

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

September 4, 2020 10:00 a.m.

Zoom Meeting Link: <https://NJCU.zoom.us/join/join?secret=99558612820&pwd=99558612820>

Meeting Id: 995 5861 2820, Passcode: !k*A!z3x

I. Call to Order / Roll Call

Sue Henderson, Chair AIC – NJCU
Marianne Vakalis – Berkeley College
David Stout – Brookdale Community College
Rafael Castilla – Eastwick College
Gillian Small – Fairleigh Dickinson University
Joseph Marbach – Georgian Court University
Lamont Repollet – Kean University
Jeff Toney – Kean University
Mark McCormick – Middlesex County College
Patrick Leahy - Monmouth University
Willard Gingerich – Montclair University
Joanne Cote-Bonanno – Montclair University
Barbara Ritola – Montclair University
Nurdan Aydin - NJCU
Basil Baltzis - NJIT
Jacki Belin – Raritan Valley Community College
Roberta Harvey – Rowan University
James Burkley – Rutgers University
Jon Connolly – Sussex County Community College
Jennifer Palmgren – The College of New Jersey
Jeffrey Osborn – The College of New Jersey

Also Present:

Allison Samay – NJPC
Guillermo de Veyga – NJCU
Jennifer Fitzgerald – NJCU
Rose Mary Reilly - NJCU

II. Approval of Minutes of the May 8, 2020 Meeting

Dr. Baltzis moved for approval of the minutes of the May 8, 2020 meeting. The motion was seconded by Dr. Toney. Minutes were approved.

III. Report from the Chair

Dr. Henderson is attempting to gain clarity from Harvey Kesselman and the New Jersey Presidents' Council (NJPC) on what motions they took moving forward for a program that

exceeded mission and was voted on at the NJPC last year. Dr. Henderson reminded all that institutions have three chances to pass at the AIC level, and after the third try the program is moved forward to NJPC with a recommendation not to pass.

IV. New Programs

A. Kean University

1. M.S. Athletic Training, CIP 51.093

First Reader: Willard Gingerich, Montclair State University

Second Reader: Gillian Small on behalf of Christopher Capuano, Fairleigh Dickinson University

Dr. Gingerich stated the proposal builds on a long standing and successful undergraduate program the University has in this area. They will seek licensure and accreditation with the Commission on Accreditation for Athletic Training Education thus giving the proposal and program a well-defined format and expectation. The core competencies of the program are designed around student learning objectives from the 2020 Standards for Accreditation of Professional Athletic Training Programs. There is a very robust assessment plan patterned after the accreditation requirements. The program is fully aligned with the University's student learning objectives. Enrollment data was provided over a five year projection. The program has a very stringent and detailed admission standard. Facilities wise the program is well prepared to move to the masters and they have a designated budget to create and add the necessary facilities this program would require. The well qualified consultant provided a thorough review without reservation, but did provide a few recommendations. The University responded to all recommendations and agreed to follow through with everything they felt could be added to the program. Dr. Gingerich noted the program is well organized and recommended it for approval to move forward to the Presidents' Council. The second reader Dr. Small concurred with Dr. Gingerich and added they have sufficient agreements in place to support students doing clinical rotations. If the program grows they will have to add additional clinical placement which is something all must keep aware of. Dr. Small seconded the recommendation to move the proposal forward to the President's Council. The motion was carried. Dr. Toney recused.

B. Monmouth University

1. B.A. in Early Childhood and Teacher of Students with Disabilities, CIP 13.1210

First Reader: Nurdan Aydin, New Jersey City University

Second Reader: Mark McCormick, Middlesex County College

Dr. Aydin stated the consultant has enough experience and credentials and visited the campus where she met with key personnel including faculty and administrators. A thorough consultant report that followed guidelines and addressed AIC issues was provided. The institution properly addressed all the consultant's comments which mostly focused on the curriculum and courses. The program is seeking licensure and accreditation from the Council of Accreditation of Educator Preparation. Program objectives are sound and clearly stated. Program learning outcomes are very thorough as they revolve around the demands and standards of accommodation bodies. Learning

goals are clearly identified. There is a comprehensive evaluation and learning outcomes assessment plan. Standards and assessment are discussed in detail and linked to the courses, program assessment, and the institution's strategic plan. The proposal did not include budget and enrollment alignment. Dr. Aydin recommended conditionally moving the proposal forward to the Presidents' Council with a request to the institution for a budget and enrollment projection. Dr. de Veyga reported Dr. McCormick emailed to second the motion to move this proposal forward to the Presidents' Council. The motion was carried. Dr. Leahy recused.

Action: The AIC would like for Monmouth University to provide clarity around the budget and enrollment projections. Please provide clarity on the budget and enrollment projections to the AIC by Wednesday, September 16, 2020.

2. B.A. in Early Childhood and Elementary Education with Teacher of Student with Disabilities, CIP 13.1210

First Reader: Willard Gingerich, Montclair State University

Second Reader: Rafael Castilla, Eastwick College

Dr. Gingerich summarized the submitted program as extremely detailed and thorough. The program will prepare students for licensure and will also seek Council for the Accreditation of Educator Preparation accreditation. Curriculum is divided into three general categories of education studies, liberal arts, and general education. The program is designed with consideration of a series of standards from: National Academy of Education Committee on Teacher Education framework, National Association for the Education of Young Children, and Council for Exceptional Children. The Interstate New Teacher Assessment and Support Consortium was also taken into consideration in the preparation of the program. All students would spend time in the clinical teacher residency program that Monmouth University includes in its educational preparation. There is a robust assessment plan of both individual courses and the program itself. Demand information was provided with evidence of a strong and growing demand for students who want to prepare themselves to be elementary school teachers with strong foundations. The consultant from Rider University is very well qualified and suggested a few recommendations all of which were responded to thoroughly. Dr. Gingerich had no reservations about the proposal and recommended the proposal to be moved forward to the Presidents' Council. The second reader Dr. Castilla agreed with Dr. Gingerich's summary and seconded the motion to move the proposal forward. The motion was carried. Dr. Leahy recused.

C. Montclair State University

1. B.A. in Liberal Studies, CIP 24.0101

First Reader: Rafael Castilla, Eastwick College

Second Reader: Pat Leahy, Monmouth University

Dr. Castilla summarized the proposal as a fully online program that will provide a path for graduation to former students who did not continue their studies and are not likely to complete their degrees by attending a campus in person. Data found during a comprehensive market study completed in February 2020 showed 74,000 people in NJ

have some credit and no degree. Of the 74,000 people, the median age was 39 and a quarter of them are about 50 or older. That demographic of people work and are financially independent. The focus of the program is to reinforce the value of a liberal arts education for adult learners and for employers. Research presented shows that employers assign significant value to the skills typically found in a liberal arts education, so the program has a focus on those skills in the context of humanities and education concentrations. Two core courses will be the base of their assessment plan. They presented a matrix which includes four program learning goals, the courses in which they are evaluated, and the assessment measures. A combination of direct assessments was used in the matrix to complement their evaluation of the program with indirect data from student experience and exit surveys. The program fits the strategic plan at the University and aligns with the goal to provide more access to education. The program will not have its own faculty as the University will rely on collaboration across departments to identify concentrations that meets the needs of this population of students. Of all comparable programs in the state this program will be one of the most affordable programs as they plan to charge tuition for credit with no additional fees and no out of state tuition. The University plans to make an important investment in marketing for this program and will also have success coaches that will engage with students in the program from admission to completion. The consultant is highly qualified and provided several recommendations which were all responded to adequately by the University. Although there is no statement of approval the support is implied as the consultant clearly supported the program. Dr. Castilla motioned to move the proposal forward to the President's Council. The second reader Dr. Leahy agreed with Dr. Castilla's summary of the program and noted the importance of the program given the number of adults that have some college but not enough credits for a degree. Dr. Leahy seconded the motion by Dr. Castilla to move the proposal to the Presidents' Council. The motion was carried. Dr. Dr. Gingerich recused.

D. Ocean County College

1. A.A.S. in Health Science Degree, CIP 51.0000

First Reader: Jacki Belin on behalf of Michael McDonough, Raritan Valley Community College

Second Reader: Gillian Small on behalf of Christopher Capuano, Fairleigh Dickinson University

*Dr. Belin stated the program is designed for students who are already working in the healthcare field as para professionals. It provides a bridge to an associate's degree for healthcare professionals who are seeking to enhance their career opportunities. A unique aspect of this program is the granting of up to 19 academic credits for previous post-secondary training credentials and or work experience. The program supports the strategic plan by embracing new students expanding educational opportunities for its community stakeholders and by applying best practices in developing new approaches to meet industry and economic demands. Degree requirements are clearly articulated and program goals were nicely mapped to both the strategic plan and the program learning outcomes. Credit evaluation of the post-secondary training and work experience will be

conducted by representatives from the School of Nursing and Health Sciences and will be based on transcript evaluation and portfolio examinations. Learning objectives are well grounded and appropriate given the current issues we are facing in the healthcare industry. Student learning outcomes are well thought out and mapped to specific courses. Enrollment projections are reasonable and will not place a resource burden on the college. The School of Nursing and Health Sciences will collaborate with Ocean County College's non-credit division to credential their students that are taking health related credentials which should help to build future enrollment in the program. The consultant met guidelines for an external consultant. The consultant conducted a virtual site visit and carefully reviewed the program proposal. Ocean County College responded to each of the consultant recommendations. Dr. Belin recommended the proposal be moved forward to the Presidents' Council. The second reader Dr. Small agreed with Dr. Belin's concise summary of the program and noted the importance of the plan to expand on their existing articulation agreements. Dr. Small seconded the motion to move the proposal forward to the Presidents' Council. The motion was carried.

2. A.S. in Chemistry, CIP 40.0501

First Reader: Jon Connolly, Sussex County Community College

Second Reader: Nurdan Aydin, New Jersey City University

Dr. Connolly summarized the program as a classic A.S. in Chemistry proposal. A valiant attempt was made at trying to align the strategic plan of the institution with this program, but due to the structure of our proposal system the actual alignment is not particularly strong. The assessment plan is appropriate, and the vast majority of the program learning outcomes are at the Bloom's Taxonomy application level or higher. All program learning outcomes are aligned to particular classes in the program. The analysis of needs discussed the demand for A.S. in Chemistry is increased by 300%, but what is not clarified is the demand from students. Additionally, the analysis of the workforce is thin. The consultant is highly qualified and provided an extremely well written and clear report. Several recommendations were given all of which were answered by Ocean County College. Dr. Connolly did not agree with the college's response to the recommendation that an analytical chemistry or biochemistry oriented organic chemistry class be added to the program. Ocean County College's response to that recommendation stated highly specialized equipment would need to be purchased for this and a designated lab. The former is true and the institution should commit to it. An A.S. degree coming out of a community college should have at least one very practical class so that students can leave with a degree and get into the workforce. Without an analytical chemistry class the program will be entirely theoretical and students won't be ready for the workforce. Dr. Connolly motioned to move the proposal forward to the Presidents' Council with the recommendation to add an analytical chemistry course. The second reader Dr. Aydin agreed with Dr. Connolly's summary. She also noted the consultant visit was done the same day the consultant report was submitted. The list of existing programs appears to be incomplete as NJCU offers a B.S. in Chemistry, but it was not included. A budget plan is not presented. The Table of Contents is not updated and should be fixed. Dr. Harvey and Dr. Connolly pointed out

the proposal states it is intended to prepare students for transfer to four year programs, but much of the rest of the discussion is about the workforce. The Target student population should be identified to make the proposal clearer. Dr. Aydin seconded the motion to move the proposal forward to the Presidents' Council. The motion was carried.

Action: The Committee agreed the following should be addressed:

1. An analytical chemistry course should be added to the program.
2. Clarify the program pathway (transfer program, enter the industry, or both).
3. Clarify the target student population.
4. Clarify the budget.
5. Provide a list of similar programs available in the state.

Please provide the requested information to the AIC by Wednesday, September 16.

E. Raritan Valley Community College

1. A.A.S. Medical Laboratory Technology, CIP 51.1004

First Reader: Robert Schreyer, Mercer County Community College

Second Reader: David Stout, Brookdale Community College

The first reader was not present for the meeting. Dr. Stout stated the intention of the program is to develop the workforce of medical lab technicians which is a significantly depleted occupation across the state. Both the program objectives and the evaluation learning outcomes assessment plan are very clearly stated. There is great alignment between the institutional strategic plan and program learning outcomes. The program will start off with 12 students and includes a partnership with LabCorp in Raritan, NJ which would allow the 12 students to work in LabCorp for their clinical placements. There is commitment to the budget for this program. Most of the resources will be provided by LabCorp in their portion of the partnership. Raritan Valley Community College will hire a full time director to run the program. The program is a 68 credit program outside of the 60 credit bounds due to the fact that it's a program that will be seeking national accreditation and certification. The proposal doesn't address where they are going to find faculty members to teach these courses given the number of retirees in this subject matter and field. It is believed they are going to use LabCorp technicians as adjunct instructors for the program though it is not explicitly stated. The consultant is highly qualified and provided several recommendations. One recommendation was to increase the number of credits of the immunology course from two to three as she does not believe a two credit immunology course can be taught. The institution addressed the need to increase the number of credits for the immunology course in their response, but it was not updated in the proposal itself. The consultant also noted the institution will need to develop partnerships with other organizations to meet the needs of the curriculum as the LabCorp site they are partnered with would not give students the opportunity to do any blood draws since it is a headquarters where specimens are sent and analyzed. Additionally, LabCorp may not be able to handle 12 people at a time, so clinical experiences may need to be split into rotating cohorts of six students. Dr. Stout

motioned to move the proposal forward to the Presidents' Council. The motion was carried.

