

**New Jersey President's Council  
Academic Issues Committee  
August 28, 2015 - 10:00 - 11:45 am**

**Caldwell University  
Quigley Board Room, Newman Center**

**Minutes**

**Present:** Basil Baltzis, Nancy Blattner (Chair), James Burkely, Rafael Castilla, Willard Gingerich, Barbara Gitenstein, Roberta Harvey, Sue Henderson, Barbara-Jayne Lewthwaite, Michael Smith, Jeff Toney

**Present Via Phone:** Susan Davenport, Joann LaPerla Morales, Anne Prisco, Eric Taylor

**Also Present:** Nancy Becker, Heather Fehn, Sharon Kievit, Edward Ogle, Allison Samay

**Also Present Via Phone:** NaKesha Davis, Mark McCormick

**Not Present:** Gale Gibson

I. Call to Order/Roll Call

II. Approval of the Minutes of the May 15, 2015 Meeting

It was moved by Dr. Gitenstein, seconded by Dr. Henderson, that the minutes of the May 15, 2015 meeting be approved. The motion carried unanimously.

III. New Programs

**A. Bergen Community College**

1. AAS in Fashion Apparel Design (50.0407)

First Reader: Gale Gibson

Second Reader: Joanne LaPerla-Morales

In the absence of Dr. Gibson, NaKesha Davis summarized the submitted proposal using Dr. Gibson's notes. Dr. Joanne LaPerla-Morales also commented on the proposal and stated that she is recusing herself from action on the proposal since her spouse is employed by Bergen Community College. It was moved by NaKesha Davis (in the absence of Dr. Gibson), and seconded by Dr. Blattner, that this request be recommended to the President's Council. The motion carried.

## **B. Fairleigh Dickinson University**

### 1. Bachelor of Science Degree Health Studies/Allied Health Services (51.000)

First Reader: Anne Prisco

Second Reader: Barbara-Jayne Lewthwaite

In the absence of Anne Prisco, Edward Ogle summarized the submitted proposal. It was moved by Dr. Ogle, and seconded by Dr. Lewthwaite, that this request be recommended to the President's Council. The motion carried.

### 2. Master of Science – Physician Assistant Studies (51.0912)

First reader: Barbara-Jayne Lewthwaite

Second reader: Harvey Kesselman (Permanent Designee – Susan Davenport)

Dr. Lewthwaite summarized the submitted proposal. It was moved by Dr. Lewthwaite, and seconded by Dr. Davenport, that this request be recommended to the President's Council. The motion carried.

### 3. Bachelor of Science in Civil Engineering (14.0801)

First Reader: Harvey Kesselman (Permanent Designee – Susan Davenport)

Second Reader: Anne Prisco

Dr. Davenport summarized the submitted proposal. It was moved by Dr. Davenport, and seconded by Dr. Blattner, that this request be recommended to the President's Council. The motion carried.

## **C. Passaic County Community College**

### 1. AS in Liberal Arts – Nutrition (24.0101)

First Reader: Gale Gibson

Second Reader: Mark McCormick

In the absence of Dr. Gibson, NaKisha Davis summarized the submitted proposal using Dr. Gibson's notes. It was moved by Dr. Gitenstien, and seconded by Dr. Blattner, that this request be recommended to the President's Council. The motion carried.

## **D. Rider University**

### 1. Bachelor of Science in Health Sciences (51.000)

First Reader: Jeff Toney

Second Reader: Roberta Harvey

Dr. Toney summarized the submitted proposal. The committee agreed to return the proposal to the institution to request additional information regarding assessment, specifically learning outcomes. The consultant's report was acceptable but an institutional response was not included and should be included with the re-submission.

### 2. Bachelor of Arts in Organizational Psychology (42.2804)

First Reader: Roberta Harvey

Second Reader: Jeff Toney

Dr. Harvey summarized the submitted proposal. The committee agreed to return the proposal to the institution to request that the assessment section be bolstered and that an institutional response that addresses the consultant's concerns be included in the proposal.

## **E. Rutgers University**

### 1. Bachelor of Science – Aerospace Engineering (14.0201)

First Reader: R. Barbara Gitenstein

Second Reader: Sue Henderson

Dr. Gitenstein summarized the submitted proposal. It was moved by Dr. Gitenstein, and seconded by Dr. Henderson, that this request be recommended to the President's Council. The motion carried.

### 2. Master of Science Degree – Global Sport Business (31.0504)

First Reader: Jeff Toney

Second Reader: R. Barbara Gitenstein

Dr. Toney summarized the submitted proposal. It was moved by Dr. Toney, and seconded by Dr. Gitenstein, that this request be recommended to the President's Council. The motion carried.

## **Other Action Items**

### **A. Felican College**

#### 1. Petition for University Designation and a Name Change to Felician University

First Reader: Barbara-Jayne Lewthwaite

Second Reader: Basil Baltiz

Dr. Lewthwaite summarized the proposed petition. It was moved by Dr. Lewthwaite and seconded by Dr. Baltiz that the institution's university designation petition be recommended to the President's Council for recommendation to Secretary of Higher Education. The motion carried.

## **For Your Information**

### **A. Bergen Community College**

1. Certificate of Achievement, Fashion Design Fundamentals (50.0407)

2. Certificate of Achievement, Fashion Product Development (50.0404)

### **B. College of Saint Elizabeth**

1. Renaming of Program – Justice Studies to Criminal Justice (43.0103)

### **C. Georgian Court University**

1. Academic Program Nomenclature Change –

BA Humanities (24.0103) to BA Interdisciplinary Studies (30.000)

### **D. Hudson County Community College**

1. Academic Certificate in Medical Coding (510707)

2. Certificate of Achievement in Emergency Medical Technician (EMT) (51.0810)

3. Degree Option – Biotechnology to AS Science and Mathematics (30.0101)

**E. Kean University**

1. Termination of Dual Degree Program in Occupational Therapy (51.3501)

**F. Montclair State University**

1. New Post-Baccalaureate Certificate Program – Homeland Security (43.0301)
2. Advanced Certificate in Music Education (13.1312)

**G. Ocean County College**

1. Certificate of Proficiency in Middle Eastern Studies (05.0108)

**H. Passaic County Community College**

1. Termination Career Certificate in Corrections (43.0102)
2. Termination of AAS in Criminal Justice – Correction Option and Termination of Career Certificate in Corrections (43.0102)
3. Career Certificate in Plumbing Technology (46.0502)

**I. Raritan Valley Community College**

1. Corrections, Certificate (Program Deletion) (43.0102)
2. Termination of Law Enforcement, Associate of Applied Science (43.0103)
3. Graphic Design, Associate of Fine Arts in Visual Arts will change to Visual Communications, Associate of Fine Arts in Visual Arts (50.0101)
4. Chemical Dependency, Certificate of Completion (51.1501)
5. Early Childhood STEM, Certificate of Completion (13.1210)
6. Tax Preparer, Certificate of Completion (52.0302)

**J. Rutgers University**

1. Master of Science Degree in Public Affairs (44.0501) (Rutgers University – Camden)

**K. Sussex County Community College**

1. AAS – Graphic Design – Illustration Option (New Option) (50.0409)
2. Career Certificate – Elder Law Specialist (22.0103)
3. Termination of AFA Studio Arts – Design Option (50.0702)

**Old Business**

**A. College of Saint Elizabeth**

1. BS and MS in Health Administration (43.0103)

First Reader: Roberta Harvey

Second Reader: Nancy Blattner (in place of Dario Cortes)

Dr. Harvey summarized the re-submitted proposal. It was moved by Dr. Harvey, and seconded by Dr. Blattner that this request be recommended to the President's Council. The motion carried.

## **B. Passaic County Community College**

### 1. AAS in Culinary Arts – Response (12.0503)

First Reader: Gale Gibson

Second Reader: Joann LaPerla-Morales

Dr. LaPerla-Morales summarized the re-submitted proposal. It was moved by Dr. LaPerla-Morales, and seconded by Dr. Blattner, that this request be recommended to the President’s Council. The motion carried.

## **C. Rowan University**

### 1. Bachelor of Arts in Construction Management (revised) (46.0412)

First Reader: James Burkley

Second Reader: Willard Gingerich

Dr. Burkley summarized the re-submitted proposal. It was moved by Jim Burkley, and seconded by Dr. Gingerich, that this request be recommended to the President’s Council. The motion carried.

### 2. Bachelor of Arts in Disaster Preparedness and Emergency Management (resubmission) (43.0302)

First Reader: Willard Gingerich

Second Reader: James Burkley

Dr. Gingerich summarized the re-submitted proposal. It was moved by Dr. Gingerich, and seconded by Jim Burkley, that this request be recommended to the President’s Council. The motion carried.

## **D. Sussex County Community College**

### 1. AAS in Agricultural Business (01.0101)

First Reader: Gale Gibson

Second Reader: Joann LaPerla-Morales

Dr. LaPerla-Morales summarized the re-submitted proposal. It was moved by Dr. LaPerla-Morales, and seconded by Dr. Blattner, that this request be recommended to the President’s Council. The motion carried.

### 2. AS in Horticultural Science (01.1101)

First Reader: Michael McDonough, Raritan Valley Community College

Second Reader: Rafael Castilla, Eastwick College

Dr. Castilla summarized the re-submitted proposal. It was moved by Dr. Castilla, and seconded by Dr. Blattner, that this request be recommended to the President’s Council. The motion carried.

## **VII. New Business**

### **A. Immaculata University**

1. Re-Licensure to offer Bachelor of Science and Master of Science in Nursing in NJ

First Reader: Michael McDonough

Second Reader: Rafael Castilla

Dr. Castilla summarized the submitted proposal. It was moved by Dr. Castilla, and seconded by Dr. Blattner, that this request be recommended to the President's Council for recommendation to Secretary of Higher Education. The motion carried.

### **B. Sollers**

1. Petition to Offer Master's Degree Programs in NJ

First Reader: Rafael Castilla

Second Reader: Michael McDonough

Dr. Toney summarized the submitted proposal. The committee agreed that it could not support recommending the petition to the President's Council for recommendation to the Secretary of Higher Education. Concerns include the "jump" from offering certificate programs to master's degrees, Title IV eligibility (or lack there of), lack of CIP codes, and course descriptions.

**C.** Dr. Toney asked if the AIC manual would be revised. Dr. Blattner responded that topic, manual revisions, would be included on the October agenda.

