective fall 2022 (CIP Code: 52.0201)
      - From: MBA with a Concentration in Accounting
      - To: MBA with a concentration in Advanced Accounting
  - Change in Credits
    - Change in credits in graduate program Master of Science in Information Systems Management Track (thesis and non-thesis) from 43.5 to 36 credits, School of Science, effective Fall 2022 (CIP Code: 11.1099)

#### **D. Berkeley College**

- New Program Concentration
  - Master of Business Administration (M.B.A.) in Management with a Concentration in Law Enforcement Executive Management (CIP Code 52.0201)
- New Undergraduate Certificate Program
  - Certificate in Diversity, Equity, and Inclusion (CIP Code 30.2301)
- New Graduate Certificate Program
  - Graduate Certificate in Law Enforcement Executive Management (CIP Code 52.0201)

#### **E. Essex County College**

- Deletion of an inactive free elective course and expanded the course choices within Written & Oral Communications, Society & Human Behavior, and Major Requirements to Academic Certificate in Business Career Development, CIP Code 52.0201

#### **F. Union County Community College**

- New Program Options
  - Associate of Science (A.S.) in Biology New Option in Environmental Science-Sustainability (CIP Code: 26.0101)
- Termination of Programs
  - Termination of Associate of Science (A.S.) in Engineering Option - Sustainability Science Option (CIP Code: 14.0101)

#### **G. Hudson County Community College**

- New Program Options
  - Associate of Science (A.S.) in Human Services - New Option in Social Justice Advocacy (CIP Code: 30.2301)

#### **H. Ocean County College**

- New Program Options
  - Associate of Science (A.S.) in Social Work - New Option in Medical and Behavioral Health (CIP Code 40.0701)

### **V. New Business**

#### **A. AIC Reader Training Session by OSHE Team**

- Dr. Donna Rogalski, who has been administering the AIC Training between March and April 2022, hosted a training session on how to effectively be a reader for new academic degree programs utilizing the 2022 AIC Manual. It has also been recommended by the AIC Committee that going forward everyone should read the program announcements prior to the following AIC meeting as they are shorter and easier to digest. This will allow for everyone to be able to voice their opinions or concerns after the assigned readers provide their feedback. Dr. Rogalski provided and explained three fillable forms that are used for this process which include:

- i. Evaluation Form for AIC Reviewers New Academic Degree Program Proposals
- ii. Change a Degree Designation Proposal – AIC Reviewer Evaluation Process
- iii. Exceeds Programmatic Mission Proposals Evaluation

It was suggested that these forms be added to the password protected section of the AIC website as they are required to be used by the general public. It was also noted that during future AIC meetings, readers should only focus on their concerns on why a standard is deemed not sufficient to use the meeting time effectively as several new programs will be discussed. Dr. Baltzis mentioned a concern regarding what is considered a “sufficient” standard by a consultant; He asked if every item within a standard needed to be deemed sufficient, or could it be considered a “pass/fail approach.” It was determined that a standard being sufficient is not “all or nothing,” but a majority “pass/fail.”

**B. Tentative Summer AIC Meeting Date(s) – July 29<sup>th</sup>, 2022 10am-12pm**

- The AIC Committee approved July 29<sup>th</sup>, 2022 AIC Summer Meeting. Program Announcements for this meeting will be due by June 15<sup>th</sup>, 2022 and final submissions for all items will be due July 15<sup>th</sup>, 2022.

**C. Consultant Virtual Visit Discussion**

- Consultants can remain virtual until further discussion. However, a comprehensive list should be created to make sure that the virtual consultant has a near-identical experience as an on-site visit. This can include a video-chat tour of facilities and/or equipment that would be required for a specific degree program. It was determined that there is an add-value to have a consultant potentially be from out-of-state. In addition to this add-value, it can also reduce carbon footprint. No one objected to this motion. No one recused themselves from this motion.