Action: The Committee agreed the following should be addressed:

1. Update Immunology course to reflect 3 credits.
2. Update total number of credits to 69.
3. Clarify where adjunct instructors will come from.
4. Develop a plan to address clinical experience in the event LabCorp is unable to handle 12 students at once.

Please provide the requested information to the AIC by Wednesday, September 16.

F. Rider University

1. B.F.A. in Acting, CIP 50.0506

First Reader: Roberta Harvey, Rowan University

Second Reader: Patrick Leahy, Monmouth University

Dr. Harvey summarized the submitted proposal, stating that the program prepares graduates for entry into the performing arts and entertainment industries as professional actors but is updated to recognize performance takes place across multiple media platforms. Rider University will not seek National Association of Schools of Theatre accreditation. Competitive advantages for Rider include the revitalized Westminster College of the Arts, synergies with the existing B.F.A. in Musical Theatre and B.A. in Theatre, and location in proximity to NYC, Philadelphia, and Baltimore. The consultant was superbly qualified with academic credentials and deep experience in the performance community which made for a very credible and insightful report with numerous recommendations across all categories. The institution responded point by point to the recommendations and appeared to have accepted most of them, but details of the changes made and the reasons why the recommendations were accepted were not provided. In particular, changes made to the learning outcomes assessment plan as advised by the consultant were not explained. The institution did not comment at all on a fairly extensive recommendation regarding counseling and advisement support.

Additionally, the consultant was not asked to review the changes, so there was no follow up confirmation that the concerns were actually addressed. It appears the program proposal might be a revision of the one that was reviewed by the consultant as edits to the proposal weren't marked, thus changes to the proposal couldn't be tracked. The consultant reviewed the program summer of 2019, and the governing board approved the program summer of 2020. Dr. Harvey inferred that the governing board did not have concerns about liability and feasibility of the program even though the performance industry has been significantly hit. However, given the lack of context and detail in the responses to the consultant's recommendations along with the passage of time since the review, Dr. Harvey recommended the program be returned for clarification. The second reader, Dr. Leahy, stated that the proposed program was clearly presented and well designed, adding that the program takes advantage of the institution's unique location, yet also includes an interesting final semester in L.A. There wasn't a real concern about whether there is a market or not for the field. The consultant report largely validated the program, but Dr. Leahy concurred that the institution lacked responses to some of the

consultant's recommendations and concerns. Dr. Leahy agreed with Dr. Harvey and recommended the proposal not be forwarded to the Presidents' Council and be returned to the institution. The Committee agreed.

Action: The committee agreed that the proposal be returned to the institution to address the following:

1. Provide a detailed response to the consultant's recommendations regarding the learning outcomes assessment plan, explaining how the recommendations were implemented and showing the original and revised plans for comparison.
2. Provide a response to the consultant's recommendation regarding counseling and advisement support.
3. Endorsement of the revisions by the consultant is recommended but not required.

G. Rowan College at Burlington County

1. A.A.S. in Applied Technology Management, CIP 52.0216

First Reader: Mark McCormick, Middlesex County College

Second Reader: Basil Baltzis, New Jersey Institute of Technology

Dr. McCormick summarized the program stating the program will prepare students for various positions in the fields of technology and engineering management. The curriculum appears to be logically sequenced and meet the required general education distribution for an A.A.S. degree program. While not as detailed as many there is an assessment. It is noted the proposal could transfer to a B.S. in Industrial Technology Management and they plan to seek accreditation of the program by the Association Technology Management and Applied Engineering. The consultant meets the AIC guidelines for a consultant and provided a report that responds to the AIC requirements. A virtual visit was conducted by the consultant in early June 2020 and recommendations were provided to the institution to which the institution fully responded to. There were no objections from other institutions. A minor error was noted on the Program Announcement Cover Page where the degree designation is incorrectly listed as Associate of Science instead of Associate of Applied Science. Dr. McCormick stated the program meets all requirements for new degree program proposal and he recommends to move the proposal forward to the Presidents' Council. The second reader Dr. Baltzis concurred with Dr. McCormick's summary. He added the institution accepted the consultant's recommendation to add one learning outcome, however they did not go back to the proposal to see how the learning outcome was added and where it will be evaluated. Given the assessment plan described Dr. Baltzis is confident they will follow through. Dr. Baltzis seconded the motion to move the proposal forward to the Presidents' Council. The motion was carried. Dr. Harvey recused.

V. Other Action Items

A. Daemen College

1. Petition for Re-Licensure

https://www.state.nj.us/highereducation/higheddocs/Daemen_petition_2019.pdf,
password: Blue\$2019

First Reader: James Burkley, Rutgers University

Second Reader: David Stout, Brookdale Community College

Mr. Burkley stated the notice went out from the state office in February 2020 announcing this petition and inviting comment. Daemen College is an independent institution with its main campus in Amherst, NY. It's a petition for re-licensure to offer in New Jersey a portion of the Master of Science in Elementary Education School Teachers in Grades K-6 and Students with Disabilities and a Master of Science in Preschool-Grade 3 and Students with Disabilities. They are not the complete degree programs, and instead are seven courses in the first program and eight courses in the second program. No objections were received during the 30 day comment period. A well-qualified consultant conducted a virtual site visit on June 17, 2020 and recommended re-licensure for the proposed programs for the maximum re-licensure period of five years. While the program will accept any qualified student who wishes to enroll, it also has the unique capacity to serve the distinctive needs of the Orthodox Jewish teachers and pupils. The college has a long-standing recruitment and marketing partnership with an organization that enables Orthodox Jewish woman to earn bachelor's and master's degree in a rigorous academic setting without compromising their religious principles. The petition shows that this demographic is a significant need to provide educational services in Lakewood and south eastern NJ. Although they do not plan to offer full degree programs in Lakewood, by offering two thirds of both programs they will be accommodating more teacher candidates from south eastern NJ who are interested in joining its Brooklyn branch campus master's program leading to the NY certification. Students can then apply to NJ certification with reciprocity. They are also opening a new online program which leads to certification in Applied Behavior Analysis. This petition would enable many students to join the ABA program as postgraduate students. The consultant report was very thorough and was structured around state regulations with a conclusion that the petition exceeds the expectations for licensure in the state of NJ. Mr. Burkley motioned to move the petition forward for the Presidents' Council. The second reader Dr. Stout concurred with Mr. Burkley's summary and seconded the motion to move the petition to the Presidents' Council. The motion was carried.

VI.

For Your Information

A. Bergen Community College

- New Certificate of Achievement in Medicinal and Industrial Cannabis Species, CIP 26.9999

B. Berkeley College

- Six New Certificates
 - Certificate in Compliance, CIP 22.9999
 - Certificate in Legal Nurse Consulting, CIP 22.9999
 - Certificate in Public-Private Partnership, CIP 52.0206
 - Certificate in Emergency Preparedness and Response, CIP 43.0303
 - Certificate in Homeland Security, CIP 43.0301

- Certificate in Social Justice and Welfare, CIP 44.0000
- Four New Program Options
 - M.B.A. in Management with a Concentration in Financial Management, CIP 52.0899
 - M.B.A. in Management with a Concentration in Healthcare Management, CIP 51.0701
 - M.B.A. in Management with a Concentration in Human Resources Management, CIP 52.1001
 - M.B.A. in Management with a Concentration in Supply Chain Management, CIP 52.0203

C. Brookdale Community College

- Nomenclature change from Teacher Assistant A.A.S. to Instructional Assistant A.A.S., CIP 131501
- Nomenclature change from Humanities Associate in Art, Liberal Education Option to Humanities Associate in Arts, Liberal Arts Option, CIP 240101

D. Caldwell University

- Fourteen New Certificates
 - Certificate in Business Essentials, CIP 520201
 - Certificate in Organizational Leadership, CIP 520213
 - Certificate in Supply Chain Management, CIP 520203
 - Certificate in Management Information Systems, CIP 521201
 - Certificate in Healthcare Administration, CIP 510701
 - Certificate in Human Resource Management, CIP 521001
 - Certificate in Marketing, CIP 521401
 - Certificate in Sports Management, CIP 310504
 - Certificate in eSports Management, CIP 310504
 - Certificate in Graphic Design, CIP 500409
 - Certificate in Communication and Media Studies, CIP 090101
 - Certificate in Podcasting, CIP 090799
 - Certificate in Media Production, CIP 090199
 - Certificate in Actuarial Science, CIP 521304

E. Essex County College

- Terminate Certificate of Achievement in Nurse Paralegal CIP 22.9999
- Terminate Certificate in English as a Second Language CIP 23.9999
- Terminate Manufacturing Engineering Technology, CIP 15.0613
- Certificate of Achievement in Supply Chain Management and Logistics, CIP 52.0203

F. Hudson County Community College

- Initiation of Program Option in Public Health to Existing A.S. Health Services, CIP 51.2208

G. Monmouth University

- New Program Options

- New Graduate Program Option: Community-Law Enforcement Relations track in the M.A. in Criminal Justice, CIP 43.0104
- New Graduate Program Option: MEd in Special Education, Advanced Level Track, CIP 13.1001
- New Undergraduate Program Option: B.A. in Criminal Justice with Social Work
- New Undergraduate Program Option: B.S.W. with Criminal Justice, CIP 43.0104 and 44.0701
- Others
 - Shelve M.S. in Athletic Training, CIP 51.0913
 - Curriculum Changes in Most Undergraduate Degree Programs from 128 to 120 Credits

H. Montclair State University

- New Graduate Certificate Program in K12 Computer Science Teaching, CIP 13.1321
- New Graduate Certificate Program in Virtual Learning for Students with Disabilities, CIP 13.1099

I. New Jersey City University

- Master of Science Degree with a new track, School Nurse Specialization, CIP 51.3801; CIP 51.3817
- New Graduate Certificate in Personal Financial Education, CIP 13.13
- New Graduate Specialization: Master of Business Administration with Specialization in Supply Chain and Maritime Port Management, CIP 52.0203
- New Graduate Specialization: Master of Business Administration with specialization in Health Care Management, CIP 51.0701

J. New Jersey Institute of Technology

- Change of Classification of Instructional Code CIP_ for B.S. Forensic Science, old CIP 43.0106 to 43.0406
- Terminate M.S. in Mathematical and Computational Finance, CIP 27.0301
- Terminate M.S. in Pharmaceutical Bioprocessing, CIP 14.4301
- Terminate M.S. in International Business, CIP 52.1101
- Initiated Six Certificates
 - Graduate Certificate in UI/UX Digital Design Essentials, CIP 09.0702
 - Graduate Certificate in Foundations of Cybersecurity, CIP 11.1003
 - Graduate Certificate in Computer Science, CIP 11.0101
 - Graduate Certificate in Animation Essentials, CIP 10.0304
 - Graduate Certificate in Digital Arts Essentials, CIP 50.0102
 - Graduate Certificate in Game Design and Interactivity Essentials, CIP 50.0411

K. Ocean County College

- New Option A.A. in Liberal Arts, Photography Option, CIP 24.0101

L. Raritan Valley Community College

- New Certificate, Chemical Dependency Certificate, CIP 51.1501

M. Rider University

- Initiation of Program Option, Dual Master of Accountancy (MAcc)/Master of Science (MS) in Information Systems, CIP 52.0301 & 11.1003

N. Rowan University

- Nomenclature Changes
 - Nomenclature change from Master of Science in Data Analytics to Master of Science in Data Science, (CIP Code 30.7001, Data Science, General)
 - Nomenclature change from Bachelor of Science in Community Health to Bachelor of Science in Public Health & Wellness, (CIP Code 51.2201, Public Health)
- Initiation of Program Options
 - Minor in Publishing & Writing for the Public (CIP 09.1001; Publishing)
 - Concentration: Thomas N. Bantivoglio Honors Concentration with Distinction (CIP 00.0000; not applicable)
- Eleven New Certificate Offerings
 - Certificate of Undergraduate Study in Cannabinoid Chemistry (CIP 51.2005; Natural Products Chemistry and Pharmacognosy)
 - Certificate of Undergraduate Study in Information Systems (CIP 52.1201; Management Information Systems, General)
 - Certificate of Undergraduate Study in Supporting Mental Health and Social Emotional Development in Educational Settings (CIP 13.1101; Counselor Education)
 - Certificate of Graduate Study in Cybersecurity Principles (CIP 11.1003; Computer and Information Systems Security/Information Assurance)
 - Certificate of Graduate Study in Machine Learning (CIP 14.1001; Electrical, Electronics and Communications Engineering)
 - Certificate of Graduate Study in Administrative Science (CIP 52.1301; Management Science, General)
 - Certificate of Advanced Graduate Study in Supporting Mental Health and Social Emotional Development in Educational Settings (CIP 13.1101; Counselor Education)
 - Certificate of Undergraduate Study in Publishing and Writing for the Public (CIP 09.1001; Publishing)
 - Certificate of Undergraduate Study in Photonics (CIP 40.0807; Optics/Optical Sciences)
 - Certificate of Undergraduate Study in Paleoart and Visualization (CIP 40.0604; Paleontology)
 - Certificate of Undergraduate Study in Marine Sciences (CIP 30.3201; Marine Sciences)
- Five Accelerated Dual Degrees
 - Accelerated dual degree: Bachelor of Arts in Computing and Informatics and Master of Science in Bioinformatics (CIP 11.0104; Informatics and CIP 26.1103; Bioinformatics)