**D.** A suggestion was made that the committee should offer an AIC proposal preparation training session. Dr. Blattner agreed to assist in planning this initiative. Dr. Gitenstein offered that a training session was offered in the past, but was not well attended.

The meeting adjourned at 11:50 am.

**Next Meeting Date - Friday, October 9 - 10:00 am - via conference call**

**Call - 800-501-8979 - Participant Code - 618-3000#**

**New Jersey President's Council  
Academic Issues Committee  
October 9, 2015 – 10:00 – 11:45 am**

**Via Conference Call**

**Minutes**

**Present Via Phone:** Nancy Blattner (Chair), Barbara Gitenstein, Gale Gibson, Sue Henderson

**Also Present Via Phone:** Basil Baltis, Nancy Becker, James Burkley, Rafael Castilla, Susan Davenport, Heather Fehn, Williard Gingerich, Chris Grevesen, Roberta Harvey, Sharon Kievit, Edward Ogle, Eric Taylor, Jackie Taylor, Jeff Toney

**Not Present:** Barbara-Jayne Lewthwaite, Joann LaPerla Morales, Anne Prisco, Allison Samay, Michael Smith

**Note:** It was noted that only four presidents were participating on the call. After a brief discussion regarding a lack of quorum, it was decided that only the four presidents participating on the call would vote on the proposals. Dr. Blattner and Dr. Gitenstein stated that this issue would be brought to Steve Rose and the NJPC for resolution.

I. Call to Order/Roll Call

II. Approval of the Minutes of the August 28, 2015 Meeting

It was moved by Dr. Gitenstein, seconded by Dr. Henderson, that the minutes of the August 28, 2015 meeting be approved. The motion carried unanimously (Gale Gibson abstained).

III. New Programs

**A. Kean University**

1. Doctor of Physical Therapy (51.2308)

First Reader: James Burkley, Rutgers University

Second Reader: Anne Prisco, Felician College (not present)

James Burkley summarized the submitted proposal and stated that it was well done and comprehensive. In place of Anne Prisco, Edward Ogle added that the proposal including the assessment was well done. It was moved by Dr. Gitenstein and seconded by Dr. Henderson that this request be recommended to the President's Council. The motion carried.

## **B. Ocean County College**

### 1. Associate in Applied Science Degree in Holistic Health and Wellness (51.3306)

First Reader: Gale Gibson, Essex County College

Second Reader: Barbara-Jayne Lewthwaite, Centenary College (not present)

Dr. Gibson summarized the submitted proposal and recommended it for approval. Dr. Gitenstein and Dr. Blattner added that the consultant does not appear to have the appropriate credentials to evaluate the program and more importantly as a graduate of Ocean County College should not serve as the consultant for the proposal according to the guidelines in the AIC manual. The committee agreed to return the proposal for review by another consultant. It was also noted that the institution's response to the consultant's report should be bolstered.

### 2. Associate in Arts Degree in Fine Arts (50.0702)

First reader: Michael Smith, Berkeley College (not present)

Second reader: Rafael Castilla, Eastwick College

In place of Michael Smith, Chris Grevesen summarized the submitted proposal and stated that it was well done and clearly stated. Dr. Castilla agreed that the proposal should be recommended for approval. It was moved by Dr. Blattner and seconded by Dr. Gitenstein that this request be recommended to the President's Council. The motion carried.

## **C. Rowan College at Gloucester County**

### 1. Associate in Applied Science in Physical Therapist Assistant Program (51.0806)

First Reader: Jeff Toney, Kean University

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

Dr. Toney summarized the submitted proposal and stated that it was well done and thorough. Dr. Gitenstein added that the proposal meets the criteria of the mission of the institution but it does not clearly state this expectation. It was moved by Dr. Gitenstein and seconded by Dr. Henderson that this request be recommended to the President's Council. The motion carried.

## **D. Rowan University**

### 1. Bachelor of Arts in Biological Sciences (26.0101)

First Reader: Sue Henderson, New Jersey City University

Second Reader: Barbara-Jayne Lewthwaite, Centenary College (not present)

Dr. Henderson summarized the submitted proposal and stated that it was well done and should be recommended for approval. It was moved by Dr. Henderson and seconded by Dr. Gibson that the request be recommended to the President's Council. The motion carried.

### 2. Bachelor of Arts in Computing and Informatics (11.0201)

First Reader: Willard Gingerich, Montclair State University

Second Reader: Susan Davenport, Stockton University

Dr. Gingerich summarized the submitted proposal and stated that it was well articulated and robust, and it should be recommended for approval. Dr. Davenport



added that the proposal was extremely well done and she concurred with Dr. Gingerich's recommendation. It was moved by Dr. Blattner and seconded by Dr. Gibson that this request be recommended to the President's Council. The motion carried.

3. Bachelor of Arts in Human Services (44.0000)

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

Second Reader: Jeff Toney, Kean University

Dr. Gitenstein summarized the submitted proposal and stated that it meets the institution's strategic plan and the mission of the institution. Dr. Gitenstein recommended that the proposal be approved. Dr. Toney added that Dr. Elaine Green, the consultant, is the president of the Council for Standards in Human Service and that the report is adequate. It was moved by Dr. Gitenstein and seconded by Dr. Blattner that this request be recommended to the President's Council. The motion carried.

4. Bachelor of Science in Human Performance in Clinical Settings (51.9999)

First Reader: Anne Prisco, Felician College (not present)

Second Reader: Basil Baltzis, NJIT

In the absence of Dr. Prisco, Dr. Ogle summarized the submitted proposal and stated that he recommends it for approval. Dr. Baltzis added that he agreed with the recommendation for approval of the proposal. It was moved by Dr. Blattner and seconded by Dr. Gitenstein that this request be recommended to the President's Council. The motion carried.

**E. The College of New Jersey**

1. Bachelor of Arts in Public Health(51.2201)

First Reader: James Burkley, Rutgers University

Second Reader: Willard Gingerich, Montclair State University

James Burkley summarized the submitted proposal and stated that it is outlined clearly and should be recommended for approval. Dr. Gingerich agreed that the proposal be approved. It was moved by Dr. Blattner and seconded by Dr. Gibson that this request be recommended to the President's Council. The motion carried (Dr. Gitenstein abstained).

IV. Other Action Items

None to review

V. For Your Information

**A. Atlantic Cape Community College**

1. Windows Server Specialist Certificate of Achievement – Network and System Administration/Administrator (11.1001)

2. Computer Technician Specialist Certificate of Achievement– Computer Support Specialist (11.1006)

3. Nomenclature Change – Pre-Engineering, A.S. to Engineering, A.S

4. Nomenclature Change – Small Business Management Specialist to Entrepreneurial Professional
5. CIP Code Change – Computer Systems Support, A.S.S. (11.1006)

**B. Brookdale Community College**

1. Cybersecurity Academic Credit Certificate of Achievement (11.1003)
2. Termination – Sustainable Energy A.A.S. (15.0503)
3. Termination – Dental Hygiene A.A.S. (51.0602)

**C. Camden County College**

1. Termination of Behavioral Health Care Certificate (51.2399)
2. Termination of Crime and Intelligence Analysis Certificate (43.0199)
3. Termination of Computer Science Certificate (11.0101)
4. Termination of Development Disabilities Certificate (51.2399)
5. Termination of Electronic Health Records: Consultant Certificate (51.0707)
6. Termination of Film and Television Production Assistant Certificate (10.0202)
7. Termination of Food Service Management Certificate (52.0901)
8. Termination of Hotel and Resort Management Certificate (52.0904)
9. Termination of Instructional Aide Paraprofessional Core Certificate (13.1501)
10. Termination of Personal Computer Specialist Certificate (52.1299)
11. Termination of Web Design Development (11.0801)
12. Termination of Early Childhood Education Transfer Program (24.0101)
13. Termination of Finance Transfer Program (52.0803)
14. Termination of Computer Information Systems: Personal Computer Options Program (52.1201)
15. Termination of Communication Option: Photojournalism Track Program (09.0404)
16. Termination of Secondary Education in Chemistry Option Program (13.1323)

**D. Fairleigh Dickinson University**

1. Preschool-Grade 3 (P-3) Endorsement in Early Childhood Education ((13.0101)
2. Master of Arts in Teaching: Preschool through Grade 3 (13.0101)
3. QUESST/MAT Program: Preschool through Grade 3 (13.0101)
4. Master of Arts in Education for Certified Teachers: P-3 Certification (13.0101)
5. Master of Arts for Certified Teachers: Bilingual/Bicultural Education Certification (13.201)

**E. Hudson County Community College**

1. Associate of Science – Science and Math, Biotechnology Option (30.0101)
2. Certificate of Achievement in Emergency Medical Technician (EMT) (51.0810)
3. Academic Certificate in Medical Coding (51.0707)

**F. Montclair State University**

1. Nomenclature Change – BA in General Humanities to BA in Humanities (24.0103)

## **G. The College of New Jersey**

1. Post-Baccalaureate Certificate in Public Health (51.2201)

## VI. Old Business

### **A. Rider University (previously reviewed 8/28/15)**

1. Bachelor of Science in Health Sciences (51.000) (Resubmission of Proposal)

First Reader: Jeff Toney, Kean University

Second Reader: Roberta Harvey, Rowan University

Dr. Toney summarized the resubmitted proposal and stated that the response is adequate. The assessment plan is improved, but there needs to be further development of the Student Learning Outcomes. Dr. Harvey added that she agreed with Dr. Toney's response, and they recommended that the proposal be accepted. It was moved by Dr. Blattner and seconded by Dr. Gitenstein that this request be recommended to the President's Council. The motion carried.

2. Bachelor of Arts in Organizational Psychology (42.2804) (Resubmission of Proposal)

First Reader: Jeff Toney, Kean University

Second Reader: Roberta Harvey, Rowan University

Dr. Harvey summarized the resubmitted proposal and stated that it was adequate and that the learning outcomes strategies were substantive and adequately improved. Dr. Toney added that he agreed with Dr. Harvey's response, and they recommended that the proposal be accepted. It was moved by Dr. Blattner and seconded by Dr. Henderson that this request be recommended to the President's Council. The motion carried.

## **VII. New Business**

A discussion of revisions to the AIC manual will be moved to the November agenda. Dr. Blattner proposed two questions that were brought to her attention, which will be addressed in November.

