

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

July 29th, 2022 10:00 a.m.

Zoom Link:

<https://NJCU.zoom.us/j/98520463425?pwd=Vzh0L1BTKytrd3FYOHFSME84alRSUT09>

Meeting ID: 985 2046 3425, Passcode: 14876076

MINUTES

I. Call to Order / Roll Call

Matthew Whelan – Caldwell University [Temporary Chair]
Diane Recinos– Berkeley College
David Stout – Brookdale Community College
Rafael Castilla – Eastwick College
David Birdsell – Kean University
Robert Schreyer– Mercer County Community College [Via Email]
Linda Scherr – Middlesex County College
Pamela Scott-Johnson - Monmouth University
Junius Gonzales– Montclair University
Joanne Cote-Bonanno – Montclair University
Deborah Preston– Raritan Valley Community College
Roberta Harvey – Rowan University
Kim O'Halloran – Rutgers University
Jon Connolly – Sussex County Community College
Jennifer Palmgren – The College of New Jersey
Jeffrey Osborn – The College of New Jersey
Jessica OShaughnessy – Stockton University
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
Nurdan Aydin – New Jersey City University
Michael Arbitblit – New Jersey City University

II. Approval of Minutes of the May 20th, 2022 Meeting

Dr. David Birdsell moved for approval of the minutes of the May 20th, 2022 meeting.
Dr. Rafael Castilla seconded the motion. Minutes were approved

III. Report from the Chair

Dr. Matthew Whelan opened the meeting with a brief introduction about himself and his role as Temporary Chair for this AIC meeting.

IV. New Programs

A. **Georgian Court University**

1. Master of Social Work (M.S.W.) (CIP Code: 44.0701)

First Reader: David Birdsell, Kean University

Second Reader: Linda Scherr, Middlesex C.C

First reader Dr. David Birdsell and second reader Dr. Linda Scherr did not find any concerns with this proposal and the program was approved. No one opposed. No one was recused.

B. **Sussex County Community College**

1. Associate of Science (A.S.) in Advanced and Continuous Studies (CIP 24.0101)

First Reader: Deborah Preston, Mercer County C.C.

Second Reader: Pamela Scott-Johnson, Monmouth University

First reader Dr. Deborah Preston found some minor concerns within this program. The first was found in Standard 1 Item #4 where the program objectives were not mentioned, however they were found within item #5. In addition to that, within Standard 1 Item #6, there was not enough comparison details between the other degree programs. Dr. Preston also stated that Standard 3 was not sufficient because not all existing degree programs of the same level within the state of NJ were not included; Union and Ocean were examples given. In Standard 3 Item #4, information was missing regarding how the program would best serve the population of Sussex county by design. There was also a concern that there was not any acknowledgement of Standard 4 1C, which is about increasing indirect support. There should be clarification and details added to answer that section. As these concerns were considered minor, Dr. Preston approved of the program with adjustments to be made. Second reader Dr. Pamela Scott-Johnson also found concerns with this program. The first concern was found in Standard 1 Item #2 where the number of faculty members mentioned wasn't sufficient enough, in addition to that, the designation of what faculty would be teaching which course was not included. Dr. Scott-Johnson also mentioned that as a 3+1 program with Ramapo, their faculty information should also be included. She also agreed with Dr. Preston's comments on Standard 3. Dr. Scott-Johnson also noticed that the Chamber of Commerce letter that was mentioned was missing from the proposal. Dr. Scott-Johnson moved to approve the program with adjustments to be made. Dr. Connolly countered their comments by stating that community colleges rely heavily on adjunct faculty and their concerns of faculty must not be treated similarly to a 4-year university because the amount of resources are not equal. The AIC committee added to the list of concerns within Standard 2 as there was no SOC code used as well as no New Jersey Labor Market Data mentioned which was required. Final resolution was that this program would be moved to the NJPC with additional adjustments made based on the comments and concerns from the readers. No one opposed. Dr. Jon Connolly was recused.

C. Montclair State University

1. Bachelor of Fine Arts (B.F.A.) in Animation and Visual Effects (CIP 10.0304)

First Reader: Jeffrey Osborn, TCNJ

Second Reader: Jessica OShaughnessy, Stockton University

First reader Dr. Jeffrey Osborn and second reader Dr. Jessica OShaughnessy did not find any concerns with this proposal and the program was approved. After comments, the AIC committee did want some additional clarification on why no additional state resources would be required for this program. No one opposed. Dr. Junius Gonzales and Dr. Rafael Castilla recused.