- Accelerated dual degree: Bachelor of Science in Computer Science and Master of Science in Bioinformatics (CIP 11.0701; Computer Science and CIP 26.1103; Bioinformatics)
- Accelerated dual degree: Bachelor of Arts in Disaster Preparedness and Emergency Management and Master of Science in Emergency and Threat Response Management (CIP 43.0302; Crisis/Emergency/Disaster Management and CIP 43.0302; Crisis/Emergency/Disaster Management)
- Accelerated dual degree: Bachelor of Arts in Geology and Master of Arts in STEM Education (CIP 13.1337; Earth Science Teacher Education and CIP 13.1337; Earth Science Teacher Education)
- Accelerated dual degree: Bachelor of Science in Community & Environmental Planning and Master of Science in Urban & Regional Planning (CIP 04.0301; City/Urban, Community and Regional Planning and CIP 04.0301; City/Urban, Community and Regional Planning)

O. Rutgers University-New Brunswick

- Initiated Eight New Certificates
 - Graduate Certificate in Public and Urban Informatics, CIP 52.1301
 - Graduate Certificate in Public Policy, CIP 44.0501
 - Graduate Certificate in Multi-Tiered Systems of Support, CIP 42.2805
 - Graduate Certificate in Educational Technology for Adult Education, CIP 13.0501
 - Graduate Certificate in Maker Education, CIP 13.0501
 - Graduate Certificate in Conflict Resolution and Negotiation, CIP 30.2801
 - Graduate Certificate in Additive Manufacturing, CIP 14.3601
 - Graduate Certificate in Manufacturing Informatics, CIP 14.3601
- Changes of Credit Requirements
 - The School of Management and Labor Relations offers the Master of Human Resource Management (M.H.R.M.) [CIP Code 52.1301] as a traditional on-campus classroom based 48-credit program, and as an online professional option that requires 36 credits. A new online professional option with the China Association of Labor Economics (CALE) will require 30 credits.
 - Total credit requirements for the existing Graduate Certificate in Applied Behavior Analysis [CIP Code 42.2814] offered by the Graduate School of Applied and Professional Psychology are being changed from 18 to 21 credits for the completion of seven three-credit courses, in order to meet the revised

requirements for Board Certification in Behavior Analysis.

P. Rutgers University-Newark

- Changes of Credit Requirements
 - Total credit requirements for the Ph.D. in Biology [CIP Code 26.0101] degree program offered by the Graduate School–Newark are being changed from 72 to 60. As a federated program with New Jersey Institute of Technology, Rutgers changing its research credits from 36 to 24 will correspond with the existing NJIT requirement for the program.
 - Total credit requirements for the Ph.D. in Public Administration [CIP Code 44.0401] degree program offered by the Graduate School–Newark are being changed from 72 to 60, with research credits changing from 24 to 12.
 - Total credit requirements for the Ph.D. in Urban Systems [CIP Code 45.9999] degree program offered by the Graduate School–Newark are being changed from 72 to 54. As a federated program with New Jersey Institute of Technology, Rutgers is changing its Global Urban Studies track course credits from 48 to 39 and research credits from 24 to 15.

Q. Sussex County Community College

- Four New Certificates
 - Optics Technology Certificate: Conventional, CIP 150612
 - Optics Technology Certificate: Metrology, CIP 150304
 - Optics Technology Certificate: CNC, CIP 150613
 - Massage Therapy Certificate, CIP 513501
- Five New Certificates of Achievement
 - Optics Technology Certificate of Achievement: Conventional, CIP 150612
 - Optics Technology Certificate of Achievement: Metrology, CIP 150304
 - Optics Technology Certificate of Achievement: CNC, CIP 150613
 - Personal Trainer Program Certificate of Achievement, CIP 310507
 - Sustainable Gardening Certificate of Achievement, CIP 010308
- A.A.S. Technical Studies New Option, Electrical Lineman Option, CIP 159999

R. The College of New Jersey

- Two New Certificates
 - Dual Certification in Early Childhood and Elementary Education, CIP 13.1206
 - Environmental Sustainability Education, CIP 13.9999

S. Thomas Edison State College

- Nomenclature change Graduate Certificate in Homeland Security CIP Code 52.0201 to Graduate Certificate in Counterterrorism CIP code 43.0304

- New Graduate Certificate in Homeland Security, CIP 52.0201
- Initiation of Program Options
 - Master of Science in Homeland Security Emergency Management Option, CIP 43.0302
 - Master of Science in Homeland Security Cybersecurity Option, CIP 43.0116
 - Master of Science in Homeland Security Counterterrorism Option, CIP 43.0304

T. William Paterson University

- Change degree designation and title of Communication Disorders Bachelor of Arts to Communication Disorders Bachelor of Science, CIP 51.0201
- Twenty-six new certificates
 - Creative Writing CIP 23.1302
 - Cultural Competence CIP 30.2301
 - Genealogy and Family History CIP 54.0199
 - Business Communications CIP 52.0201
 - Business Communications CIP 52.0201
 - Business Foundations CIP 52.0201
 - Business Analytics CIP 52.1301
 - Strategic Human Resource Management CIP 52.1001
 - Social Entrepreneurship CIP 52.0701
 - Financial Reporting and Analysis CIP 52.0399
 - Decision Making and Control CIP 52.0399
 - Bank Management CIP 52.0899
 - Investment Analysis CIP 52.0899
 - Private Wealth Management CIP 52.0899
 - Retirement and Estate Planning CIP 52.0899
 - Risk Management CIP 52.0899
 - International Risk Management CIP 52.0899
 - Corporate Finance CIP 52.0899
 - Digital Marketing CIP 52.1401 Strategic
 - Marketing CIP 52.1401
 - Marketing Research CIP 52.1401
 - Jazz Pedagogy CIP 50.0912
 - Orff Schulwerk CIP 50.0912
 - Director of School Counseling Services CIP 13.1101
 - Student Assistance Coordinator CIP 13.1101
 - Nursing Administration CIP 51.3802

VII. Old Business

A. Felician University

1. B.A. in Education and Behavior Analysis, CIP 13.1013 (originally on May 8 AIC Agenda)
First Reader: Marsha Pollard, Berkeley College

Second Reader: Jon Connolly, Sussex County Community College

*Marianne Vakalis reported for Berkeley College. She noted the program was resubmitted from the May 8, 2020 AIC meeting as it was determined the assessment plan was missing a course the consultant considered very important and recommended to be included. The course is now included in the comprehensive assessment plan. The second reason the program was initially returned was the number of credits did not add up to 120, but the credits now add up correctly with 50 in General Education, 30 in professional courses, 33 in major courses, and 7 additional credits in related courses. At the request of the AIC a Statement of No Objection letter from the acting President was included with the proposal. The proposal now meets all the suggestions and is well polished. The second reader, Dr. Connolly agreed with Marianne's summary, but noted a preference for more upfront context than was provided. He noted the need for an increasing professional disposition and having that in assessments is a good thing. Dr. Connolly recommended the proposal move forward to the Presidents' Council. The motion was carried.

B. Monmouth University

1. Master of Science in Data Science, CIP 30.7001 (originally on May 8 AIC Agenda)

First Reader: Basil Baltzis, New Jersey Institute of Technology

Second Reader: Jennifer Palmgren, The College of New Jersey

Dr. Baltzis stated the proposal was resubmitted from the May 8, 2020 AIC meeting as the institutional response to the consultant was missing. In response to the consultant's recommendation to change the program to a 12-15 month program, the institution stated there is no way the program can be done in two years as full time per semester is defined as someone who takes 9 credits. The recommendation by the consultant to specify TOEFL score and add a writing piece to the application was addressed by the institution, and the application has already been updated. The consultant report found the transfer policy is not specified to which the institution clarified where the information can be found. Dr. Baltzis found the responses from the institution adequate and motioned to move the proposal forward to the Presidents' Council. The second reader Dr. Osborn concurred with Dr. Baltzis and seconded the motion to move the proposal forward to the Presidents' Council. The motion was carried. Dr. Leahy recused.

C. Rowan University

1. Master of Arts in Holocaust & Genocide Education, CIP 30.2101 (originally on May 8 AIC Agenda)

First Reader: Jeff Toney, Kean University

Second Reader: Nurdan Aydin, New Jersey City University

Dr. Toney stated the proposal was resubmitted from the May 8, 2020 AIC meeting due to issues with the consultant report. The program document is the only program of its kind that focuses on Holocaust and genocide education. Students will be taught both a scholarly historical approach as well as pedagogy. The resubmitted consultant report very well addressed all the questions that were not addressed previously and reflects a high quality program. Dr. Toney motioned to move the proposal forward to the Presidents' Council. The second reader Dr. Aydin, concurred with Dr. Toney and

seconded the motion to move the proposal to the Presidents' Council. The motion was carried. Dr. Harvey recused.

D. Stockton University

1. Bachelor of Arts in Digital Studies, CIP 09.0702 (originally on May 8 AIC Agenda)

First Reader: Robert Schreyer, Mercer County Community College

Second Reader: Marsha Pollard, Berkeley College

The first reader was not present for the meeting. *Marianne Vakalis stated the proposal was resubmitted from the May 8, 2020 AIC. The resubmitted proposal now contains significant pages of appendices. The proposal includes information to support the institution's commitment to hire one faculty member when the program begins and hire more faculty as the program grows. Program assessments have been refined and significant information was provided to move the proposal forward. Dr. Henderson motioned to move the proposal forward to the Presidents' Council. The motion was carried.

VIII. New Business

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

October 9, 2020 10:00 a.m.

Zoom Meeting Link: <https://NJCU.zoom.us/j/98570131620?pwd=bnU5c1ptUk5wNmU3STZFNGtQWXZZUT09>

Meeting Id: 985 7013 1620, Passcode: sS&n7np7

MINUTES

I. Call to Order / Roll Call

Present by Zoom:

Sue Henderson, AIC Chair – NJCU

Nurdan Aydin – NJCU

Marsha Pollard – Berkeley College

Rafael Castilla – Eastwick College

Chris Capuano – Fairleigh Dickinson University

Joseph Marbach – Georgian Court University

Jeff Toney – Kean University

Linda Scherr – Middlesex County College

Willard Gingerich – Montclair University

Joanne Cote-Bonanno – Montclair University

Basil Baltzis – NJIT

Deborah Preston – Raritan Valley Community College

Roberta Harvey – Rowan University

James (Jim) Burkley – Rutgers University

Jennifer Palmgren – TCNJ

Jeffrey Osborn – TCNJ

Also present by Zoom:

Allison Samay – NJPC

Eric Taylor – Office of the Secretary of Higher Education

Guillermo de Veyga – NJCU

Jennifer Fitzgerald - NJCU

II. Approval of Minutes of the September 4, 2020 Meeting

Dr. Castilla moved for approval of the minutes of the September 4, 2020 meeting. The motion was seconded by Dr. Baltzis. Minutes were approved.

III. Report from the Chair

Dr. Henderson reported the Senate is considering a bill that would give the Office of Higher Education the ability to weigh in on programs after they have gone through the AIC and NJPC. The bill would clarify undo duplication and reasonable budget/cost, add the notion of quality as a standard, and add another set of standards for labor market demand. If the bill is passed the Office of Higher Education would have the authority to disapprove proposals from public institutions they flag for a problem.

IV.

New Programs

A. Camden County College

1. A.A.S. Data Science, CIP 30.7001

First Reader: Deborah Preston, Raritan Valley Community College

Second Reader: Jianping Wang, Mercer County Community College

Dr. Preston expressed the program is a brilliant idea as it is a much needed degree in today's workforce and in higher education. Objectives were appropriate and based on national models and consortia. One concern Dr. Preston and the consultant shared was the potential overstatement of transferability of the A.A.S. as the real advantage of the Lampitt Law is the with the A.S. and the A.A. Student learning outcomes are appropriate and clearly mapped with the institutional goals. In terms of the strategic plan the program fits within the mission and especially relates to their strategic goal number three which responds to the needs of the labor force. The need for the program is undisputed as there is clear growth in terms of the occupational outlook and there are currently no other data science programs in the community colleges in New Jersey. There is a sufficient number of students in STEM and in their current computer science programs to suggest that they'll be able to adequately populate a data science program. It was not completely clear how necessary technology resources would be paid for as the proposal mentions the use of Perkins funding, but Perkins funding isn't available until the program has been in existence for one year. The consultant was very qualified, but came from an in-state transfer institution that receives a high number of students from Camden Community College. A very positive consultant report was provided with few recommendations to which the college responded. Dr. Harvey noted the difficulty two year institutions have with finding out of state consultants, and the difficulty to find an in-state consultant that isn't a potential transfer institution. Dr. Marbach stated in such cases where an in-state consultant must be used it is best to use a consultant from an institution where the number of transfers is minimal. Dr. Preston recommended the proposal be moved forward to the Presidents' Council. The motion was carried.

Action: The AIC suggests caution be exhibited with in-state consultants and recommends using an in-state consultant from an institution as geographically far away as possible and/or where the number of transfers is minimal.