- Is it necessary to notify AIC of new career certificates?
- If career certificates are planned by an institution, do other institutions need to be notified that the certificates will be offered?

Dr. Blattner requested that the date for the December meeting be moved from December 4 to December 11. Since the December 11 date does not work for Eric Taylor, another date will be determined.

Dr. Nancy Blattner reported that an AIC Proposal Workshop was held at Caldwell University on October 5. Dr. Roberta Harvey did an outstanding job facilitating the program. Thirty-three individuals from nineteen institutions attended the workshop (Bergen Community College, Berkeley College, Caldwell University, Camden County College, College of St. Elizabeth, County College of Morris, Cumberland County College, Felician College, Hudson County Community College, Kean University, Mercer County Community College, New Jersey City University, Ocean County College, Passaic County

Community College, Rider University, Rowan College at Burlington County, Stockton University, Union County College, William Paterson College).

The meeting adjourned at 11:15 am.

**Next Meeting Date – Friday, November 6 – 10:00 am - via conference call –  
Submission - Friday, October 23**

**Call – 800-501-8979 – Participant Code – 618-3000#**

**New Jersey President's Council  
Academic Issues Committee  
November 6, 2015 – 10:00 – 10:45 am**

**Via Conference Call**

**Minutes**

**Present Via Phone:** Nancy Blattner (Chair), Barbara Gitenstein, Gale Gibson, Sue Henderson, Barbara-Jayne Lewthwaite

**Also Present Via Phone:** Basil Baltis, Nancy Becker, James Burkley, Rafael Castilla, Susan Davenport, Heather Fehn, Williard Gingerich, Chris Grevesen, Roberta Harvey, Sharon Kievit, Mark McCormick, Jennifer Edward Ogle, Jennifer Palmgren, Allison Samay, Eric Taylor, Jeff Toney

**Not Present:** Joann LaPerla Morales, Anne Prisco, Michael Smith

I. Call to Order/Roll Call

II. Approval of the Minutes of the October 9, 2015 Meeting

It was moved by Dr. Gitenstein, seconded by Dr. Henderson, that the minutes of the October 9, 2015 meeting be approved. The motion carried unanimously.

III. New Programs

**A. Montclair State University**

1. Registered Nurse (R.N.) to Bachelor of Science in Nursing (B.S.N.) (51.3801)

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

Second Reader: James Burkley, Rutgers University

Dr. Gitenstien summarized the submitted proposal and stated that it meets the criteria for a professional nursing program including knowledge, critical thinking, diversity, information and management technology, communication and leadership, and professional development. The assessment plan and consultant's report are both robust and the proposal supports the institution's strategic plan. James Burkley concurred with Dr. Gitenstein's summary. It was moved by Dr. Gitenstein and seconded by James Burkley that this request be recommended to the President's Council. The motion carried (Willard Gingerich abstained).

**B. The College of New Jersey**

1. Master of Education in Integrative Science, Technology, Engineering, and Mathematics (13.1399)

First Reader: Willard Gingerich, Montclair State University

Second Reader: Susan Davenport, Stockton University

Dr. Gingerich summarized the submitted proposal focusing on the robust consultant's report, which was a highly detailed summary. 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 President's Council. The motion carried (Dr. Gitenstein abstained).

### **C. Thomas Edison State College**

#### 1. Master of Science in Information Technology (11.0103)

First Reader: Sue Henderson, New Jersey City University

Second Reader: Roberta Harvey, Rowan University

Dr. Henderson summarized the submitted proposal and stated the program will be offered completely online which supports the institution's mission. Dr. Harvey noted concerns regarding learning outcomes and program success. These concerns will be addressed with an email from Dr. Blattner to Dr. William J. Seaton, Provost and Vice President, Thomas Edison State College. It was moved by Dr. Henderson and seconded by Dr. Harvey that this request be recommended to the President's Council. The motion carried (Susan Davenport abstained).

### **D. Union County College**

#### 1. Associate of Arts in English (23.0101)

First Reader: Gale Gibson, Essex County College

Second Reader: Rafael Castilla, Eastwick College

Dr. Gibson summarized the submitted proposal including the assessment, consultants' reports, and the institution's response and stated that it should be recommended for approval. Dr. Castilla stated that the assessment plan and the consultant's reports were not strong, but he feels the institution has the ability to support the program. The committee agreed that these concerns should be addressed with an email from Dr. Blattner to Dennys Espinoza, Administrator, Academic Affairs, at Union County College. It was moved by Dr. Gibson and seconded by Dr. Castilla that the request be recommended to the President's Council. The motion carried.

## IV. Other Action Items

### **A. Thomas Edison State College**

#### 1. Petition for University Designation and a Name Change to Thomas Edison State University

First Reader: Jeff Toney, Kean University

Second Reader: Basil Baltiz, New Jersey Institute of Technology

Before the proposal was summarized, Dr. Blattner stated that the review was requested and completed under proposed licensure rules published in the New Jersey Register on September 8, 2015. AIC has been asked by Eric Taylor to make an advisory determination with the understanding that no final decision can be made until formal action on the proposed regulations is taken by the OSHE.

Dr. Toney summarized the submitted university status petition. He stated that the two consultants were highly qualified but the report was perfunctory. He believes the institution meets the criteria for university status and recommends the submission for approval. Dr. Baltiz concurred with Dr. Toney's recommendation. It was moved by Dr. Toney and seconded by Dr. Baltiz that the

institution's university designation petition be recommended, under the conditions outlined above, to Secretary of Higher Education for approval. The advisory recommendation carried (with the Susan Davenport abstaining).

## V. For Your Information

### A. Montclair State University

1. Nomenclature Change – Ph.D. in Counselor Education to Ph.D. in Counseling (13.1102)

### B. Rowan College at Gloucester County

Intent to Terminate the Following Offerings:

1. Chemical Engineering Technology, A.A.S. (41.0301)
2. Chemical Engineering Technology, Certificate (41.0301)
3. Civil Engineering Technology: Construction Management Option, A.A.S. (15.0201)
4. Civil Engineering Technology: Land Surveying Option, A.A.S (15.0201)
5. Computer Accounting, Professional Development Certificate (52.0302)
6. Computer Automated Medical Office Systems, Professional Development Certificate (52.0401)
7. Computer Automated Office Systems, Professional Development Certificate (52.0201)
8. Computer Office Administration, A.A.S. (52.0201)
9. Computer Office Administration, Certificate (52.0201)
10. Computer Office Administration/Information Processing, Certificate (52.0407)
11. Computer Office Administration: Legal Option, A.A.S. (52.0401)
12. Computer Office Administration: Medical Option, A.A.S. (52.0401)
13. Computer Office Administration/Medical Transcriptionist, A.A.S. (51.0716)
14. Computer Office Administration/Medical Transcriptionist, Certificate (51.0716)
15. Drafting and Design Technology, A.A.S. (15.1301)
16. Database Management, A.A.S. (11.0802)
17. Database Management, Certificate (11.0802)
18. Early Childhood Education, Certificate (13.1210)
19. Food Industry Management, Certificate (12.0504)
20. Food Science, A.S. (01.1001)
21. Graphic Arts, Certificate (11.0803)
22. Hospitality Management, A.A.S. (52.0901)
23. Hospitality Management, Certificate (52.0901)
24. Human Development, A.S (13.1001)
25. Human Development: Early Childhood Education Option, A.S. (13.1209)
26. Human Development: Special Education Option, A.S (13.1001)
27. Marketing and Management: Information System Option, A.A.S. (52.1401)
28. Marketing and Management: Small Business Management, A.A.S. (52.1401)
29. Medical Transcriptionist, Certificate (51.0716)
30. Microcomputer, Professional Development Certificate (11.0601)
31. Network Management, A.A.S. (11.0901)
32. Network Management, Certificate (11.0901)
33. Real Estate, Certificate (52.1501)
34. Real Estate, Professional Development Certificate (52.1501)

- 35. Respiratory Therapy (W/UMDNJ), A.A.S. (51.0908)
- 36. Respiratory Therapy, Certificate (51.0908)
- 37. Retail Management, A.A.S. (52.1803)
- 38. Retail Management, Professional Development Certificate (52.1803)

**C. Rutgers University**

- 1. Nomenclature change - MS Health Care Management to Healthcare Services Management (51.0701)

VI. New Business

Dr. Blattner stated that a question was posed after the AIC Proposal Workshop concerning new career certificates and whether they need to be reviewed/approved by the AIC committee. The committee agreed that career certificates do not fall under the purview of the AIC committee, particularly since the OSHE does not have jurisdiction over career certificates.

**Next Meeting Date: The committee agreed that the next meeting would be held via conference call on Wednesday, December 9, at 10:00 am.**

**Deadline for Submission, Friday, November 20**

**Call - 800-501-8979 - Participant Code - 618-3000#**

The meeting adjourned at 10:45 am.



**New Jersey President's Council  
Academic Issues Committee  
December 9, 2015 – 10:00 –11:30 am**

**Via Conference Call**

**Minutes**

**Present Via Phone:** Nancy Blattner (Chair), R. Barbara Gitenstein, Gale Gibson, Sue Henderson, Harvey Kesselman, Joanne LaPerla-Morales, Barbara-Jayne Lewthwaite, Anne Prisco

**Also Present Via Phone:** Basil Baltzis, Nancy Becker, James Burkley, Rafael Castilla, Susan Davenport, Heather Fehn, Williard Gingerich, Chris Grevesen, Roberta Harvey, Sharon Kievit, Mark McCormick, Edward Ogle, Jennifer Palmgren, Allison Samay, Eric Taylor, Jackie Taylor, Jeff Toney

**Not Present:** Michael Smith, Jianping Wang

I. Call to Order/Roll Call

II. Approval of the Minutes of the November 6, 2015 Meeting

Dr. Gitenstein noted that she would like an addition made to the minutes with regard to her summary of the Montclair State University RN to BSN proposal. A sentence will be added to the minutes to reflect Dr. Gitenstein's comment regarding previous consideration of potentially duplicative programs. There being no further comment, it was moved by Dr. Gitenstein, and seconded by Dr. Blattner, that the minutes of the November 6, 2015 meeting be approved. The motion carried.