D. Fairleigh Dickinson University

1. Bachelor of Arts (B.A.) in Environmental Studies (CIP 03.0103)

First Reader: Roberta Harvey, Rowan University

Second Reader: Jeffrey Osborn, TCNJ

First reader Dr. Roberta Harvey and second reader Dr. Jeffery Osborn did not find any concerns with this proposal and the program was approved. No one opposed. No one was recused.

E. Ramapo College of New Jersey

1. Bachelor of Science (B.S.) in Neuroscience (CIP 26.1501)

First Reader: Jon Connolly, Sussex C.C.

Second Reader: Diane Recinos, Berkeley College

First reader Dr. Jon Connolly and second reader Dr. Diane Recinos did not find any concerns with this proposal and the program was approved. No one opposed. No one was recused.

F. The College of New Jersey

1. Master of Arts (M.A.) in Educational Studies (CIP 13.0404)

First Reader: Junius Gonzales, Montclair University

Second Reader: David Birdsell, Kean University

First reader Dr. Junius Gonzales found several concerns with this program after reviewing it. Standard 1 Item #5 needs more clarification on the expected learning outcomes because they are only presented as 9 different certificates instead of as an overall degree program. There was also no learning outcomes for the capstone project as well. It was also not clear how learning from the embedded certificates will be scaffolded to build knowledge as students' progress because they can take anywhere between two to six years to complete this degree. The rubrics also did not connect clearly to any of the learning outcomes that were included. Standard 1 Item #6 had some confusing wording regarding the potential overlapping certificates due to the same classes being required for multiple certificates. There also weren't specific detailed course outlines in this item as well due to lack of program outcomes being articulated. Standard 1 Item #7 also states that there are no identical programs, however other certificate programs do exist and they should

acknowledge that. The needs and demands of the overall degree program are not clearly stated, but only shown as the needs and demands of the individual certificate program. Standard 2 was deemed not sufficient because it is difficult to discern the actual market for this particular master's program due to being comprised of flexible and stackable certificates. Standard 3 Item #4 doesn't not explain the demand for the program enough as well as does not provide hard data from other similar programs. There is also no information on projected cost of savings for students using this stackable certificate model instead of another existing program at the Masters level. Dr. Gonzales did not approve of this program and wanted to send it back to TCNJ. Second reader Dr. David Birdsell did not agree with any of the comments or concerns made by Dr. Gonzales and thought of this program as innovative and interesting and used a direct quote from the consultant to emphasize his point. He motioned to approve the program with no changes. After debate and comments, the AIC added that Standard 1 Item #6 could have done a national overview for degree comparison by looking at other Educational Studies masters programs. Dr. Roberta Harvey specifically stated that there should be some clarification on the actual market demand for the masters itself, however she agreed with Dr. Birdsell regarding the innovativeness of the curriculum design of multiple certificates. The program was held to a vote by the entire committee and a majority voted to send back the program for changes.

2. Master of Public Policy (M.P.P.) (CIP 44.0501)

First Reader: Diane Recinos, Berkeley College

Second Reader: Jessica OShaughnessy, Stockton University

First reader Dr. Diane Recinos and second reader Dr. Jessica OShaughnessy did not find any concerns with this proposal and were going to approve the program, but there were concerns raised by the AIC which included Standard 1 Item 6 missing the curriculum comparison and the fact that they only cited research papers in its place. After debate, the final decision was for the program to be sent back for additional comparison information. Dr. Jeffrey Osborn and Dr. Jennifer Palmgren were recused.

V. For Your Information

A. Ocean County College

New Certificate

1. Certificate of Completion in Cybersecurity (CIP 52.2101)

B. Sussex County Community College

Change in Nomenclature

1. A.A.S Technical Studies: Electrical Linesmen to A.A.S Technical Studies: Electrical Lineworker.

C. Rowan University

New Undergraduate Certificate

1. Certificate of Achievement in Biomedical Engineering (CIP 15.1001)

D. Atlantic Cape Community College

New Degree Option

1. Associate of Applied Sciences (A.A .S.) Business Administration – Esports Option (CIP 52.0201)

E. Montclair State University

New Graduate Certificate

1. Real Estate Development (CIP 52.1501)

New Undergraduate Certificate Program

1. Sustainable Food Practices (CIP 03.0103)

F. Fairleigh Dickinson University

Nomenclature Change

1. Bachelor of Arts in Hospitality & Tourism Innovation and Excellence (CIP 52.9999) will become Bachelor of Arts in Hospitality & Tourism Management (CIP 52.9999)