B. New Jersey Institute of Technology

1. B.S. in Financial Technology, CIP 30.7104

First Reader: Willard Gingerich, Montclair State University

Second Reader: Jim Burkley, Rutgers University

Dr. Gingerich stated the program will be accredited through the AACSB Accreditation of the Martin Tuchman School of Management at NJIT and will build on the resources of the current B.S. in Business concentration in Financial Technology. The assessment program is thorough and in accordance with all of the schools AACSB Accreditation protocols. The curriculum map covers both terrains of student learning outcomes listed. The projection of 200 students by year five seemed a bit ambitious. Dr. Gingerich noted

the program responds to Governor Murphy's interest in collaboration with fintech companies in India. It was a bit difficult to sort out the components of the 120 credits, but it was evident the consultant understood it completely. NJIT chose a very highly qualified consultant and the degree of detail and analysis that this brought to the program is extraordinary. There were three dates of virtual visits with the consultant. Though the consultant recommended many minor modifications, she thoroughly and completely recommended the program. Dr. Gingerich recommended the program for approval to move forward to the Presidents' Council. The second reader Mr. Burkley concurred with Dr. Gingerich and seconded the motion to move the program forward to the Presidents' Council. The motion was carried. Dr. Baltzis recused.

C. The College of New Jersey

1. B.A. in Anthropology, CIP 45.0201

First Reader: Basil Baltzis, New Jersey Institute of Technology

Second Reader: Rafael Castilla, Eastwick College

Dr. Baltzis stated the program is going to be a part of the effort of TCNJ to provide a rigorous liberal arts education. A very strong component of the program will be the signature experiences TCNJ has involving research, potential study abroad, and internships. A sound methodology is used to evaluate and assess student learning outcomes. If approved, the program will be the eighth B.A. in Anthropology among New Jersey universities and will take the place of the self-designed anthropology major TCNJ offers via their B.A. in Interdisciplinary studies. It was noted the credits result in a degree of 128 credits. The consultant was highly qualified and provided an extremely well written report after an in-person site visit. The consultant not only found the program meets all that is required to have a B.A. degree, but his review shows a path for the program to obtain national recognition. As an interesting approach, both the department and dean responded to the consultant's recommendations and in some cases differed in the responses given with a full explanation as to why. Dr. Baltzis noted the program is overall very sound and recommended it for approval to move forward to the Presidents' Council. The second reader Dr. Castilla noted the program is very interesting and seconded the motion to move the program forward to the Presidents' Council. The motion was carried. Dr. Osborn recused.

2. Post-baccalaureate Dual Certification Program with option to complete M.Ed. in Early Childhood and Elementary Education, CIP 13.1206

First Reader: Chris Capuano, Fairleigh Dickinson University

Second Reader: Roberta Harvey, Rowan University

Dr. Capuano stated this program combines two M.A.T. programs TCNJ already has into one program. The program is a total of 36 credits, but is the first of its kind in New Jersey as it will allow students to go for the certifications after completing just 27 credits. The program has CAEP accreditation, so learning outcomes assessment, student learning goals, and program goals are very detailed in the plan including rubrics. Further, the proposal is mapped nicely to the CAEP Standards for teacher preparation. Faculty and facilities are already in place due to the existing programs. Existing courses will be used and repackaged in a more expedient way. The consultant used was highly

qualified and only had two recommendations both of which TCNJ responded to. Dr. Capuano stated the program is a nice conversation and the proposal is very clean. He recommended the program for approval to move forward to the Presidents' Council. The second reader Dr. Harvey concurred with Dr. Capuano on all points and noted the program restructuring is also a response to the federal grant to expand preschool offerings in public school. Dr. Harvey seconded the motion to recommend the program move forward to the Presidents' Council. The motion was carried. Dr. Osborn recused.

V. For Your Information

A. Atlantic Cape Community College

- New Joint 1+1 offer with Camden County College, Health Information Technology A.A.S, CIP 51.0706

B. Camden County College

- New Certificate of Achievement in Industrial Maintenance Technology, CIP 47.0303

B. Eastwick College

- New Certificate in Patient Care Technician, CIP 51.3902

C. Fairleigh Dickinson University

- Three Nomenclature Changes:
 - Nomenclature change from B.A. in Sports Administration to B.A. in Sport Management, CIP 300000
 - Nomenclature change from Master in Sports Administration to Master in Sport Management, CIP 310504
 - Nomenclature change from Graduate Certificate in Sports Administration to Graduate Certificate in Sport Management, CIP 310508
- New Undergraduate Certificate in E-Sports Management, CIP 31.0504
- Six New Post-Secondary Certificates:
 - Certificate in Healthcare Management, CIP 510701
 - Certificate in Public Health Communication and Leadership, CIP 09.0905
 - Certificate in Communicating for Professional Success, CIP 09.9999
 - Certificate in Biotechnology, CIP 26.1201
 - Certificate in High School Athletic Director, CIP 31.0504
 - Certificate in Professional and Technical Writing, CIP 23.1303
- Termination of Paralegal Studies Program, CIP 22.0302

D. Rowan University

- Two Nomenclature Changes:
 - Nomenclature change from Minor in Data Analytics to Minor in Data Science (CIP 30.7001, Data Science, General)
 - Nomenclature change from Concentration in Data Analytics to Concentration in Data Science (CIP 30.7001, Data Science, General)
- New Certificate of Undergraduate Studies in Blockchain Applications in Business and Social Sciences (CIP 30.0000; Multi/Interdisciplinary Studies)

- Accelerated Dual Degree: Bachelor of Arts in Anthropology and Master of Arts in Diversity & Inclusion (CIP 45.0200; Anthropology; 30.2301; Intercultural/Multicultural and Diversity Studies)

VI. Old Business

A. Rider University

1. B.F.A. in Acting, CIP 50.0506 (previously submitted 9/4/2020)

First Reader: Roberta Harvey, Rowan University

Second Reader: Patrick Leahy, Monmouth University

Dr. Harvey stated the AIC previously requested a follow-up confirmation from the consultant given the lapse of time and some of the recommendations, and additionally requested a more detailed response to the consultant's feedback on two critical issues. There is now a side by side outline of the original and revised learning outcomes which demonstrates thoughtful and substantive improvements in response to the consultant's recommendations. The proposal now serves as an instructive example. The institution provided a detailed outline of several existing offices and resources, and also noted several more recent professional development initiatives at the intersection of well-being and the performing arts which showed they were very responsive to the consultant. The consultant wrote a brief follow-up in which she commended the revisions and the ongoing initiatives as noteworthy improvements. Dr. Harvey recommended the program for approval to move forward to the Presidents' Council. The motion was carried.

VII. New Business

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

November 6, 2020 10:00 a.m.

Zoom Link <https://NJCU.zoom.us/j/94595538864?pwd=Vjk3MTBECFNvTjJ2SngycWpPZ0Ztdz09>

Meeting ID: 945 9553 8864, Passcode: tPeK6sNj

MINUTES

I. Call to Order / Roll Call

Present by Zoom:

Sue Henderson, AIC Chair – NJCU

Nurdan Aydin – NJCU

Marsha Pollard – Berkeley College

David Stout – Brookdale Community College

Chris Capuano – Fairleigh Dickinson University

Joseph Marbach – Georgian Court University

Jeff Toney – Kean University

Robert Schreyer – Mercer County Community College

Patrick Leahy – Monmouth University

Willard Gingerich – Montclair University

Basil Baltzis – NJIT

Deborah Preston – Raritan Valley Community College

Roberta Harvey – Rowan University

James (Jim) Burkley – Rutgers University

Jennifer Palmgren – TCNJ

Jeffrey Osborn – TCNJ

Also present by Zoom:

Eric Taylor – Office of the Secretary of Higher Education

Guillermo de Veyga – NJCU

Jennifer Fitzgerald - NJCU

II. Approval of Minutes of the October 9, 2020 Meeting

Dr. Capuano moved for approval of the minutes of the October 9, 2020 meeting. The motion was seconded by Dr. Marbach. Minutes were approved.

III. Report from the Chair

Dr. Henderson reported Dr. Aydin and Dr. Harvey refined the AIC consultant selection criteria to help institutions eliminate conflict of interest. The committee agreed information clarifying the expectations of a consultant should be added to the criteria. The following group will work collaboratively on the additional update: Dr. Aydin, Dr. Harvey, Dr. Preston, and Dr. Capuano.

IV. New Programs

A. Pillar College

1. M.B.A. in Social Sector Management, CIP 52.0206

First Reader: Roberta Harvey, Rowan University

Second Reader: Mark McCormick, Middlesex County College

Dr. Harvey stated the new MBA program will join two other master's degree programs for which the institution was previously authorized to exceed mission. This new program is well aligned to the institutional mission. The institution intends to seek accreditation by the International Accreditation Council for Business Education (IACBE) and aligned the program objectives and learning outcomes to five of the eight IACBE key learning outcomes. The institution has also articulated the application of business management to the range of social sector professionals who would benefit from this credential, particularly within faith-based organizations and related service sectors. The program is based on a well thought out concept described as an "interdisciplinary and human-centric model in academic professional career development for experienced directors, managers, and administrators" and provides graduates with "opportunities for intellectual, social, personal, professional, and spiritual formation" and to "acquire business management skills, have high impact cross-cultural learning experiences, and [engage] in problem-based experiential learning." The institution appropriately sought commentary on the program as an MBA and chose someone with commensurate expertise and credentials. Several key issues are not addressed by the proposal nor clarified by the consultant's report and the institution's response:

- The learning outcomes plan is not mapped to the curriculum. Given that the program of study is specifically designed for the social sector and the curriculum has been designed to incorporate distinctive elements, it is critical for this to be clearly presented as well as validated by the consultant. The course descriptions provided appear to be catalog descriptions and do not readily align to the language of the learning outcomes.
- The assessment methods are generic and presented as online assessment activities and course feedback measures. The signature learning experiences in this program, the Professional Assessment and Seminar I and II and the Integrated Project-Based Capstone, are not discussed in the assessment plan.
- It is evident from the report that the consultant does not have a clear understanding of the program nor his role as a consultant. The report is loosely based on the AIC outline, does not respond to the specific questions in each area, and therefore has gaps. It is often cursory.
- The consultant does not comment on the appropriateness of the MBA credential nor the nomenclature (MBA in Social Sector Management). His comment in this vein is to observe that the program lacks the usual specialization options for an MBA, suggesting that he did not understand the objective of the program nor the intended student population. The consultant does not comment on the alignment of the objectives and outcomes to the IACBE outcomes.
- The comparisons to similar programs by the consultant are confusing. The consultant terms his comparisons "benchmarking" but the criteria metrics, and/or

characteristics of that benchmarking are unclear and the consultant does not comment on the fact that two of his comparison programs are Master of Public Administration programs. The consultant does not seem aware that the choice of an MBA over an MPA is meaningful.

- The consultant's recommendations often take the form of improvements to the proposal document, further suggesting lack of understanding of his role. Important information was not provided to him during the virtual site visit, such as the credentials of the faculty, admissions requirements, administrative structure, and information about facilities. These revisions were made to the document but the consultant did not conduct a follow up review.
- Some of the consultant's observations are simply off-target. He was unaware of the institution's two existing master's programs and advised the institution regarding services to be provided for the new graduate student population type. He states that "the online delivery possibility is not discussed anywhere in the document" and that it should be given the pandemic. In fact, the program is designed to be online with two in-residency components.
- The demand analysis and enrollment strategy are similarly confusing and no insights are offered by the consultant. The demand data presented are not from the sectors the program proposes to serve. It appears that Pillar is designing the program primarily for their community organization partners, who have indicated a desire for their leadership to acquire this credential, and for their own students and alumni of their undergraduate programs, who typically enter employment in this sector and/or in the community.

Via email on November 8, 2020, the second reader Dr. McCormick concurred with Dr. Harvey's analysis of the program and supported returning the proposal back to the institution.

Action: The AIC agreed that the proposal be returned to the institution to address the following:

1. Provide a curriculum map to show how the program is designed to deliver the intended learning outcomes and what students will do to demonstrate their achievement of the learning outcomes. Course-level assessments specific to the outcomes should be identified as appropriate. There should be a focus on the Professional Assessment and Seminar I and II and the Integrated Project-Based Capstone learning experiences, in which students reflect on, assess, synthesize, and apply their learning.
2. Provide to the consultant the information that was missing from the proposal on the credentials of the faculty, admissions requirements, administrative structure, and facilities supporting the online and in-residency components of the program and request a follow-up evaluation.
3. Request that the follow-up evaluation from the consultant also comment on the alignment of the proposed coursework to the International Accreditation Council for Business Education Key Learning Outcomes, the appropriateness of the proposed

program of study as an MBA, and the appropriateness of the Master of Business Administration credential as compared to the Master of Public Administration in terms of the program objectives.