III. New Programs

**A. Passaic County Community College**

1. Registered Nurse (R.N.) to Bachelor of Science in Nursing (B.S.N.) (51.3801)

First Reader: Gale Gibson, Essex County College

Second Reader: Sue Henderson, New Jersey City University

Dr. Gibson summarized the submitted proposal and stated the program will contribute to the goal stated in the 2010 Institute of Medicine's Report on the Future of Nursing, which stated that 80% of registered nurses should have a bachelor's degree by 2020. The program would encourage academic progression for individuals from diverse backgrounds. The consultant recommended approval of the program, finding that it expands on the knowledge, skills, and abilities of the nursing associate degree and provides advanced instruction in leadership, delegation and supervision.

Dr. Henderson stated creation of the proposed program would result in duplication impacting all existing BSN programs across the state. Further, the creation of this BSN program would impact available resources and substantively change the programmatic

mission of the institution. The proposed program would not address any shortages in the field directly given the existing articulation agreements with baccalaureate programs. It was moved by Dr. Gibson that this request be recommended to the President's Council for approval. Dr. Henderson did not second the recommendation. A discussion ensued and it was agreed that the committee would not recommend the approval of the proposal to the President's Council. Dr. Blattner requested that Allison Samay amend the agenda for the December 14 NJPC meeting to include further discussion of the Passaic County Community College and the Union County College proposals from RN to BSN programs.

**(Note:** Tabulation of votes for both the Passaic County Community College and Union County College proposals for RN to BSN programs).

**For (4)**

Berkeley College  
Eastwick College  
Essex County College  
Middlesex County College

**Abstain (2)**

Kean University  
Rutgers University

**Against (9)**

Caldwell University  
Centenary College  
Felician University  
Montclair State University  
New Jersey City University  
New Jersey Institute of Technology  
The College of New Jersey  
Rowan University  
Stockton University

**B. Rider University**

1. Master of Arts in Homeland Security (43.0301)

First Reader: Jeff Toney, Kean University

Second Reader: Rafael Castilla, Eastwick College

Dr. Toney summarized the submitted proposal stating that the outcomes are linked to the institution's strategic plan, that the consultant's report contained strong recommendations, and that the collaboration with other nations is an unique opportunity. Dr. Catilla concurred with Dr. Toney's review. It was moved by Dr. Toney and seconded by Dr. Castilla that this request be recommended to the President's Council. The motion carried.

### **C. The College of New Jersey**

#### 1. Bachelor of Arts (BA) African American Studies (05.0201)

First Reader: Susan Davenport, Stockton University

Second Reader: Barbara-Jayne Lewthwaite, Centenary College

Dr. Davenport summarized the submitted proposal and stated it was an excellent justification for a BA in African American Studies and that the assessment plan was a very robust direct and indirect assessment. Dr. Lewthwaite concurred with Dr. Davenport's review. It was moved by Dr. Davenport and seconded by Dr. Lewthwaite that this request be recommended to the President's Council. The motion carried. (Dr. Gitenstein abstained)

**Note:** This proposal should have been an Other Action Item agenda item since this is a conversion from a minor program to a full program.

### **D. Union County College**

#### 1. Registered Nurse (RN) to Bachelor of Science in Nursing (BSN) (51.3801)

First Reader: Joann LaPerla-Morales, Middlesex County College

Second Reader: Willard Gingerich, Montclair State University

Dr. LaPerla-Morales summarized the submitted proposal and stated that the BSN completion program would be keeping with the mission of accessibility, affordability and excellence. The proposed completion program meets the criteria for a BSN completion program. The knowledge and skills needed are clearly defined. The assessment plan and the external consultant's report are detailed and comprehensive. Dr. Gingerich rebutted that the proposal more than exceeded the institution's mission. This program would require a change of mission that the college is not prepared to support. The BSN requires upper division programming in a wide range of fields, advanced inter-disciplinary options, and upper-level electives as well as doctorally prepared faculty. Dr. LaPerla-Morales moved that this request be recommended to the President's Council for approval. Dr. Gingerich did not second the recommendation. A discussion ensued and it was agreed that the committee would not recommend the approval of the proposal to the President's Council. Dr. Blattner requested that Allison Samay amend the agenda for the December 14 NJPC meeting to include further discussion of the Passaic County Community College and the Union County College proposals from RN to BSN programs.

## IV. Other Action Items

### **A. New Jersey Center for Teaching and Learning**

#### 1. Licensure Petition New Jersey Center for Teaching and Learning

First Reader: Roberta Harvey, Rowan University

Second Reader: James Burkely, Rutgers University

Dr. Harvey summarized the submitted proposal and agreed with the consultants' report, which based on the petition review and the on-site visit did not recommend licensure for the New Jersey Center for Teaching and Learning. James Burkely supported Dr. Harvey's summary. It was moved by Dr. Harvey and seconded by James

Burkely that this request not be recommended to the President's Council. The motion carried.

## V. For Your Information

### A. Eastwick College

1. Nomenclature Change – AAS in Mortuary Science to AAS in Funeral Service (12.0301)

### B. Rider University

1. Initiation of a Program Option – Technical Theatre Track within Bachelor of Arts Degree in Theatre (50.0502)

### C. Rowan College at Gloucester County

1. Nomenclature Changes –
  - Civil Engineering Technologies, AAS to Engineering Technologies AAS (15.0201)
  - Civil Engineering Technologies, Professional Development Certificate to Engineering, Profession Development Certificate (15.0201)
  - Computer Graphic Arts, ASS to Computer Graphic Arts/Game Interactive Design, AAS (11.0803)
  - Computer Graphic Arts, Professional Development Certificate to Computer Graphic Arts/Game Interactive Design, Professional Development Certificate (11.0803)
  - Website Development for E-Commerce PDC to Website Development PDC (11.0801)
2. New offering options for listed base programs
  - AA, Arts and Sciences: Art Option (36.0110)
  - AA, Arts and Sciences: Communications Option (09.0100)
  - AA, Arts and Sciences: Digital Photography Option (50.0102)
  - AA, Arts and Sciences: English Option (23.0101)
  - AA, Arts and Sciences: History Option (54.0101)
  - AA, Arts and Sciences: Music Option (50.0901)
  - AA, Arts and Sciences: Philosophy Option (38.0101)
  - AA, Arts and Sciences: Psychology Option (42.0101)
  - AA, Arts and Sciences: Social Work Option (44.0701)
  - AA, Arts and Sciences: Sociology Option (45.1101)
  - AA, Arts and Sciences: Spanish Option (16.0905)
  - AA, Arts and Sciences: Theatre and Drama Option (36.0117)
  - AAS, Associate in Applied Sciences: Computer Graphic Arts Game/Interactive Design: Print Design Option (11.0803)
  - AS, Associate in Science, Art and Sciences: Criminal Justice Option (43.0103)
  - AA, in Arts, Arts and Sciences: Pre-Law Option (22.0101)
  - AA, Associate in Science, Arts and Sciences: Physics Option (40.0801)
  - AS, Associate in Science, Biology: Bioscience Technologies Option (26.1201)
  - AS, Associate in Science, Chemistry: Pre-Pharm D Option (51.2001)

### 3. Program Terminations

Chemical Engineering Technology, AAS (41.0301)  
Chemical Engineering Technology, Certificate (41.0301)  
Civil Engineering Technology: Construction Management Option, AAS (15.0201)  
Civil Engineering Technology: Land Surveying Option, AAS (15.0201)  
Computer Accounting, Professional Development Certificate (52.0302)  
Computer Automated Medical Office Systems, Professional Development Certificate (52.0401)  
Computer Automated Office Systems, Professional Development Certificate (52.0201)  
Computer Office Administration, AAS (52.0201)  
Computer Office Administration Certificate (52.0201)  
Computer Office Administration/Information Processing, Certificate (52.0407)  
Computer Office Administration: Legal Option, AAS (52.0401)  
Computer Office Administration: Medical Option AAS (52.0401)  
Computer Office Administration/Medical Transcriptionist, AAS (51.0716)  
Computer Office Administration/Medical Transcriptionist, Certificate (51.0716)  
Drafting and Design Technology, AAS (15.1301)  
Database Management, AAS (11.0802)  
Database Management, Certificate (11.0802)  
Early Childhood Education, Certificate (13.1210)  
Food Industry Management, Certificate (12.0504)  
Food Science, AS (01.1001)  
Graphic Arts, Certificate (11.0803)  
Hospitality Management, AAS (52.0901)  
Hospitality Management, Certificate (52.0901)  
Human Development, AS (13.1001)  
Human Development: Early Childhood Education Option, AS (13.1209)  
Human Development: Special Education Option, AS (13.1001)  
Marketing and Management: Information System Option, AAS (52.1401)  
Marketing and Management: Small Business Management, AAS (52.1401)  
Medical Transcriptionist, Certificate (51.0716)  
Microcomputer, Professional Development Certificate (11.0601)  
Network Management, AAS (11.0901)  
Network Management, Certificate (11.0901)  
Real Estate Certificate (52.1501)  
Real Estate, Professional Development Certificate (52.1501)  
Respiratory Therapy (W/UMDNJ), AAS (51.0908)  
Respiratory Therapy, Certificate (51.0908)  
Retail Management, AAS (52.1803)  
Retail Management, Professional Development Certificate (52.1803)

### D. Ocean County College

1. Termination of Program – AAS Degree in Dental Hygiene (51.0602)

E. Stockton University

1. Genocide Prevention Certificate (online program) (30.210)

VI. New Business

Dr. Blattner opened a discussion regarding the AIC representation. Currently, membership is limited to college/university presidents or a designee appointed by an institution's president. The agreed opinion is that provosts and academic vice presidents/deans are integral participants of the committee and that perhaps the committee should not be composed solely of presidents. The committee recommends that the AIC should consist of a mix of one or two presidents, provosts and academic vice presidents/deans. Dr. Blattner will propose this recommendation to the NJPC on December 14 with an effective date of September 2016. This recommendation would require a revision of the NJPC bylaws.

The committee agreed that the next meeting would be held via conference call on Friday, January 15, at 10:00 am. (Note this is a date change – meeting originally scheduled for January 8).

Deadline for Submission, Friday, December 18.

Call – 800-501-8979 – Participant Code – 618-3000#

The meeting adjourned at 11:00 am.