G. The College of New Jersey

New Graduate Certificate Program

1. Professional and UX/UI Writing (CIP 23.1303)
2. Educational Leadership (CIP 13.0401)
3. Public Policy (CIP 44.0501)

Nomenclature Change

1. Bachelor of Science in Health and Exercise Science (CIP 13.1314) into Bachelor of Science in Kinesiology and Health Sciences (CIP 31.0505)

V. Old Business

A. Georgian Court University

- 1) Bachelor of Science (B.S.) in Sports Management (CIP 31.0504) (Previously submitted May 20th, 2022 AIC Meeting)

- **First Reader:** Roberta Harvey, Rowan University
- **Second Reader:** Rafael Castilla, Eastwick College

First reader Dr. Roberta Harvey and second reader Dr. Rafael Castilla did not find any concerns with this proposal and the program was approved. No one opposed. No one was recused.

B. Middlesex College

1) Associates in Applied Science (A.A.S.) in Cybersecurity (CIP 11.1003)
(Previously submitted May 20th, 2022 AIC Meeting)

- **First Reader:** Deborah Preston, Mercer Community College
- **Second Reader:** Nurdan Aydin, New Jersey City University

First reader Dr. Deborah Preston and second reader Dr. Nurdan Aydin did not find any concerns with this proposal and the program was approved. No one opposed. Dr. Linda Scherr was recused.

2) Associate in Science (A.S.) in Data Science and Analytics (CIP 30.7001)
(Previously submitted May 20th, 2022 AIC Meeting)

- **First Reader:** Nurdan Aydin, New Jersey City University
- **Second Reader:** Robert Schreyer, Mercer Community College

First reader Dr. Nurdan Aydin did not find any concerns with this proposal. Second reader Dr. Robert Schreyer could not attend the meeting last minute but sent his comments and approval through email. The program was approved. No one opposed. Dr. Linda Scherr was recused.

3) Associate in Applied Science (A.A.S.) in Supply Chain and Logistics Management (CIP 52.0203) (Previously submitted May 20th, 2022 AIC Meeting)

- **First Reader:** Pamela Scott-Johnson, Monmouth University
- **Second Reader:** Nurdan Aydin, New Jersey City University

First reader Dr. Jon Connolly and second reader Dr. Diane Recinos did not find any concerns with this proposal and the program was approved. No one opposed. Dr. Linda Scherr was recused.

V. New Business

A. Revised AIC Manual (2022-2023)

- Dr. Donna Roglaski and Dr. Michael Arbitblit discussed the updates to the AIC Manual that will be in effect September 2022, which included adding the supplemental document information taken from the AIC Manual training sessions directly into the text of the manual. The standards and general process have not been changed, only clarifications were added for ease of use. All of the forms and contact lists will be taken out of the manual to reduce the overall size of the document and all regulations will be removed and linked directly to OSHE's website. There will be additional training sessions on the AIC Manual in the Fall held by OSHE. Dr. Rafael Castilla and the other members of the AIC have brought up concerns about the process of "approving with clarifications" as this is not clarified in the manual as of yet. The resolution of

this was that once a program was deemed insufficient in any given section, then it must be sent back to the institution and resubmitted to the next AIC meeting. Additionally, the members of AIC have acknowledged the complexities of the 3+1 programs and wished for additional clarification on how to write and review them effectively.

B. AIC Website Update

- Dr. Michael Arbitblit discussed how the updated AIC website will look and how it will streamline the AIC process for all institutions throughout the State of New Jersey. He discussed that all forms, contact lists, and regulation links needed for a new academic degree program will be laid out on the website for users to access. He went on to explain that the contact list from the manual will be removed and added as a standalone document so that it can be live on the site meaning it will be able to be changed as institutions' employees change frequently. Over the last few months, it was noted that some people were not receiving Program Announcements due institutions maintaining their own contact lists and they may not know when to update them. So, a standardized contact list containing all NJ presidents and affiliated organizations will be on the AIC website for all institutions to use to ensure everyone is using the most up-to-date contacts. The AIC committee has requested that presidents who do not want their personal email addresses to be available on this list, then they must create or provide a generic "President@xxx.edu" email address as a substitute.