4. Provide a brief response to the consultant's follow-up evaluation.

B. Sollers College

1. M.S. in Information Technology, CIP 11.0103

First Reader: Chris Capuano, Fairleigh Dickinson University

Second Reader: David Stout, Brookdale Community College

Dr. Capuano stated the program proposal is missing a great deal of information, beginning with information about the college itself. While the consultant has a lot of relevant professional experience, it does not appear that he has much experience teaching or administering graduate level programs in IT or related areas. The consultant reviewed the program and recommended approval without any recommendations. Although the consultant covered all elements in the AIC manual, much of his report was very brief, vague at times, and simply repeated the language in the AIC manual. In addition, there was no evidence of a site visit though the consultant references some elements of facilities in his report. The curriculum seems to be appropriate, but the college needs to substantiate more of the things noted in the proposal. The learning outcomes assessment plan was incomplete as it is not clear how any courses relate to the program outcomes, other than being listed in a table next to each program outcome. There doesn't appear to be any full time faculty as they state there will be three visiting faculty. It is unclear if the faculty are adjunct faculty or if any work full-time for the institution. It will be very difficult to deliver a 36 credit master's program with just three visiting faculty. It is unclear who will be directing the program as none of the three faculty were named as the director. It also is not clear if the students are going to be full-time, part-time, traditional, non-traditional, or working professionals. It appears that the program is built for full-time study only yet the consultant says the program can be modified to accommodate part-time students. This is not addressed in the College's response, and it's unclear how this would be possible given the course sequence provided. It seemed unusual that they have a minimum undergraduate GPA of 2.0 for admission to the program as most master's programs in NJ require a minimum undergraduate GPA of 3.0 or higher. The proposal mentions a library although students may not use it as they also refer to a third party vendor that provides online library resources. Dr. Capuano recommended the proposal not be forwarded to the Presidents' Council for consideration, but rather returned to the institution to be reworked. The second reader Dr. Stout concurred with Dr. Capuano and added there is no evidence of a real thorough analysis by the consultant. Additionally, the consultant report should be rejected as the background does not match what the standards for the program will be. Dr. Stout seconded the recommendation to send the proposal back to the institution to be reworked.

Action: The AIC agreed that the proposal be returned to the institution to address the following:

1. Have a new consultant evaluate the program and include a site visit.

2. Provide more detail around learning outcomes.
3. Provide clarity around faculty including who will lead the program.
4. Clarify targeted student population.
5. Clarify usage of competency-based education, which appears to apply to the proposed program.
6. Clarify whether students will use the library on campus, third party library resources, or both.

V. For Your Information

A. Berkeley University

- Two New Certificates
 - Electrocardiography Technician Training Program, CIP 51.0902
 - Phlebotomy Technician Training Program, CIP 51.1009

B. Felician University

- Name Change – **From** Felician University School of Business **To** Felician University School of Business and Information Sciences

C. Rutgers Biomedical and Health Sciences

- Change of Credit Requirements to the M.S. in Clinical Nutrition degree program, CIP 51.3102

D. Rutgers University – Newark and New Brunswick

- Six New Graduate Certificates
 - Graduate Certificate in Accounting and Information Systems, CIP 52.1301
 - Graduate Certificate in Finance and Economics, CIP 52.1301
 - Graduate Certificate in Management and Global Business, CIP 52.1301

 - Graduate Certificate in Management Science and Information Systems, CIP 52.1301
 - Graduate Certificate in Marketing, CIP 52.1301
 - Graduate Certificate in Supply Chain Management, CIP 52.1301

VI. New Business

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

December 4, 2020 10:00 a.m.

Zoom Link <https://NJCU.zoom.us/j/92927002793?pwd=MngzcUZYSXNsNmNib2FNQitFVThwZz09>

Meeting ID: 929 2700 2793, Passcode: KA!3Sx0&

MINUTES

I. Call to Order / Roll Call

Present by Zoom:

Sue Henderson, AIC Chair – NJCU

Nurdan Aydin – NJCU

Marsha Pollard – Berkeley College

Chris Capuano – Fairleigh Dickinson University

Joseph Marbach – Georgian Court University

Jeff Toney – Kean University

Robert Schreyer – Mercer County Community College

Mark McCormick – Middlesex County College

Rekha Datta – Monmouth University

Willard Gingerich – Montclair University

Deborah Preston – Raritan Valley Community College

Roberta Harvey – Rowan University

James (Jim) Burkley – Rutgers University

Jon Connolly – Sussex County Community College

Jennifer Palmgren – TCNJ

Jeffrey Osborn – TCNJ

Also present by Zoom:

Guillermo de Veyga – NJCU

Jennifer Fitzgerald - NJCU

II. Approval of Minutes of the November 6, 2020 Meeting

Dr. Toney moved for approval of the minutes of the November 6, 2020 meeting. The motion was seconded by Dr. Capuano. Minutes were approved.

III. Report from the Chair

IV. New Programs

A. Rowan College of South Jersey

1. A.A.S. in Advanced and Continuous Studies, CIP 24.0101

First Reader: Jon Connolly, Sussex County Community College

Second Reader: Marsha Pollard, Berkeley College

Dr. Connolly stated the objective should be more clearly articulated up front as it leaves the reader guessing. This is reasonably well done by the consultant's report, and should be a strong start for the actual proposal to use. Tables 1, 2, and 3 do not make obvious sense and confuses the reader in terms of credit hours. It is unclear if students will enroll in two associate degree programs simultaneously for two 60 credit hour programs. No duplication of classes is emphasized, but it is not clear how this will work. It would be helpful to take the reader through the financial aid morass as it is central to the need for this arrangement. It is unclear whether a 3+1 is generally applicable. The assessment plan is "generally ok", but not strong enough. Assessment verbs like "understand" are not performance-based, and yet these are *highly* applied programs. Further, the use of IDEA is more about the assessment of faculty and student experiences, not student learning that best defines quality. The connection to the strategic plan is cut-and paste without insight or context. Tables 11, 12, and 13 are also supposed to clarify things, but it is unlikely a student could make sense of them. The selection of the consultant is interesting given the consultant's area of expertise. It seems that this proposal will be substantially improved if there were two proposals: one for Nursing and one for Land Surveying. There should be a nursing expert and engineering land surveying expert reviewing two proposals rather than a psychologist. Dr. Connolly recommended the proposal not be forwarded to the Presidents' Council for consideration. The second reader Dr. Pollard concurred with Dr. Connolly and added the proposal is not written clearly. Information on available resources to support the program were in the consultant's report rather than in the proposal itself. There was a scant demonstration of program need. It was the consultant who provided the information that would lead us to surmise that there would be greater demand for a Bachelor's Degree in that area. Admissions criteria are not addressed in the proposal, but were in the consultant's report. Financial information and institutional costs was not provided. The curriculum map is confusing, as labs were denoted as four-credit courses, where based on the credit count, it seems more like this is lecture and lab. Further, the curriculum map didn't indicate which courses are the clinicals. The consultant asked for more detail on the outcomes mapping in Table 5 in terms of defining the artifacts that will be collected to address each outcome and how they will be scored (e.g. rubrics), and to clarify the assessment cycle timeline, which RCSJ said was updated, but that should be provided for review. Dr. Pollard seconded the recommendation to return the proposal back to the institution.

Action: The AIC agreed that the proposal be returned to the institution to address the following:

1. Consider splitting the proposal into two programs.
2. Have a new consultant(s) review the program(s).
3. Provide clarity on the purpose and need of the degree program.
4. Provide admissions criteria.
5. Provide financial and institutional cost information.
6. Include information regarding available resources to support the program
7. Provide a more detailed assessment and clarify assessment cycle timeline.

8. Provide more detail on the outcomes mapping.
9. Clarify all tables within the proposal.

V. For Your Information

A. Berkeley College

- Two New Certificate Training Programs:
 - Medical Administrative Assistant, CIP 51.0710
 - Medical Scribe, CIP 51.0708

B. Camden County College

- Termination of four degrees:
 - A.A.S. in Office Systems Technology, CIP 52.0401
 - A.A.S. in Hospitality Technology, CIP 52.0901
 - A.S. in Pre-Pharmacy, CIP 24.0101
 - A.A.S. in Photonics, CIP 15.0304
- Termination of five certificates:
 - Culinary Certificate, CIP 12.0503
 - Certificate in Multi-Skilled Technician, CIP 51.0899
 - Certificate in Nutrition Care Manager, CIP 51.3199
 - Certificate in Ophthalmic Medical Technician, CIP 51.1803
 - Certificate in ASL and English Interpreting, CIP 16.1603

C. New Jersey Institute of Technology

- New Graduate Certificate in IT Sales & Analytics, CIP 30.7102
- Change in Classification of Instructional Code for M.S. in Data Science **from** CIP 11.0401 **to** CIP 30.7001

D. Ocean County College

- New Certificate of Completion in Industrial Hygiene/Hazardous Materials Management, CIP 51.2206

E. Pillar College

- Two New Program Options (concentrations) for its B.A. in Business Administration
 - B.A. in Business Administration, Project Management Concentration, CIP 52.0299
 - B.A. in Business Administration, Supply Chain Management Concentration, CIP 52.0299

F. Rider University

- Change in Nomenclature **from** “Radio Minor” **to** “Radio/Podcast Minor”, CIP 09.0799

G. Sussex County Community College

- New Certificate, Welding Technology, CIP 15.0614
- New Certificate of Achievement, Welding Technology, CIP 24.0102

H. Thomas Edison State University

- Nomenclature change **from** “Undergraduate Certificate in Fitness and Wellness” CIP 52.0201 **to** “Undergraduate Certificate in Health and Wellness”, CIP 31.0403
- Three New Undergraduate Certificates:
 - Certificate in Communications, CIP 09.0100

- Certificate in Criminal Justice, CIP 43.0103
- Certificate in Psychology, CIP 42.0101

VI. New Business

A. AIC Manual Revisions

- External Consultant Guidelines were recently edited and revised. The committee agrees further clarification should be made before it is sent to the Presidents' Council. Dr. Harvey will refine the guidelines more and send to the committee prior to the next meeting.

B. 3+1 Degree Programs

- Dr. Aydin, Dr. Harvey, and Dr. Connolly will collectively refine the 3+1 degree program criteria. Additionally, Dr. McCormick recommended Dr. Linda Scherr, the V.P. of Academic Affairs at Middlesex County College, to assist in the process.

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

January 8, 2021 10:00 a.m.

Zoom Link <https://NJCU.zoom.us/j/9335464426?pwd=QXZNN0laUUF4VGFiVHFLYWpMeFlzZz09>

Meeting ID: 933 5464 4426, Passcode: 05778965

MINUTES

I. Call to Order / Roll Call

Present by Zoom:

Sue Henderson, AIC Chair – NJCU

Nurdan Aydin – NJCU

Marsha Pollard – Berkeley College

David Stout – Brookdale Community College

Rafael Castilla – Eastwick College

Chris Capuano – Fairleigh Dickinson University

Joseph Marbach – Georgian Court University

Jeff Toney – Kean University

Robert Schreyer – Mercer County Community College

Linda Scherr – Middlesex County College

Rekha Datta – Monmouth University

Willard Gingerich – Montclair University

Joanne Cote-Bonanno – Montclair University

Basil Baltzis - NJIT

Deborah Preston – Raritan Valley Community College

Roberta Harvey – Rowan University

James (Jim) Burkley – Rutgers University

Jon Connolly – Sussex County Community College

Jennifer Palmgren – TCNJ

Jeffrey Osborn – TCNJ

Also present by Zoom:

Jennifer Fitzgerald – NJCU

Allison Samay – NJPC

Eric Taylor – Office of the Secretary of Higher Ed.

II. Approval of Minutes of the December 4, 2020 Meeting

Dr. Connolly moved for approval of the minutes of the December 4, 2020 meeting. The motion was seconded by Dr. Toney. Minutes were approved. Dr. Stout, Dr. Baltzis, and Dr. Castilla recused.

III. Report from the Chair

A. Quorum

The AIC manual does not indicate what a quorum is, but attendance is generally high at each meeting.

B. Representation on the AIC By Sector

The Presidents' Council allows provosts to represent an institution on the AIC. The AIC mimics the same balance the Presidents' Council maintains between sectors. Both committees try to have representatives from: four to five community colleges, three state colleges/universities, two to three independent institutions, and one from a proprietary institution. Going forward one president from each sector should attend the AIC meetings.

IV. New Programs

A. Berkeley College

1. M.S. in Nursing, CIP 51.3801

First Reader: Roberta Harvey, Rowan University

Second Reader: Rafael Castilla, Eastwick College

Dr. Harvey stated the proposal is extremely detailed and exhibits an exceptional level of due diligence. The institution will seek Commission on Collegiate Nursing Education (CCNE) accreditation for the program. Standard components are adequate in terms of program objectives, design, and assessment of the educational program. The consultant is appropriately qualified and provided a substantive report to which the institution responded. The consultant affirms alignment to the accreditation expectations and the College's strategic plan. Employment demand analysis is extensive and provides recent data projecting an exponential expansion of demand for nurses holding advanced credentialing. The degree program has two specialization tracks directly related to the demand and emerging trends. There were five letters of support and two letters of objections. One letter of objection suggests an expansion on the proposal. The second letter of objection states the program is duplicative to which the College responded highlighting its unique LPN to BSN pathway. Program objectives are informed by The Essentials of Master's Education in Nursing. Learning outcomes assessment plans are lengthy and a detailed mapping of program learning objectives to the essentials of nursing is provided. Dr. Harvey recommends the proposal for approval to move forward to the Presidents' Council. The second reader Dr. Castilla concurred with Dr. Harvey and added it is an excellent program that will give long term opportunities to many underserved students. Dr. Castilla seconded the recommendation to move the proposal forward to the Presidents' Council. The motion was carried. Dr. Pollard recused.