**New Jersey President's Council  
Academic Issues Committee  
January 15, 2016 – 10:00 –11:30 am**

**Via Conference Call**

**Minutes**

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

**Also Present Via Phone:** Basil Baltzis, Nancy Becker, James Burkley, Rafael Castilla, Susan Davenport, Williard Gingerich, Sharon Kievit, Jennifer Palmgren, Allison Samay, Eric Taylor, Jackie Taylor, Jeff Toney, Marianne Vakalis

**Not Present:** R. Barbara Gitenstein, Roberta Harvey, Michael Smith, Jianping Wang

I. Call to Order/Roll Call

II. Approval of the Minutes of the December 9, 2015 Meeting

Dr. Castilla noted that the December 9 minutes should be amended to reflect his support of the Passaic County Community College RN to BSN program. The minutes will be revised. There being no other comments, it was moved by Dr. Henderson, and seconded by Dr. Gibson, that the minutes of the December 9, 2015 meeting be approved. The motion carried unanimously.

III. New Programs

**A. College of Saint Elizabeth**

1. Bachelor of Social Work (44.0801)

First Reader: Barbara-Jayne Lewthwaite, Centenary College

Second Reader: Susan Davenport, Stockton University

Dr. Lewthwaite 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. Davenport concurred with Dr. Lewthwaite's review. It was moved by Dr. Lewthwaite and seconded by Dr. Davenport that this request be recommended to the NJPC. The motion carried.

**B. County College of Morris**

1. Associate of Applied Science, Information Technology (11.0103)

First Reader: Joann LaPerla-Morales, Middlesex County College

Second Reader: Gale Gibson, Essex County College

Dr. LaPerla-Morales summarized the submitted proposal stating that the proposal consolidates three offerings into one offering and that the consultant's report was well structured and adequate. Dr. Gibson agreed with Dr. LaPerla-Morales' summary. After further discussion, the committee decided that the proposal could not be moved

forward without an assessment plan. The committee agreed that a request would be made of Dr. Yaw at the County College of Morris for a copy of the proposal's assessment plan.

### **C. 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 submitted proposal and stated that it meets the mission of the institution and includes responses to the consultant's recommendations, which the institution plans to implement. Dr. Baltzis concurred with Dr. Henderson's review. A discussion followed regarding assessment of the program and confirmation of the consultant's onsite visit. 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).

**Note:** Dr. Prisco will confirm date of consultant's visit and report back to the committee.

## IV. Other Action Items

### **A. Soller's**

#### 1. Licensure Petition to offer Master's Degree Programs in New Jersey

First Reader: Rafael Castilla, Eastwick College

Second Reader: Jeff Toney, Kean University

Dr. Castilla summarized the resubmitted proposal and stated earlier concerns were clarified. Dr. Toney supported Dr. Castilla's summary. It was moved by Dr. Castilla and seconded by Dr. Toney that that this request be recommended to the NJPC. The motion carried.

**Note:** Dr. Toney noted that he was not the second reader for the Soller's petition in August. The second reader was Michael McDonough.

### **B. The College of New Jersey**

#### 1. Bachelor of Arts – Journalism and Professional Writing (Program Conversion of Existing Option to Full Program Status) (09.0401)

First Reader: Willard Gingerich, Montclair State University

Second Reader: James Burkley, Rutgers University

Dr. Gingerich summarized the submitted proposal and stated it aligns with the institution's mission and strategic plan and includes a robust assessment. Dr. Burkley concurred with Gingerich's review. It was moved by Dr. Gingerich and seconded by Dr. Burkley that this request be recommended to the President's Council. The motion carried.



### **C. Wilmington University**

#### 1. Licensure Petition to Bachelor Degree Completion Programs and Master's Degree Programs in New Jersey

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

Second Reader: Jeff Toney, Kean University

\*Jackie Taylor, Provost, College of New Jersey, reported as Dr. Gitenstein's designee. Dr. Taylor summarized the submitted proposal and stated that it is a quality program and it should be approved. Dr. Toney supported Dr. Taylor's summary. It was moved by Dr. Taylor, and seconded by Dr. Toney that this request be recommended to the President's Council. The motion carried.

### V. Old Business

#### **A. Passaic County Community College – RN to BSN – Letters of Opposition and Support**

#### **B. Union County College – RN to BSN – Letters of Opposition and Support**

Dr. Blattner stated that the RN to BSN programs would be discussed by the NJPC at the January 25 meeting.

Dr. Blattner reported that she was in receipt of a letter from the president of Ramapo College regarding the listing of Ramapo College in the AIC manual. Ramapo is currently listed as a "bachelor's-granting institution" and should be listed as a "master's-granting institution." The error has been noted and the change will be made when the AIC manual is updated. The change will be made to the online version immediately.

### VI. For Your Information

#### **A. Felician University**

1. New Post-Baccalaureate Certificate Program – Teaching English as a Second or Foreign Language/ESL Language Instructor (CIP 13.1401)

#### **B. Kean University**

1. Post Masters Certificate in Applied Behavior Analysis: Autism and Developmental Disabilities (13.1013)

#### **C. Rowan College at Gloucester County**

Professional Development Certificates:

1. Digital Photography PDC (09.0702)
2. Engineering Technologies, Drafting and Design PDC (15.1302)
3. Engineering Technologies, Land Surveying PDC (15.1102)
4. Certified Clinical Medical Assistant PDC (51.0801)
5. Equine Science (01.0507)

#### **D. Rowan University**

Program Options:

1. Specialization in Anthropology (45.0299)
2. Concentration in Sustainable Built Environments (30.3301)
3. Concentration in Jewish Studies (38.02026)
4. Certificate of Undergraduate Study in Spanish (16.0905)
5. Certificate of Undergraduate Study in French (16.0901)
6. Certificate of Undergraduate Study in German (16.0501)
7. Certificate of Undergraduate Study in Italian (16.0902)
8. Certificate of Undergraduate Study in Japanese (16.0302)
9. Certificate of Undergraduate Study in Chinese (16.0301)
10. Certificate of Graduate Studies in Engineering for Educators Certificate of Graduate Studies in Accounting (13.1309, 13.1311, 13.1316, 14.1301)
11. Accelerated dual degree: BS/MS in Bioinformatics (52.0301)
12. Accelerated dual degree (articulation with Drexel University (26.1103) Thomas R. Kline School of Law): BS or BA/JD

#### **E. Rutgers University**

1. Master of Science - Computational Biology and Molecular Biophysics (New Brunswick – awarded only to students enrolled in the Ph.D. in Computational Biology and Molecular Biophysics) (30.0101)
2. Master of Philosophy in Computational Biology and Molecular Biophysics (New Brunswick – master’s degree option limited to students within the established doctoral program (30.0101)
3. Bachelor Science – Supply Chain and Marketing Science to Bachelor Science – Supply Chain Management (Newark – nomenclature change) (52.0203)
4. Bachelor Science – Supply Chain and Marketing Science to Bachelor Science – Supply Chain Management (New Brunswick – nomenclature change) (52.0203)

#### VII. New Business

Revisions to the AIC manual (particularly the regulations section) will be an agenda item for the February 26 meeting time permitting.

Next Meeting Date – Friday, February 26, 2016

Submission Date – February 12, 2016

**New Jersey President's Council  
Academic Issues Committee  
April 1, 2016- 10:00 -12:00 pm  
(amended 5-13-16)**

**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 because the institution is not proposing to offer a degree at a higher level. Mr. Taylor recommended that the proposal be evaluated according to protocol for offering a joint degree program and noted that this proposal allows the AIC to request a consultant review at its discretion. Mr. Burkley stated that the proposal was well organized and thoroughly done. It was the sense of the committee that a consultant review should be requested.

**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)**

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)**

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 (CIP Code: 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](mailto:aic@caldwell.edu)**

**New Jersey President's Council  
Academic Issues Committee  
May 13, 2016- 10:00 -1:00 pm**

**Caldwell University  
Quigley Board Room**

**Minutes**

**Presidents Present:** Nancy Blattner (Chair), R. Barbara Gitenstein\*, Sue Henderson, Barbara-Jayne Lewthwaite\*, Joanne LaPerla-Morales\*, Jianping Wang\*

**Also Present:** Basil Baltzis, Nancy Becker, James Burkley, Rafael Castilla, Susan Davenport\*, Willard Gingerich, Roberta Harvey, Sharon Kievit, Edward Ogle, Allison Samay, Eric Taylor\*, Jeff Toney

**Guest:** Ping Zhang, Syracuse University (Dr. Henderson's ACE Fellow)

\*Via Conference Call – Note: Dr. Gitenstein left the call at 11:00 am; Dr. Lewthwaite joined the called at 11:00 am.

**Not Present:** Anne Prisco, Michael Smith

I. Call to Order/Roll Call

II. Approval of the Minutes of the April 1, 2016 meeting

Dr. Blattner proposed a revision to the April 1 minutes that would clarify the exceeding mission discussion relating to the Rowan 3+1 option. The committee agreed that the April 1 minutes would be amended to include the revision. It was moved by Dr. Castilla and seconded by Dr. Toney that the minutes of the April 1, 2016, meeting be approved, incorporating the discussed revision. The motion carried unanimously.

III. New Programs

**A. Brookdale Community College**

1. AS in Business Administration (52.0201)

First Reader: Jianping Wang, Mercer County Community College

Second Reader: Joann LaPerla-Morales

Dr. Wang summarized the submitted proposal stating that it supports the institution's strategic plan and mission, includes an assessment plan and qualified consultant's report. Dr. LaPerla-Morales concurred with Dr. Wang's review. It was moved by Dr. Wang and seconded by Dr. LaPerla-Morales that this proposal be recommended to the NJPC. The motion carried.

## **B. Caldwell University**

### 1. BA in Applied Languages (16.0105)

First Reader: Barbara-Jayne Lewthwaite, Centenary College

Second Reader: Jeff Toney, Kean University

Dr. Lewthwaite summarized the proposal stating that it supports the institution's strategic plan and mission, includes an assessment plan and qualified consultant's report. Dr. Toney concurred with Lewthwaite's review. It was moved by Dr. Lewthwaite and seconded by Dr. Toney that this proposal be recommended to the NJPC. The motion carried (Dr. Blattner abstained).

## **C. Eastwick College**

### 1. AAS - Physical Therapist Assistant (51.0806)

First Reader: Anne Prisco, Felician University\*

Second Reader: Susan Davenport, Stockton University

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

Dr. Ogle summarized the proposal stating that it supports the institution's strategic plan and mission, includes an assessment plan and qualified consultant's report. Dr. Davenport concurred with Dr. Ogle's review. It was moved by Dr. Ogle and seconded by Dr. Davenport that this proposal be recommended to the NJPC. The motion carried (Dr. Castilla abstained).