B. William Paterson University

1. B.A. in Community Development and Social Justice, CIP 44.0201

First Reader: Jeffrey Osborn, The College of New Jersey

Second Reader: Rekha Datta, Monmouth University

Dr. Osborn stated this would be the only standalone program of this type in the state of New Jersey. The program fits within the mission of the institution. The institution does not plan to seek separate accreditation for the program. The consultant was highly qualified and wrote an enthusiastic report recommending approval for the program. The consultant considers the program objectives to be appropriate for today's social and educational environments. The consultant did not have the detailed evaluation plan available to him, but cited the core competency design balances academic rigor and

curricular flexibility. A learning outcomes assessment plan is provided as well as a detailed curriculum map. There will be an ongoing cycle of assessment. After the initial assessment cycle, the program will follow the department's regular program review cycle. Program review will include both course and program level assessments that will include both direct and indirect measures. The proposal is consistent with the institution's strategic plan. Although minimal additional resources would be required due to the use of existing faculty forces, the consultant noted the institution would benefit from broadening the diversity of the faculty at the institution and in this potential program. The institution responded to and concurred with the consultant's main recommendations. Dr. Osborn recommends the proposal for approval to move forward to the Presidents' Council. The second reader Dr. Datta concurred with Dr. Osborn and added the program is very timely. Dr. Datta seconded the recommendation to move the proposal forward to the Presidents' Council. The motion was carried.

2. B.A. in Ethics, CIP 38.0104

First Reader: Willard Gingerich, Montclair State University

Second Reader: Deborah Preston, Raritan Valley Community College

Dr. Gingerich stated the program provides both academic and practical skills, and is designed to be a standalone or a second major. The consultant is well qualified and presented a very thorough report that was thoughtful and researched. Additionally, it appears the consultant worked closely with the department to make suggestions and recommendations. Comprehensive program objectives are clearly stated and were adjusted to reflect the minor wording changes suggested by the consultant. Most curricular modifications recommended by the consultant were incorporated into strengthening of the course mapping. The program is consistent in every regard with the mission of the institution and speaks to its core values. The proposal does not present market demand data, but the consultant affirms the expectations of the department and points out employment opportunities are possible. Assessment of learning outcomes lacks details and refers very frequently to the use of rubrics, but a sample rubric was not provided. Dr. Gingerich recommends the proposal for approval to move forward to the Presidents' Council and suggests sending recommendations to the institution. The second reader Dr. Preston concurred with Dr. Gingerich and added mapping appears to be missing. There are two areas that are not apparent in how they meet the outcomes. Lack of how the program and course outcomes align leave one to question if everything is being met. Dr. Preston seconded the recommendation to move the proposal forward to the Presidents' Council. The motion was carried.

Action: The AIC *recommends* the following:

1. A more robust description of the learning outcomes assessment plan.
 2. Clarify how all rubrics will operate.
 3. Ensure all courses are clearly mapped to Ethics.
3. B.A. in Leadership & Professional Studies, CIP 30.9999
- First Reader: James Burkley, Rutgers University
- Second Reader: Jon Connolly, Sussex County Community College

Mr. Burkley summarized the proposal as a flexible program designed to provide returning adult learners the opportunity to build upon prior academic professional learning through a program of study. Students will have the opportunity to demonstrate understanding of skills and competency through completion of courses and prior learning assessment options. Students will receive admissions and advisement support opportunities for prior learning assessment portfolio review and a robust assessment of credit equivalency options. The consultant was well qualified and provided a thorough report. All consultant recommendations were embraced and addressed by the institution. The proposal makes a general reference to other similar programs, but noticeably did not list several established similar programs. The second reader, Dr. Connolly concurred with Mr. Burkley's summary and added the program is not unnecessarily duplicative. There is a rubric assessment of learning projects, but the assessment plan is overall lacking in terms of detail. The assessment plan does not explain how learning outcomes will be measured and assessed. Additionally, there is no information that details how prior learning assessment will be measured. It would benefit the institution greatly if they refer themselves to Appendix K in the Academic Issues Committee Manual for detailed information concerning the AIC's expectations for assessment plans when redrafting the assessment plan and curriculum map. It would be best for them to lay out the Institutional Student Learning outcomes expected of all graduates, then how this connects to the Program's Learning Outcomes, and then the Learning Outcomes at the course level and how they map to the Program Outcomes. Providing an exemplar of the rubrics they intend on using would be very useful to the proposal. Detail around assessing the portfolios is also called for since the portfolios play such a significant role. The AIC can only evaluate what the authors provide so it is imperative the institution show us what they intend to do to engage in this all-important process of formative -and-continuous quality improvement. Both Mr. Burkley and Dr. Connolly recommended the proposal not be forwarded to the Presidents' Council and be returned to the institution.

Action: The AIC agreed that the proposal be returned to the institution to address the following:

1. Provide a more thorough and detailed assessment plan.
2. Detail how portfolios will be assessed.
3. Provide an exemplar of rubrics that will be used.

V. Other Action Items

A. **Fairleigh Dickinson University**

1. B.A. in Hospitality & Tourism Innovation and Excellence, CIP 52.09999

First Reader: Jeff Toney, Kean University

Second Reader: Nurdan Aydin, New Jersey City University

Dr. Toney stated he found it appropriate the institution asked for a waiver for no consultant necessary since this is a conversion. While the institution mentions how many students are in the existing option, it does not really respond to the need for this program. A market analysis was not provided. Although similar programs in the state are

listed there is no real comparison of the program. There is only a general statement regarding program resources. Neither a real assessment of faculty needs nor the expertise was provided. Dr. Toney recommends the proposal for approval to move forward to the Presidents' Council pending the institution provides updated information to address the areas of concern. The second reader Dr. Aydin concurred with Dr. Toney and noted the name of the program is listed two different ways within the proposal. Though a small amount of enrollment information was listed within the student outreach section, the enrollment plan needs much more detail and clarification. Dr. Aydin seconded the recommendation to move the proposal forward to the Presidents' Council. The motion was carried. Dr. Capuano recused.

ACTION: The AIC would like the following additional information:

1. Clarify whether title of degree program is Hospitality & Tourism Excellence and Innovation or Hospitality & Tourism Innovation and Excellence.
2. Provide a demand analysis.
3. Clarify the enrollment plan.
4. Provide assessment of faculty resources and expertise.

Please provide the requested information to the AIC by January 14, 2021.

B. Rutgers University – Camden

1. Conversion of Option to Full Program: M.B.S in Business and Science, Computer and Information Sciences Option to M.B.S. in Computer and Information Sciences, CIP 11.0199

First Reader: Basil Baltzis, New Jersey Institute Technology

Second Reader: David Stout, Brookdale Community College

Dr. Baltzis stated the proposal is very well written. The idea of this program is to educate professionals in the essential skills that are relevant to managing cross disciplinary technology base themes especially those in an industrial or corporate setting. There is a very compact and accurate mapping between program objectives, student outcomes, and courses. The institution takes an interesting approach to assessment by evaluating students on projects and providing intervention advisement on both a monthly basis and in the middle of the term depending on the performance of the student. Correspondence between the grades and the rubric used to make sure the outcomes are being reached appears to be lacking. Expected enrollment is very small, but this is not unusual for this type of professional masters. Current students will be given the option to either obtain the new degree or the original degree indicating the Computer and Information Science as an option. Dr. Baltzis recommends the proposal for approval to move forward to the Presidents' Council. The second reader Dr. Stout concurred with Dr. Baltzis and seconded the recommendation to move the proposal forward to the Presidents' Council. The motion was carried. Mr. Burkley recused.

VI. For Your Information

A. Brookdale Community College

- Degree destination change **from** Health Science Option, Social Science A.A. **to** Health Science Option, Social Science A.S., CIP 45.0101
 - New Certificate of Achievement in Women’s and Gender Studies, CIP 24.0101
 - New Program Option, Data Science Option in the Mathematics/Science A.S., CIP 30.9999
- B. County College of Morris**
- New Certificate of Achievement in Data Analytics, CIP 30.7101
- C. Fairleigh Dickinson University**
- Nomenclature change **from** Master of Science in Hospitality Management **to** Master in Hospitality Management Studies, CIP 52.0901
- D. Hudson County Community College**
- New Certificate in Culinary Business Innovation, CIP 12.0500
- E. Kean University**
- Degree Designation Change **from** B.A. in Economics **to** B.S. in Economics, CIP 45.0601
- F. Rowan University**
- New Certificate of Undergraduate Study in Global Climate Change, CIP 40.0601
 - New Certificate of Undergraduate Study in Product Development, CIP 14.3601
 - New Certificate in the Anatomical Sciences, 26.04
 - Termination of Certificate of Graduate Study in Engineering for Educators, CIP 13.1309
 - New Program Option, Concentration in eSports within the Bachelor of Arts in Sports Communication & Media, CIP 09.0906
 - Nomenclature change **from** Minor in in Community Health **to** Minor in Public Health & Wellness, CIP 512201
- G. Rutgers Biomedical and Health Sciences**
- Degree Designation Change and Nomenclature Change **from** Ph.D. in Biomedical Informatics **to** Doctor of Health Informatics, CIP 51.2706
 - Post-Master’s Certificate in Pediatric Acute Care Nurse Practitioner, CIP 51.3809
 - Graduate Certificate in Population Aging, CIP 51.2299
- H. Rutgers University – Camden**
- Graduate Certificate in Modern Financial Technologies, CIP 52.1399
- I. Rutgers University – Newark**
- CIP Code change, B.S. in Management Information Systems **From** CIP 52.1201 **To** CIP 52.1301
 - Change of credit requirements for M.S. in Global Affairs, CIP 45.0901
- J. Rutgers University – Newark and New Brunswick**
- Change of credit requirements for M.S. in Digital Marketing, CIP 52.0208
- K. Rutgers University – New Brunswick**
- CIP Code change, Master of Human Resource Management **From** CIP 52.1001 **To** CIP 52.1301

VII. Old Business

A. AIC Manual Update

1. External Consultant Guidelines

The External Consultant Guidelines were refined more. The committee agreed to make a few additional adjustments and send the final version to the Presidents' Council for approval. Motion was carried.

2. 3 + 1 Program Proposal and Evaluation Criteria

Designated members of the AIC will meet to review the criteria, and both simplify and categorize problems.

VIII. New Business

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

February 12, 2021 10:00 a.m.

Zoom Link <https://NJCU.zoom.us/j/98885049241?pwd=MzkzdHdzaEVrcVhZWGk1MHZJZTRXZz09>

Meeting ID: 988 8504 9241, Passcode: 98365260

MINUTES

I. Call to Order / Roll Call

Present by Zoom:

Sue Henderson, AIC Chair – NJCU

Nurdan Aydin – NJCU

Marsha Pollard – Berkeley College

Matt Reed – Brookdale Community College

Rafael Castilla – Eastwick College

Chris Capuano – Fairleigh Dickinson University

Jeff Toney – Kean University

Robert Schreyer – Mercer County Community College

Linda Scherr – Middlesex County College

Rekha Datta – Monmouth University

Joanne Cote-Bonanno – Montclair University

Basil Baltzis - NJIT

Deborah Preston – Raritan Valley Community College

Roberta Harvey – Rowan University

Jon Connolly – Sussex County Community College

Jennifer Palmgren – TCNJ

Jeffrey Osborn – TCNJ

Also present by Zoom:

Jennifer Fitzgerald – NJCU

Allison Samay – NJPC

Eric Taylor – Office of the Secretary of Higher Ed.

II. Approval of Minutes of the January 8, 2021 Meeting

Dr. Baltzis moved for approval of the minutes of the January 8, 2021 meeting. The motion was seconded by Dr. Capuano. Minutes were approved.

III. Report from the Chair

A. Effective Date for AIC Manual Changes

Changes made to the AIC Manual are applied to the next academic year which starts in September. Any proposals submitted after August should follow the updated regulations in the handbook.

B. Representation on the AIC By Sector

The following group will draft a document that would clarify representation on the AIC by sector to be inserted into the AIC Manual: Dr. Henderson, Dr. Capuano, Dr. Castilla, and Dr. Preston. The AIC will review the draft at the next meeting.

C. 3+1 Program Proposal Guidelines

The subcommittee is finalizing the 3+1 Program Proposal Guidelines and will send them to the AIC for review prior to the next meeting. The AIC should send all suggested edits to the guidelines back to the subcommittee prior to the next meeting.

IV.

Other Action Items

A. International Union of Operation Engineers Local 825

1. Petition for Initial Licensure

[https://www.state.nj.us/highereducation/higheddocs/IUOE-825_petition_2019.pdf](https://www.state.nj.us/highereducation/highedddocs/IUOE-825_petition_2019.pdf)

password: 2019%purpLe

First Reader: Rafael Castilla, Eastwick College

Second Reader: Deborah Preston, Raritan Valley Community College

Dr. Castilla stated the proposal is very comprehensive. The Union became accredited on the national level by the Council on the Occupational Education and is seeking licensure to offer an A.S. in Technical Studies. New Jersey Council of County Colleges sent a letter of objection which stated historically all 18 community colleges offer the same degree, therefore the program would be duplicative. The Council on Occupational Education welcomed the opportunity to partner with the union to offer an associate degree that would be integrated with current apprenticeship programs giving union members the opportunity to earn an associate degree from a community college. The consultant was highly qualified and conducted a site visit in January 2020. The Union appropriately addressed the consultant's concerns such as identifying a Chief Executive Officer and Dean of Higher Learning in response to the concern about lack of experience in college academics. Thus the consultant recommended an initial licensure of three years. The second reader Dr. Preston stated the program is duplicative. There is no intention of seeking an accreditation by the Middle States Commission on Higher Education which would result in limited transferability to other institutions of higher learning. Noted problems in the area of compliance are: there are not enough general education credits as legislated by the state; the program is well over the 60 credits with no indication as to why; and a metric for credit hour equivalency was not provided. Noted problems in the area of organization are: it is unclear if the Academic Advisory Board currently exists; it is unclear who is in charge of academic integrity; and the organizational chart differs from what is outlined in the report. Noted problems in the area of expertise are: lack of knowledge for the need of transcripts; an understanding of the difference between an associate degree and baccalaureate degree; an understanding of what an academic library entails; and an understanding of the need for a plan for remediation of non-college ready students. Dr. Preston concluded the proposal is not compliant with standards in New Jersey and should be rejected. The AIC voted to reject the proposal and send the no vote decision to the Presidents' Council. Dr. Castilla objected. Both readers will provide the AIC a full report on their position.