## **D. Essex County College**

### 1. AAS in Health Information Technology (51.0707)

First Reader: Nancy Becker, Caldwell University

Second Reader: Basil Baltzis, NJIT

Dr. Becker reviewed the proposal stating that the proposal contains a CV from one reviewer and a report from another reviewer. No clear curriculum mapping of outcomes to courses was provided. There were many other issues with the proposal including the resolution of the scanned document submitted. Dr. Becker recommended that the proposal be returned for revisions. Dr. Baltzis supported Dr. Becker's recommendations.

**Action Item:** Essex County College will be asked to revise the submitted proposal and make the suggested corrections and additions. The proposal will be reconsidered after the resubmission is reviewed.

### 2. AAS in Software Development Technology (11.0201)

First Reader: Nancy Becker, Caldwell University

Second Reader: Jianping Wang, Mercer County Community College

Dr. Becker reviewed the proposal stating that the consultant does not meet the requirements set forth in AIC's consultant selection criteria. Dr. Becker recommended that the proposal be returned for this reason. Dr. Wang supported Dr. Becker's recommendation adding that the proposal needs to strengthen assessment mechanisms.

**Action Item:** Essex County College will be asked to revise the submission to include a consultant's report from a consultant that meets AIC selection criteria and to strengthen assessment mechanisms. The proposal will be reconsidered after the resubmission is reviewed.

3. AAS in Cybersecurity and Network Technology (52.0201)

First Reader: Nancy Becker, Caldwell University

Second Reader: Rafael Castilla, Eastwick College

Dr. Becker reviewed the proposal stating the consultant does not meet the requirements set forth by the AIC. Additionally, the consultant's report is identical to the report received in another proposal. Dr. Becker recommended that the proposal be returned for this reason. Dr. Castilla supported Dr. Becker's recommendation.

**Action Item:** Essex County College will be asked to resubmit the report with a qualified consultant's report. The proposal will be reconsidered after the resubmission is reviewed.

4. AS – Finance (52.0801)

First Reader: Joann LaPerla-Morales, Middlesex County College

Second Reader: Anne Prisco, Felician College\*

Dr. LaPerla-Morales reviewed the proposal stating that the consultant's report does indicate that the consultant visited the institution, but no response to the consultant's report was included, no clear curriculum mapping of outcomes to courses or program assessment was included. Dr. LaPerla-Morales recommended that the petition be returned for these reasons. Dr. Ogle supported Dr. LaPerla-Morale's recommendation.

**Action Item:** Essex County College will be asked revise the proposal to include the AIC recommendations. The proposal will be reconsidered after the resubmission is reviewed.

**E. Felician University**

1. BS in Business Analytics (52.1301)

First Reader: Sue Henderson, New Jersey City University

Second Reader: Rafael Castilla, Eastwick College

Dr. Henderson summarized the proposal stating that it supports the institution's strategic plan and mission, includes an excellent assessment plan and qualified consultant's report. Dr. Castilla concurred with Dr. Henderson's review. It was moved by Dr. Henderson and seconded by Dr. Castilla that this proposal be recommended to the NJPC. The motion carried (Dr. Ogle abstained).

2. BA in Early Childhood Education, Pre-K through Grade 3 (13.1209)

First Reader: Susan Davenport, Stockton University

Second Reader: Roberta Harvey, Rowan University

Dr. Davenport summarized the proposal stating that it supports the institution's strategic plan and mission, includes an assessment plan and qualified consultant's report. Dr. Harvey concurred with Dr. Davenport's review. It was moved by Dr. Davenport and seconded by Dr. Harvey that this proposal be recommended to the NJPC. The motion carried (Dr. Ogle abstained).

## **F. Hudson County Community College**

### 1. AS in Criminal Justice (43.0107)

First Reader: Jianping Wang, Mercer County Community College  
Second Reader: Nancy Becker, Caldwell University

Dr. Wang summarized the proposal stating that it supports the institution's strategic plan and mission, includes an assessment plan and qualified consultant's report. Dr. Becker concurred with Dr. Wang's review. It was moved by Dr. Wang and seconded by Dr. Becker that this proposal be recommended to the NJPC. The motion carried.

## **G. Kean University**

### 1. MA in Forensic Psychology (42.2812)

First Reader: Roberta Harvey, Rowan University  
Second Reader: Willard Gingerich, Montclair State University

Dr. Harvey summarized the proposal stating that it supports the institution's strategic plan and mission, includes an assessment plan and qualified consultant's report. Dr. Gingerich concurred with Dr. Harvey's review. It was moved by Dr. Harvey and seconded by Dr. Gingerich that this proposal be recommended to the NJPC. The motion carried (Dr. Toney abstained).

## **H. Middlesex County College**

### 1. AS in Business Information Systems Transfer (11.1101)

First Reader: Anne Prisco, Felician University\*  
Second Reader: Nancy Becker, Caldwell University

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

Dr. Ogle summarized the proposal stating that it supports the institution's strategic plan and mission, includes an assessment plan and qualified consultant's report. Dr. Becker concurred with Dr. Ogle's review. It was moved by Dr. Ogle and seconded by Dr. Becker that this proposal be recommended to the NJPC. The motion carried (Dr. LaPerla-Morales abstained).

## **I. Monmouth University**

### 1. BA in Interdisciplinary Studies for Elementary Educators (13.1202)

First Reader: Sue Henderson, New Jersey City University  
Second Reader: Nancy Becker, Caldwell University

Dr. Henderson summarized the proposal stating that it supports the institution's strategic plan and mission, includes a qualified consultant's report, but it does not contain learning outcomes and an assessment plan. Dr. Becker concurred with Dr. Henderson's concerns. The committee agreed not to move on the proposal without the learning outcomes and assessment plan.

**Action Item:** Monmouth University will be asked to provide the learning outcomes and an assessment plan. The proposal will be reconsidered after the resubmission is reviewed.

## **J. New Jersey Institute of Technology**

1. Ph.D. in Business Data Science (52.1301)

First Reader: Willard Gingerich, Montclair State University

Second Reader: Jeff Toney, Kean University

Dr. Gingerich summarized the proposal stating that it was a model proposal that supports the institution's strategic plan and mission, includes an assessment plan and qualified consultant's report. Dr. Toney concurred with Dr. Gingerich's review. It was moved by Dr. Gingerich and seconded by Dr. Toney that this proposal be recommended to the NJPC. The motion carried (Dr. Baltzis abstained).

## **K. Ocean County Community College**

1. Associate in Science Degree in Hospitality, Recreation, and Tourism Management (52.0901)

First Reader: Dr. Jianping Wang, Mercer County College

Second Reader: Joann La Perla-Morales, Middlesex County College

Dr. LaPerla-Morales summarized the proposal stating that it supports the institution's strategic plan and mission and includes an assessment plan and qualified consultant's report. Dr. Blattner concurred with Dr. La Perla-Morales's review. It was moved by Dr. La Perla-Morales and seconded by Dr. Blattner that this proposal be recommended to the NJPC. The motion carried. (Note: Dr. Wang abstained from reporting on this proposal because she was previously affiliated with Ocean County College).

## **L. Pillar College (Please see Old Business - this item should have been considered Old Business; it appeared on the 4-1-16 agenda)**

1. Master of Arts Degree in Counseling (42.2899)

First Reader: Roberta Harvey, Rowan University

Second Reader: Barbara-Jayne Lewthwaite, Centenary College

## **M. Rowan College at Burlington County**

1. Associate of Applied Science Degree in Paramedic Science (51.0904)(Also a certificate program)

First Reader: Basil Baltzis, NJIT

Second Reader: Nancy Becker, Caldwell University

Dr. Baltzis summarized the proposal and stated that a clarification is needed of the institution's relationship with Virtua Health especially since the program coordinator and faculty will be Virtua Health employees and accreditation will be Virtua West Jersey, Inc. Additionally, the assessment plan needs elaboration and there is no clear curriculum mapping of outcomes to courses. Dr. Becker concurred with Dr. Baltzis's recommendations.

**Action Item:** Rowan College at Burlington County will be asked to clarify the institution's relationship with Virtua Health and provide the learning outcomes and assessment plan. The proposal will be reconsidered after the resubmission is reviewed.

## **N. Rowan College at Gloucester County**

### 1. Associate in Science in Environmental Sustainability (03.0104)

First Reader: Rafael Castilla, Eastwick College

Second Reader: Dr. Jianping Wang, Mercer County College

Dr. Castilla summarized the proposal stating that the learning outcomes and assessment plan need to be revised. There are only two learning outcomes, the assessment plan is incomplete, a curriculum map is not included, and there was no site visit. Dr. Castilla also noted concerns about the appropriateness of the consultant's credentials as well as a potential conflict of interest as a faculty member at Rowan University. The committee affirmed these concerns.

**Action Item:** Rowan College at Gloucester County will be asked to provide a more thoroughly developed learning outcomes assessment plan and to engage a new consultant. The proposal will be reconsidered after the resubmission is reviewed.

## **O. Rowan University**

### 1. BA in Geology (40.0601)

First Reader: Susan Davenport, Stockton University

Second Reader: Sue Henderson, New Jersey City University

Dr. Davenport summarized the proposal stating that it supports the institution's strategic plan and mission, includes an assessment plan and qualified consultant's report. Dr. Henderson concurred with Dr. Davenport's review. It was moved by Dr. Davenport and seconded by Dr. Henderson that this proposal be recommended to the NJPC. The motion carried (Dr. Harvey abstained).

### 2. BS in Geology (40.0601)

First Reader: Susan Davenport, Stockton University

Second Reader: Sue Henderson, New Jersey City University

Dr. Davenport summarized the proposal stating that it supports the institution's strategic plan and mission, includes an assessment plan and qualified consultant's report. Dr. Henderson concurred with Dr. Davenport's review. It was moved by Dr. Davenport and seconded by Dr. Henderson that this proposal be recommended to the NJPC. The motion carried (Dr. Harvey abstained).

### 3. Bachelor of Fine Arts – Biomedical Art and Visualization (51.2703)

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

Second Reader: James Burkley, Rutgers University

Dr. Gitenstein summarized the proposal stating that it supports the institution's strategic plan and mission, includes an assessment plan and qualified consultant's report. Dr. Burkley concurred with Dr. Gitenstein's review. It was moved by Dr. Gitenstein and seconded by Dr. Burkley that this proposal be recommended to the NJPC. The motion carried (Dr. Harvey abstained).

### 4. BS in Community Health Advocacy and Education (51.2299)

First Reader: James Burkley, Rutgers University

Second Reader: Jeff Toney, Kean University

Dr. Burkley summarized the proposal stating that it supports the institution's strategic plan and mission, includes an assessment plan and qualified consultant's report. Dr.



Toney concurred with Mr. Burkley's review. It was moved by Mr. Burkley and seconded by Dr. Toney that this proposal be recommended to the NJPC. The motion carried (Dr. Harvey abstained).

**P. Rutgers University – Camden**

1. BA in Digital Studies (09.0702)

First Reader: Willard Gingerich, Montclair State University

Second Reader: Roberta Harvey, Rowan University

Dr. Gingerich summarized the proposal stating that it supports the institution's strategic plan and mission, includes an assessment plan and qualified consultant's report. Dr. Harvey concurred with Dr. Gingerich's review. It was moved by Dr. Gingerich and seconded by Dr. Harvey that this proposal be recommended to the NJPC. The motion carried (Mr. Burkley abstained).

**Q. Rutgers University – New Brunswick**

1. Master of Health Administration (51.2211)

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

Second Reader: Jeff Toney, Kean University

Dr. Gitenstein summarized the proposal stating that it supports the institution's strategic plan and mission, includes an assessment plan and qualified consultant's report. Dr. Toney concurred with Dr. Gitenstein's review. It was moved by Dr. Gitenstein and seconded by Dr. Toney that this proposal be recommended to the NJPC. The motion carried (Mr. Burkley abstained).

2. Master of Science in Packaging Engineering (15.1503)

First Reader: Roberta Harvey, Rowan University

Second Reader: Susan Davenport, Stockton University

Dr. Harvey summarized the proposal stating that it supports the institution's strategic plan and mission, includes an assessment plan and qualified consultant's report. Dr. Davenport concurred with Dr. Harvey's review. It was moved by Dr. Harvey and seconded by Dr. Davenport that this proposal be recommended to the NJPC. The motion carried (Mr. Burkley abstained).

**R. Thomas Edison State University**

1. MS in Healthcare Management (52.0201)

First Reader: Rafael Castilla, Eastwick College

Second Reader: Nancy Becker, Caldwell University

Dr. Castilla summarized the proposal stating that it supports the institution's strategic plan and mission, includes an assessment plan and qualified consultant's report. Dr. Becker concurred with Dr. Castilla's review. It was moved by Dr. Castilla and seconded by Dr. Becker that this proposal be recommended to the NJPC. The motion carried.

## **S. Union County College**

### 1. AS in Supply Chain Management (52.0203)

First Reader: Nancy Becker, Caldwell University

Second Reader: Basil Baltzis, NJIT

Dr. Becker summarized the proposal stating that it supports the institution's strategic plan and mission, includes an assessment plan and qualified consultant's report. Dr. Baltzis concurred with Dr. Becker's review. It was moved by Dr. Becker and seconded by Dr. Baltzis that this proposal be recommended to the NJPC. The motion carried.

## IV. Other Action Items

### **A. Eastern School of Acupuncture and Traditional Medicine**

Petition for Licensure

First Reader: Basil Baltzis, NJIT

Second Reader: Dr. Jianping Wang, Mercer County Community College

Dr. Baltzis summarized the petition and recommended that it be approved. Dr. Wang supported Dr. Baltzis' recommendation. It was moved by Dr. Baltzis and seconded by Dr. Wang that this proposal be recommended to the NJPC. The motion carried.

### **B. Relay Graduate School of Education**

ReLicensure Petition

First Reader: Rafael Castilla, Eastwick College

Second Reader: Barbara-Jayne Lewthwaite, Centenary University

Dr. Castilla summarized the petition and recommended that it be approved. Dr. Gingerich expressed his opposition and pointed out the issue with the credentials of the dean and faculty, which changed the motion to not recommending the relicensure petition for approval.

### **C. Rowan College at Burlington County**

3+1 Option

First Reader: Joann LaPerla-Morales, Middlesex County College

Second Reader: Nancy Becker, Caldwell University

Dr. Joann LaPerla-Morales summarized Rowan College at Burlington County's response to the AIC request subsequent to the April 1 meeting. Rowan College at Burlington's request for a 3+1 program with Rowan University was returned to the college for a consultant's report. The consultant's report was submitted with eight recommendations and the college responded to each of the recommendations.

With respect to the recommendation regarding the concern to find faculty to teach the 300 level courses, the college acknowledged the challenge and indicated that a process for faculty development with Rowan University created a new designation, "Rowan-affiliated faculty" so that Rowan College at Burlington County faculty would have access to Rowan University's library collections and educational programs. In the complete proposal for the 3+1, the Rowan College at Burlington detailed the list of faculty with doctorate degrees who would be eligible to teach in the 3 +1 program. Therefore, it would seem that Rowan College at Burlington has responded to the recommendation regarding faculty. Dr. LaPerla-Morales recommended that the proposal be approved.

Dr. Becker supported Dr. LaPerla-Morales recommendation. It was moved by Dr. LaPerla-Morales and seconded by Dr. Becker that this proposal be recommended to the NJPC. The motion carried. (Dr. Harvey abstained).

#### **D. Rowan College at Gloucester County**

3+1 Option

First Reader: Joann LaPerla-Morales, Middlesex County College

Second Reader: Nancy Becker, Caldwell University

Dr. Joann LaPerla-Morales summarized Rowan College at Gloucester County's response to the AIC request subsequent to the April 1 meeting. Rowan College at Gloucester's request for a 3+1 program with Rowan University was returned to the college for a consultant's report. The consultant's report was submitted with eight recommendations and the college responded to each of the recommendations.

With respect to the recommendation regarding the concern to find faculty to teach the 300 level courses, the college acknowledged the challenge and indicated that a process for faculty development with Rowan University created a new designation, "Rowan-affiliated faculty" so that Rowan College at Gloucester County faculty would have access to Rowan University's library collections and educational programs. In the complete proposal for the 3+1, the Rowan College at Gloucester detailed the list of faculty with doctorate degrees who would be eligible to teach in the 3 +1 program. Therefore it would seem that the Rowan College at Gloucester has responded to the recommendation regarding faculty. Dr. LaPerla-Morales recommended that the proposal be approved. Dr. Becker supported Dr. LaPerla-Morales recommendation. It was moved by Dr. LaPerla-Morales and seconded by Dr. Becker that this proposal be recommended to the NJPC. The motion carried. (Dr. Harvey abstained).

#### **E. Rowan University**

BA in Liberal Studies with a specialization in Literacy Studies to full degree, BA in Literacy Studies (program conversion) (24.0101)

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

Second Reader: Nancy Becker, Caldwell University

Dr. Gitenstein summarized the proposal and recommended that it be approved.

Dr. Becker supported Dr. Gitenstein's recommendation. It was moved by

Dr. Gitenstein and seconded by Dr. Becker that this proposal be recommended to the NJPC. The motion carried. (Dr. Harvey abstained).

#### **F. Syracuse University**

1. Petition for Licensure to Offer Two Undergraduate Courses at NJ High Schools

First Reader: Susan Davenport, Stockton University

Second Reader: James Burkley, Rutgers University

Dr. Davenport reviewed the petition and recommended that it be approved. Mr. Burkley agreed with Dr. Davenport's recommendation. It was moved by Dr. Davenport and seconded by Mr. Burkley that this proposal be recommended to the NJPC. The motion carried.

## **G. Temple University**

1. Petition for Licensure – ABA Post-Graduate Certificate Program

First Reader: Jeff Toney, Kean University

Second Reader: Willard Gingerich, Montclair State University

Dr. Toney reviewed the petition and recommended that it be approved. Dr. Gingerich agreed with Dr. Toney's recommendation. It was moved by Dr. Toney and seconded by Dr. Gingerich that this proposal be recommended to the NJPC for approval. The motion carried.

## **H. The College of New Jersey**

1. BS/MAT in Urban Education (13.0410) (Conversion of an Existing Program Option to Full Program Status)

First Reader: James Burkley, Rutgers University

Second Reader: Basil Baltzis, NJIT

Mr. Burkley reviewed the petition and recommended that it be approved. Dr. Baltzis concurred with Mr. Burkley's recommendation. It was moved by Mr. Burkley and seconded by Dr. Baltzis that this proposal be recommended to the NJPC for approval. The motion carried (Dr. Gitenstein abstained).

## **V. Old Business**

### **A. Eastern International College**

1. RN to BSN (51.3801) (Discussion to be led by Dr. Blattner)

Dr. Blattner stated that this request is similar to the requests received from Union County College and Passaic County Community College. Those petitions were not recommended for approval by the AIC to the NJPC. Both proposals are currently being reviewed by the Office of the Secretary of Higher Education. The AIC agreed that it would be best not to act on this similar petition until a decision has been received on the other two from the Office of the Secretary of Higher Education. Additionally, the AIC is returning this application based on the quality of information contained in the proposal. The actual program assessment plan needs elaboration because there is no clear curriculum mapping of outcomes to courses. Also, for most outcomes the measure is "80% of students getting a 77% minimum grade in clinical examinations and analyses assignments." Grades obtained are not true assessments. There is no institutional response to the external reviewer but rather a letter to Dr. Ann Marie Graff who is (or was at submission time) Interim President of EIC. It is EIC's prerogative to determine if the institution should invest time and resources to revise the proposal, but most likely the AIC will not recommend it for approval to the NJPC. Eric Taylor stated that a decision would not be made until the fall 2016 on the petitions from Union County College and Passaic County Community College.

## **B. Pillar College**

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

**(previously submitted 4-1-16 – response to AIC request)**

First Reader: Michael Smith, Berkeley College

Second Reader: Basil Baltzis, NJIT

**Note:** Dr. Smith did not participate in the call because of his inauguration. He had previously provided his comments to Dr. Blattner, which she read to the committee. Dr. Blattner stated Pillar College has decided to no longer offer AA-Biblical Studies since it mirrors AA-General Studies. As requested, the institution submitted a curriculum map and updated board resolution. Dr. Smith recommended that the proposal be accepted. Dr. Baltzis agreed with Dr. Smith's recommendation. It was moved by Dr. Blattner and seconded by Dr. Baltzis that this proposal be recommended to the NJPC for approval. The motion carried.