V.

For Your Information

A. Berkeley College

- New Graphic Design Certificate, CIP 50.0409
- New Game Design Certificate, CIP 50.0411

B. Caldwell University

- Two Degree Destination Changes:
 - Degree destination change **from** Bachelor of Arts in Biology **to** Bachelor of Science in Biology, CIP 26.0101
 - Degree destination change **from** Bachelor of Arts in Chemistry **to** Bachelor of Science in Chemistry, CIP 40.0501
- Two New Post-baccalaureate Certificates:
 - Post-baccalaureate Certificate in Supply Chain Management, CIP 52.0203
 - Post-baccalaureate Certificate in Business Administration, CIP 52.0201
- New Post-secondary Certificate in Podcasting, CIP 09.0799

C. Montclair State University

- Two New Certificates:
 - New Certificate of Entrepreneurship, CIP 52.0701
 - New Certificate in Innovation Design, 52.0701

D. New Jersey Institute of Technology

- Four New Graduate Certificates:
 - Graduate Certificate in Marketing, CIP 52.0299
 - Graduate Certificate in Innovation and Entrepreneurship, CIP 52.0299
 - Graduate Certificate in Mini-MBA, CIP 52.0299
 - Graduate Certificate in Management of Information Systems, CIP 52.1301

E. Sussex County Community College

- New Certificate of Achievement in Strength Coach, CIP 24.0102
- New Program Option, Fashion Merchandising Option in the A.F.A. in Studio Arts, CIP 50.0702

VI.

Old Business

A. Pillar College

1. M.B.A. in Social Sector Management, CIP 52.0206 (previously submitted on 11/6/2020)
First Reader: Roberta Harvey, Rowan University
Second Reader: Mark McCormick, Middlesex County College
Dr. Harvey stated the institution and consultant both convincingly address the question regarding the appropriateness of the degree program. The professional assessment, seminars, and integrated project based capstone are substantively addressed in the revised learning outcomes assessment plan to which the consultant noted strengthened the proposal and design of the program. Missing information on the program faculty and supporting infrastructure were provided and affirmed by the consultant. The consultant's review of the additional information and clarification offered by the consultant meets the confidence level required by the committee. Dr. Harvey recommended the proposal

move forward to the Presidents' Council. Dr. Harvey read the second reader Dr. Scherr's report on the resubmitted proposal. Dr. Scherr's report stated she reviewed the learning outcomes assessment plan in detail and seconded the motion to move the proposal forward to the Presidents' Council. The motion was carried.

B. William Paterson University

1. B.A. in Leadership & Professional Studies, CIP 30.9999 (previously submitted on 1/8/2021)

First Reader: James Burkley, Rutgers University

Second Reader: Jon Connolly, Sussex County Community College

Dr. Henderson read Mr. Burkley's report of the resubmitted program. Mr. Burkley believes all missing information requested was received including a more thorough and detailed assessment plan. The proposal details how portfolios will be assessed and an exemplar of rubrics that will be used. Mr. Burkley recommended the proposal move forward to the Presidents' Council. The second reader Dr. Connolly concurred with Mr. Burkley and stated the program now meets the standards as all evidence is included in the proposal. Dr. Connolly seconded the motion to move the proposal forward to the Presidents' Council. The motion was carried.

VII. New Business

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

April 9, 2021 10:00 a.m.

Zoom Link <https://NJCU.zoom.us/j/92494570669?pwd=Z0hob2hQNXPdNzJyc0NrNzREMjJRUT09>

Meeting ID: 924 9457 0669, Passcode: 39653965

MINUTES

I. Call to Order / Roll Call

Present by Zoom:

Sue Henderson, AIC Chair – NJCU

Nurdan Aydin – NJCU

Marianne Vakalis – Berkeley College

David Stout – Brookdale Community College

Rafael Castilla – Eastwick College

Joseph Marbach – Georgian Court University

Jeff Toney – Kean University

Robert Schreyer – Mercer County Community College

Rekha Datta – Monmouth University

Joanne Cote-Bonanno – Montclair University

Basil Baltzis - NJIT

Deborah Preston – Raritan Valley Community College

Roberta Harvey – Rowan University

James (Jim) Burkley – Rutgers University

Jon Connolly – Sussex County Community College

Jennifer Palmgren – TCNJ

Jeffrey Osborn – TCNJ

Also present by Zoom:

Jennifer Fitzgerald – NJCU

Allison Samay – NJPC

II. Approval of Minutes of the February 12, 2021 Meeting

Dr. Baltzis moved for approval of the minutes of the February 12, 2021 meeting. The motion was seconded by Dr. Stout. Minutes were approved. Mr. Berkeley abstained.

III. Report from the Chair

A subcommittee of the New Jersey Presidents' Council (NJPC) is finalizing new regulations on recent legislation. A draft of the new regulations will be presented at the next NJPC Executive Committee meeting. The AIC will explore holding an additional meeting in July to give institutions an opportunity to submit all programs already in the pipeline before new regulations take effect in September 2021.

IV.

New Programs

A. Berkeley College

1. B.F.A. in 3D Digital Visualization, CIP 50.0401 or 50.0102

First Reader: Rekha Datta, Monmouth University

Second Reader: Rafael Castilla, Eastwick College

Dr. Datta stated the program will attract additional full time and part time faculty members with real world experience in this field of study as well as generate new opportunities for further collaboration with external partners. The program does not exceed mission and compliments the institution's current offerings. A thorough market analysis and demand study were provided. All data that was presented point to a robust demand and strong enrollment probability. Included in the proposal are several no-objections letters. The proposal contains a carefully laid out rubric and core sequencing to guide the programmatic assessment and review. The program is within the overall college assessment plans which is systemic and comprehensive. Student learning outcomes are evaluated carefully and quantitatively. The consultant is well credentialed and presented a detailed report which met all AIC expectations. All recommendations made by the consultant were addressed by the institution adequately. Dr. Datta found the proposal to be well written and recommended it for approval to move forward to the Presidents' Council. The second reader Dr. Castilla concurred with Dr. Datta and added the institution was very responsive to all recommendations. Dr. Castilla seconded the recommendation to move the proposal forward to the Presidents' Council. The motion was carried. Dr. Vakalis recused.

B. Eastwick College

1. A.A.S. in Paraprofessional Studies, Elementary Education, CIP 13.1501

First Reader: Joseph Marbach, Georgian Court University

Second Reader: David Stout, Brookdale Community College

Dr. Marbach stated the proposal is for a very specific program designed for the Orthodox community in Lakewood, NJ. Objectives are sound and clearly stated. Student learning outcomes are adequately articulated. There is a program review process in place that occurs quarterly, and then an annual report will be developed along with follow a follow up to develop the next set of quarterly goals for the program based on the current results. The program clearly fits within the institutional mission. Educational goals as well as the demand analysis are very convincing given the unique population of Lakewood, NJ. Learning outcomes identified are measurable. The program is very rigorous in terms of the resources to staff and provided services to the program. The institution pledged to provide sufficient resources which will be dedicated to the program. Budget information was not available, but the enrollment plan seems reasonable. Outreach was not articulated and could present a challenge in the future. Adequate facilities will be provided. Faculty will be credentialed and will be adequate upon arrival. Though the consultant does not have a terminal degree, they were qualified given the type of program this is. The consultant provided a thorough report to which the institution responded to appropriately. This is a strong program that is needed to meet the needs of a particular community. Dr. Marbach recommended the proposal for

approval to move forward to the Presidents' Council. The second reader Dr. Stout concurred with Dr. Marbach and added he also does not object to the consultant not having a terminal degree. Dr. Stout seconded the recommendation to move the proposal forward to the Presidents' Council. The motion was carried. Dr. Castilla recused.

C. **New Jersey City University**

1. B.S in Biochemistry, CIP 26.0202

First Reader: Basil Baltzis, New Jersey Institute of Technology

Second Reader: Deborah Preston, Raritan Valley Community College

Dr. Baltzis stated the institution's faculty and administration realized there is a significant rise in the job outlook in the area of biochemistry. The program aligns with American Society of Biochemistry and Molecular Biology standards. Although the cover page mentions the institution will not seek accreditation the proposal mentions they will seek accreditation five years after initiation of the program. A unique feature of the program is it includes one program outcome that has to do with data science literacy with the understanding that the area of biochemistry is influenced by the notion of a large amount of data. Students will be encouraged to participate in research and internships so that they have hands on experience. The curriculum map is extremely good and indicates the connection between program goals and student learning outcomes. Additionally, the map indicates in what courses outcomes will be taught. The program assessment is very specific and detailed. The program aligns well with the institution's strategic plan. Despite the fact that there are a number of programs in the state their uniqueness arises from the fact that they focus on serving the diverse population of the Jersey City and New York areas they have pretty well established standards so that students remain in the program. Market demand and analysis were sufficient. Enrollment is reasonable and facilities are very impressive. The consultant is extremely qualified and provided a thorough report which included recommendations based on their meeting with student. Responses to the consultant recommendations were adequate. Dr. Castilla recommended the proposal for approval to move forward to the Presidents' Council. The second reader Dr. Preston concurred with Dr. Baltzis stating there were several areas of strength in the proposal. Dr. Preston seconded the recommendation to move the proposal forward to the Presidents' Council. The motion was carried. Dr. Henderson and Dr. Aydin recused.

2. M.S. in Business Information Systems, CIP 11.0103; 11.0401; 52.1399

First Reader: James Burkley, Rutgers University

Second Reader: Robert Schreyer, Mercer County Community College

Mr. Burkley stated the proposal lists three CIP codes, but the state offices only permit one code per degree program. There are no articulation agreements with other institutions, but the consultant suggested one in the future. There is no accreditation for the program, although the school itself has accreditation. The program is designed to be a bridge between business and technology, as opposed to a pure computer science program. The evaluation and learning outcomes assessment plan are comprehensive. Learning outcomes are aligned with those specified by ABET. The curriculum alignment is detailed and shows courses aligned with each learning outcome. Learning

outcomes will be assessed using a variety of direct and indirect assessment methods. Needs are well documented with bureau of Labor statistics estimates and the market demand in the region of New York City and New Jersey. The program is not unduly duplicative. No additional faculty needs are anticipated for the first year, but one full time faculty will be hired in year two and every year for the program subject to the program meeting the enrollment projections. The consultant is very well qualified and provided a strong enthusiastic report. Mr. Burkley recommended the proposal for approval to move forward to the Presidents' Council. The second reader Dr. Schreyer concurred with Mr. Burkley and stated he found the proposal to be very well written and in line with the goals of the institution. Dr. Scheyer seconded the recommendation to move the proposal forward to the Presidents' Council. The motion was carried. Dr. Henderson and Dr. Aydin recused.

D. New Jersey Institute of Technology

1. B.S. in Data Science, CIP 30.7001

First Reader: Rafael Castilla, Eastwick College

Second Reader: Nurdan Aydin, New Jersey City University

Dr. Castilla stated the institution will not seek accreditation at this point, but it is mentioned later in the proposal that ABET may create standards for programs in data science. If this occurs, the institution will seek accreditation at that time. The scope of data science extends across the institution as their faculty are already engaged in multiple research. The program is co-managed by the Department of Computer Science, the Ying Wu College of Computing, and the Department of Mathematical Sciences. Students will apply to the college that offers the option in which they're interested. A comprehensive assessment plan was presented. Program specific institutional student learning outcomes were articulated and included charts correlating problems, goals and assessment measures. A detailed curriculum map is also included. Various academic initiatives and expert opinions were used to justify the need for the program. The program is aligned with their strategic plan and they indicated that other programs in computer science and financial technology that they have may benefit from the new courses that will be created for these programs. The institution will draw on its comprehensive coursework, faculty, and library resources to offer the program. The consultant was highly qualified and performed a virtual site visit. All consultant recommendations were responded to adequately by the institution. The institution had no objections to this proposal and received nine letters of support. Overall this is a very strong proposal. Dr. Castilla recommended the proposal for approval to move forward to the Presidents' Council. The second reader Dr. Aydin concurred with Dr. Castilla and added the program offers options from two different departments in separate colleges. However, the collaboration is evident within the program plans. The program evaluation assessment plans are written extremely well. Dr. Aydin seconded the recommendation to move the proposal forward to the Presidents' Council. The motion was carried. The motion was carried. Dr. Baltzis recused.