### 2. Master of Arts Degree in Counseling (42.2899)

**(previously submitted 4-1-16 – response to AIC request)**

First Reader: Roberta Harvey, Rowan University

Second Reader: Barbara-Jayne Lewthwaite, Centenary College

Dr. Harvey summarized the resubmitted proposal stating that as requested by the AIC it provided an expanded learning outcomes assessment plan and a response to the consultant's report. Dr. Harvey noted that the institution adequately addressed the AIC's concerns but two other concerns remained, the exceeding of mission and the objections from other institutions that the program would be duplicative.

Dr. Harvey stated that the institution's request to exceed mission to offer a master's program appeared to be based on specific interest by their undergraduate student population in pursuing graduate study in counseling at the institution. Dr. Harvey further noted that the institution responded to the objections by stating that the curriculum is faith-based and therefore not overly duplicative. Dr. Harvey recommended that the proposal be accepted and Dr. Lewthwaite supported the comments. It was moved by Dr. Harvey and seconded by Dr. Lewthwaite that this proposal be recommended to the NJPC for approval. The motion carried.

## VI. For Your Information

### **A. Atlantic Cape Community College**

1. Business Administration Certificate - New Certificate Program – (12.0503)
2. Fine Arts Professional – New Certificate of Achievement Program – (50.0702)
3. Unmanned Aircraft Systems Specialist – New Certificate of Achievement Program (49.0101)

### **B. Bergen Community College**

1. Associate in Science, Professional Studies, Sport Management – New Program Option (24.0101)

### **C. Brookdale Community College**

1. AAS - Medical Laboratory Technology – Discontinuance (51.1004)

**D. Camden County College**

1. Automotive Service Management Certificate of Achievement – – Termination (47.0604)
2. Computer Integrated Manufacturing Technology – Certificate of Achievement - Termination - (15.0699)
3. Computer Graphics Option: Electronic Publishing Task – Degree Termination (24.0101)
4. Laser/Electro-Optic Technology Fiber Optic Option – Degree Termination – (15.0304)
5. Certificate of Achievement: Homeland Security (43.0119)

**E. Eastwick College**

1. Certificate Program Termination – Medical Assisting with Patient Care Technician (51.0801)
2. Certificate Program Termination – Medical Assisting with Vascular Sonography (51.0901)
3. Certificate Program Termination – Medical Assisting with Vascular Sonography and Externship (51.0901)

**F. Essex County College**

1. Word Processing – Certificate – Termination (52.0401)
2. Retail Sale Specialist – Certificate – Termination (52.0299)
3. Business Administration: Office Administration and Computer Technology Option – Certificate – Termination (52.1801)
4. Business Paraprofessional – Certificate – Termination (52.0201)
5. AAS Environmental Science – Termination (03.0104)
6. Business Professional Certificate (52.0201)
7. Computer and Network Support Certificate (11.1001)
8. Cybersecurity Certificate (11.1001)
9. Database System Administration Certificate (11.0301)
10. Software Development and Programming Certificate (11.0201)

**G. Fairleigh Dickinson University**

1. Master of Arts in Corporate and Organizational Communication to Master of Arts in Communication (09.0100)

**H. Georgian Court University**

1. BA Latino/a and Business Studies to BA Latino Business Studies – Nomenclature Change ( )

**I. Hudson County Community College**

1. Program Title Change – AS Cooperative Nursing to AS Nursing (51.3801)

**J. Kean University**

1. BS Management: Entrepreneurship Option – New Program Option (52.0201) (Letter from Veterans Affairs – SAA)
2. BA in English: English in Global Settings – New Program Option (23.0101)

**K. Monmouth University**

1. Race and Ethnic Studies – new undergraduate minor (05.0200)
2. Environmental Biology – new undergraduate minor (26.1305)
3. Childhood Studies – new undergraduate minor (19.0706)
4. Master of Science in Clinical Mental Health Counseling – nomenclature change - (51.1508)
5. Non-Instructional School Nurse Endorsement – nomenclature change – Graduate Certificate Program(51.3801)
6. Master of Education – School of Education – Reinstatement (13.0101)

**L. Montclair State University**

1. Human Resources Management – Post-Baccalaureate Certificate Program (52.1001)
2. Nomenclature Changes  
BFA in Graphic Design to BFA in Visual Communication Design (50.0409)  
BFA in Industrial Design to BFA in Product Design (50.0404)  
BA in Fine Arts to BA in Visual Arts (50.0701)
3. Project Management – Post Baccalaureate Certificate Program (52.0211)
4. Program Terminations  
Master of Arts in Environmental Studies (03.0103)  
Post-baccalaureate Certificate Program – Health Education (13.1307)  
Post-baccalaureate Certificate Program – Food Safety (19.0599)

**M. New Jersey City University**

1. Master of Science with a Major of Nursing - Specialization in Nursing Education (CIP 51.3801)

**N. Passaic County Community College**

1. Career Certificate – Video Production (10.0202)
2. Certificate of Achievement – Basic Video Production (10.0202)

**O. Ramapo College of New Jersey**

1. Certificate Program – Children’s Yoga Teacher Certification (51.2306)
2. MSN tracks – Family Nurse Practitioner and Nurse Administrator (51.3808)
3. Minor in Digital Filmmaking (50.0602)
4. Minor in Plant Studies (01.1101)
5. Nomenclature Change – Substance Abuse Minor – Substance Use Disorders (51.1501)
6. Minor in American Studies (05.0102)

**P. Rowan College at Gloucester County**

1. AA – Arts and Sciences: Radio, Television and Film – New Program Option (09.0799)

**Q. Rowan College at Burlington County**

1. Paramedic Science Certificate (51.0904)

**R. Rutgers University – Camden**

1. BA in Biology with Business minor and the Master of Business Administration (52.0201) Change of Credit Requirements

**S. Rutgers University – New Brunswick**

1. Institutional Program Title of MS, M.Phil., and Ph.D. in Computational Biology and Molecular Biophysics – Nomenclature Change – Quantitative Biomedicine (30.0101)

**T. Salem Community College**

1. AA Criminal Justice to AS Criminal Justice (Change in Degree Designation)(43.0107)

**U. The College of New Jersey**

1. Nomenclature Change – M.Ed. in Developmental Reading to M.Ed. in Literacy (13.1315)

**V. Thomas Edison State University**

1. Undergraduate Certificate – General Management (52.0201)
2. Undergraduate Certificate – Healthcare Management (51.0701)

**W. Union County College**

1. Program Terminations –
  - AAS - Construction Engineering Technology (15.0201)
  - AAS - Game Design Creation (10.0304)
  - AAS - Mechanical Engineering Technology (15.0805)
  - AAS - Business and Computer Applications Technology (52.0407)
  - AA - Humanities and Social Institutions (24.0101)
  - AA - International Studies (24.0101)
  - AS - Nuclear Medicine Technology (51.0905)
2. Certificate of Achievement - Supply Chain Management (52.0203)
3. American Sign Language and Deaf Studies from AA to AS – Degree Designation Change (16.1699)
4. Computer Science from AA to AS – Degree Designation Change (11.0101)
5. Termination of Program Option – Liberal Arts, Illustration Option (24.0101)
6. Nomenclature Change – Office Professional Certificate to Certificate of Achievement (52.0401)



## 7. Nomenclature Change – Educational Interpreter Program Certificate to Certificate of Achievement (16.1699)

### VII. New Business

#### A. AIC Manual (Revisions – Draft)

Dr. Blattner and Dr. Henderson led the discussion regarding the revisions to the AIC manual. The following edits to the AIC Manual were agreed upon:

1. Finalize table of contents (p.2)
2. Review and Finalize current membership list (Appendix A)
3. Insert dates for 2016-17 meetings (Appendix B)
4. Consult institutions on whether or not they are at the Post-Master's or
5. Professional level (Appendix C)
6. Insert a sample new certificate for Appendix J-4

#### B. NJPC Bylaws ARTICLE 15: Committees (Revision)

Dr. Blattner stated that the following changes have been suggested to address the membership requirements of the Academic Issues Committee. The proposed changes affect Article 15, namely Committees, and are indicated in red type. According to Article 17 of the NJPC Bylaws, the bylaws may be amended at any regularly scheduled meeting of the Presidents' Council upon twenty days' written notification to all members of the Council. A simple majority of those present will constitute a vote of approval. These amendments will be a proposed action item on the June 6 Presidents' Council meeting agenda.

#### **NJPC Bylaws**

##### **ARTICLE 15: Committees**

*The committee structure of the Presidents' Council is vital to the interactive cooperation of higher education institutions in the State of New Jersey. The chair of the executive board should make every attempt to involve every member of the Presidents' Council as members of standing committees or ad hoc committees. Every effort should be made to have balanced representation from all four sectors as set forth in Article 8.3 on all committees.*

*The chair, in consultation with the Presidents' Council, shall appoint the following standing committees and committee chairs: academic issues committee, budget and governmental relations committee, advocacy and accountability committee, and transfer committee. Each committee, with the exception of the executive board, will consist of not fewer than five Council members and may have other members as the Council shall deem appropriate. Membership on the standing committees will normally be for two years, but may be extended. Designees of presidents may be permitted to serve on standing committees, with the exception of the nominating committee, except that presidents must comprise the majority of both committee members and membership at any meeting and a designee must be authorized by his or her president to vote and not simply observe. **As an exception, provosts and vice presidents for academic affairs who serve as designees for their presidents may comprise the majority of the members of the Academic Issues Committee; however, a president shall serve as the chair of the Academic Issues***

**Committee.** *At the determination of any committee chair, committee meetings may be convened by means of conference calling or other method of telecommunications. Responsibilities specifically designated to standing committees are meant to be illustrative of the scope and statutory responsibility and should not be construed so as to limit functions subsequently assigned said committees by the chair of the Presidents' Council.*

15.a. *The Academic Issues Committee, **chaired by a president member**, will deal with issues of academic interest to the President's Council, i.e., educational, research, service, and administrative. The Committee will be responsible for New Program Review.*

The AIC manual revision will be included on the agenda at the August 2016 meeting. Dr. Blattner thanked Dr. Lewthwaite for many years of service on the committee. The committee members thanked Dr. Blattner for her leadership over the past year.

The meeting adjourned at 12:15 pm.