E. Rowan College of South Jersey

1. A.S. in Nutrition, CIP 19.0501

First Reader: Robert Schreyer, Mercer County Community College

Second Reader: Jeffrey Osborn, The College of New Jersey

Dr. Schreyer stated the objectives of the program seem clear and are focused on enabling students to transfer to a field of study and become a registered dietitian. Although the program is meant to represent the first two years of a bachelor's program the skills gained in the core sciences should play more of a significant role in the assessment of the program as three of the four program learning outcomes are specifically embedded into content courses. They might be more robust if the outcomes were distributed across other related core courses. The proposal introduces the program review process in stating that the course assessments are conducted on a two year basis, but it only describes the program assessment as occurring between the Office of Academic Compliance and Student Learning Outcomes Committee. It appears the program review is directly related to the assessment of individual courses as opposed to a holistic program assessment. The program fits well within the institution's strategic plan and education goals. Though the demand analysis and job outlook were not extensive, the creation of the pathway is reasonable and would be beneficial to students interested in this career pathway. There is little quantitative detail to help understand the expectations the institution has for the learning outcomes and program review. The curriculum is clearly defined, and faculty preparation seems accurate. The consultant was highly qualified and provided a thorough report with few concerns to which the institution responded appropriately to. Overall this is a great program, but there is concern with both assessing the program assessment and how the program assessment is taking right from the course into the full program assessment will ensure the program is on target over time. Dr. Schreyer recommended the proposal be moved forward to the Presidents' Council and a request for clarification on program assessment be sent to the institution. The second reader Dr. Osborn concurred with Dr. Schreyer's assessment and added while the assessment plan includes program goals and course outcomes it did not go into much detail. Dr. Osborn seconded the motion to move the proposal forward to the Presidents' Council with a request for clarification on program assessment to be sent to the institution. The motion was carried. Dr. Harvey recused.

Action: The AIC would like for Rowan College of South Jersey to provide further detail and clarification of the program assessment to the AIC by Thursday, April 15, 2021.

F. Stockton University

1. Master of Public Health, CIP 51.2201

First Reader: Roberta Harvey, Rowan University

Second Reader: Joseph Marbach, Georgian Court University

Dr. Harvey stated the program is a natural addition to the institution's existing health profession offerings and is a strong fit within the institution's mission. The proposal is very well presented and designed. Accreditation from the Council on Education for Public Health will be pursued. Graduates will be able to sit for both the National Board of Public Health Examiners exam to be certified in public health and the National Commission for Health Education Credentialing exam to be certified Health Education

Specialist. Program objectives are aligned to the appropriate accreditation standards. Competencies and outcomes are clearly presented and the curriculum is thoroughly mapped to the learning outcomes assessment plan. Evidence of demand is presented by a Hanover market analysis. The consultant is well qualified and provided a substantive review in most areas as well as offered guidance and clarification regarding the accreditation process. The institution response to the consultant recommendations is cursory, but fully acknowledges the rationale. An objection letter from Rutgers University raises concerns regarding the program being unduly expensive and duplicative. The letter additionally raised concerns regarding the accuracy of the Hanover analysis. While the institution submitted a letter that addresses Rutgers University concern regarding cost of the program, the letter does not at all address the duplication concern or disputed evidence of projection demand. It is noted the consultant did not comment on the institution's lack of response to the objection letter. The second reader Dr. Marbach concurred with Dr. Harvey stating the institution seemed to dismiss much of the concerns raised in the objection letter. The objection letter discusses factual errors in the Hanover report which must be addressed. Both Dr. Harvey and Dr. Marbach recommended the proposal not be forwarded to the Presidents' Council and be returned to the institution.

ACTION: The AIC requests a more substantial response to the objections raised by Rutgers University, particularly regarding unnecessary duplication and the demand projections for the program be provided. The committee is especially interested in the rationale for future demand given the limits of the Hanover market analysis as indicated in the objection logged by Rutgers.

G. William Paterson University

1. Master of Public Health, CIP 51.2201

First Reader: Jeffrey Osborn, The College of New Jersey

Second Reader: David Stout, Brookdale Community College

Dr. Osborn stated the program is squarely within the institution's programmatic mission. The institution will seek accreditation from the Council on Education for Public Health. Objectives are aligned with the mission. The program will be fully online in terms of its delivery. The Council on Education for Public Health requires three years of outcome data for institutions that are seeking accreditation, and the institution has designed their assessment plans around their standards and criteria. Included in the proposal are distinct program goals and student learning outcomes that are linked to individual courses. A very direct and indirect method of assessment was provided, and included was a chart that shows the cycle of ongoing assessments that are planned for the entire program. The consultant was highly qualified and provided a very thorough report with a few recommendations to which the institution adequately responded. The proposal aligns with regard to the strategic plan of the institution. The institution cites state and regional data show that the percentage of public health jobs requiring a master's degree is around 27%. Additionally, the institution cites the Bureau of Labor statistics data projecting higher than average job growth and these areas. The institution argues that although

there are a number of Master of Public Health programs already in the State there are not enough of them to meet the current demand. Additionally, the institution argues that their program will be more affordable than many other projects. The institution indicates they have sufficient faculty and other resources in place to support the program. Rutgers University objected the proposal stating the program is unduly expensive and unduly duplicative. The institution adequately responded to both concerns Rutgers University listed stating they disagree and included a pretty reasonable and appropriate response to both concerns. Dr. Osborn recommended the proposal for approval to move forward to the Presidents' Council. The second reader Dr. Stout concurred with Dr. Osborn and noted the consultant recommended the institution look outside the region for recruitment since the program is online. Dr. Stout is not concerned with the letter of objection given the institution's response, and seconded the motion to move the proposal forward to the Presidents' Council The motion was carried.

V. Other Action Items

A. Rutgers Biomedical and Health Sciences

1. Conversion of Option **from** M.S. in Clinical Laboratory, Cytopathology Option **to** M.S. in Diagnostic Cytopathology, CIP 51.1002

First Reader: Jeff Toney, Kean University

Second Reader: *Marsha Pollard, Berkeley College

Dr. Toney stated the proposal is very straight forward and well written. The rationale for converting from an option to a full master's degree is that the new curriculum is aligned with new standards of accreditation from their professional accreditor. Only 21 similar programs exist across the United States, so there is no reason to be concerned about duplication. The standalone program is 49 credits and offered in hybrid format. The institution also offers a post professional degree at 35 credits. Admission standards are clear. Dr. Toney recommended the proposal for approval to move forward to the Presidents' Council. The second reader *Dr. Vakalis concurred with Dr. Toney and noted this will be the only program like this located in New Jersey. It is noted the institution requested a waiver from the consultant and completed all necessary questions related to the waiver. Dr. Vakalis seconded the motion to move the proposal forward to the Presidents' Council The motion was carried. Mr. Burkley recused.

VI. For Your Information

A. Berkeley College

- New Program Option, M.B.A. in Management, Concentration in Accounting, CIP 52.0301

B. Camden County College

- Termination of Certificate in Emergency and Disaster Management, CIP 43.0199

C. Kean University

- Nomenclature change **from** B.S. Community Health Education **to** B.S. Public Health, CIP 51.2208

- New Post Masters Advanced Certificate in Bilingual Speech Language Pathology, CIP 16.0105
- Two New Program Options
 - B.S. in Computer Science, 5-Year M.S. in Computer Information Systems Option, CIP 11.0101
 - B.S. in Information Technology, 5-Year M.S. Computer Information Systems Option, CIP 11.0901

D. Monmouth University

- New Graduate Endorsement, Teacher Leadership, CIP 13.0101
- Shelving of Human Resources Management and Communication Graduate Certificate, CIP 52.1099

E. Montclair State University

- New Undergraduate Certificate in Game Development, CIP 11.0804

F. New Jersey City University

- New Graduate Certificate in STEM Education, CIP 13.1213
- Two New Specializations
 - M.M. in Performance with Specialization in Multi-Style Strings, CIP 50.0903
 - M.B.A. with Specialization in Business Analytics, CIP 30.7102

G. New Jersey Institute of Technology

- Five New Graduate Certificates
 - Graduate Certificate in Digitally Augmented Architecture, CIP 04.0902
 - Graduate Certificate in Geotechnical Engineering, CIP 14.0802
 - Graduate Certificate in Real Estate Design and Development, CIP 30.3301
 - Graduate Certificate in Structural Engineering, CIP 14.0803
 - Graduate Certificate in Sustainable Building Design, CIP 04.0902

H. Ramapo College of New Jersey

- New Minor in Entrepreneurship, CIP 52.0701
- Concentration Nomenclature Change **from** Integrated Science Studies Concentration in Business Administration **to** Integrated Science Studies Concentration in Business Studies, CIP 30.0101

I. Rowan College of South Jersey

- Two New Certificate of Achievements
 - Certificate of Achievement in Electrical Engineering, CIP 14.0101
 - Certificate of Achievement in Surveying Engineering Technologies, CIP 15.0201

J. Rowan University

- Two Nomenclature Changes
 - **From** Bachelor of Science in Nutrition & Exercise Science **to** Bachelor of Science in Nutrition, CIP 51.3101
 - **From** Certificate of Graduate Study in Computational Data Analytics **to** Certificate of Graduate Study in Computational Data Science, CIP 11.0802
- Four New Program Options

- Concentration in Data Analytics within the Master of Business Administration, CIP 52.1301
- Concentration in Organizational Leadership within the Master of Business Administration, CIP 52.0213
- Concentration in Engineering Education within the Ph.D. in Engineering, CIP 14.9999
- Minor in Business Analytics, CIP 52.1301
- New Certificate of Graduate Study in Data Analytics, CIP 52.1301
- Six New Certificates of Undergraduate Study
 - Certificate of Undergraduate Study in Water Resources Engineering, CIP 14.0805
 - Certificate of Undergraduate Study in Transportation Engineering, CIP 14.0804
 - Certificate of Undergraduate Study in Environmental Engineering, CIP 14.1401
 - Certificate of Undergraduate Study in Geotechnical Engineering, CIP 14.0802
 - Certificate of Undergraduate Study in Holistic Nursing Practice, CIP 51.3818
 - Certificate of Undergraduate Study in eSports Management, CIP 31.0504
- Termination of Certificate of Graduate Study in Web Development, CIP 11.0801

K. Rutgers University – New Brunswick

- Change of Credit Requirements for Master of Labor and Employment Relations, CIP 52.1001
- Two CIP Code Changes
 - M.Phil. in Communication, Information, and Media **from** CIP 25.0101 **to** CIP 11.0401
 - Ph.D. in Communication, Information, and Media **from** CIP 25.0101 **to** CIP 11.0401

L. Stockton University

- Nomenclature Change **from** Hospitality and Tourism Management Studies **to** Hospitality, Tourism and Event Management Studies, CIP 52.0901
- New Accelerated Dual Degree: B.S. in Hospitality, Tourism and Event Management Studies, CIP 52.0901 and M.B.A., CIP 52.0201
- Five New M.B.A. Concentrations, CIP 52.0201
 - Financial Forensic Investigation
 - Marketing
 - Finance
 - Business Analytics
 - Hospitality, Tourism and Event Management Studies

M. The College of New Jersey

- Nomenclature Change **from** Certificate in Data Analytics **to** Certificate in Business Analytics, CIP 52.0201
- New Graduate Certificate in Wellness Coaching, CIP 51.0001

N. Union County College

- Nomenclature Change **from** Audio Production Certificate **to** Entertainment Technology, Certificate, CIP 10.0203

VII.

Old Business

A. Rowan College of South Jersey

1. A.A.S. in Advanced and Continuous Studies, CIP 24.0101 (previously submitted on 11/6/2020)

First Reader: Jon Connolly, Sussex County Community College

Second Reader: *Marsha Pollard, Berkeley College

Dr. Connolly stated the program was resubmitted with a letter that provided a narrative paragraph in response to each concern. While most concerns were responded to adequately, the response to “consider splitting the program into two separate programs” was not appropriately addressed. The institution disagrees with the assessment that the proposal should be divided into two under the rationale similar programs were already approved by the AIC, thus this proposal should be approved as well. This reflects the institution belief that the precedent is more important than the AIC review processes for academic quality. If there is a 3+1 involving two institutions and the university entity already has one of the programs in existence, that portion of the 3+1 does not need to be reviewed, but a new degree program like Advanced and Continuous Studies A.A.S. and Survey Engineering is a brand new program to the institution awarding the degree. When a student leaves almost all courses they take will be specialized courses much like the program is a stackable credential. This proposal is for Advanced and Continuous Studies in Survey Engineering not a standalone Advanced and Continuous Studies A.A.S. Students can leave with the second associate degree and have an industry value credential. Additionally, students will be able to obtain a credential in both fields. Therefore, the proposal contains two separate programs that require a full review which includes a peer review by an expert consultant. The second reader *Dr. Vakalis concurred with Dr. Connolly and stated the institution responded appropriately to the previous concerns except the concerns regarding the consultant and splitting the proposal into two programs. The AIC agreed if the institution would like to send something back that is more generic and doesn’t require the level of discipline expertise as previously mentioned, the program should be written with 300-level electives. Both Dr. Connolly and Dr. Vakalis recommended the proposal not be forwarded to the Presidents’ Council and be returned to the institution. Dr. Harvey recused.

Action: The AIC agreed that the proposal be returned with the suggestion one of the following courses of action be taken:

Action 1: If the program remains with specialized courses:

1. Separate the proposal into two different degree programs.
2. Have a new consultant qualified in nursing and a new consultant qualified in survey engineering review the respective program.

OR

Action 2: If a more generic program that doesn’t require a level of expertise is desired:

1. Change specialized courses to 300-level electives.

B. 3+1 Programs - New Legislation Impact

Recent new legislation will possibly impact the role the AIC has in reviewing 3+1 programs. The NJPC will be presented with the current information the AIC put together and clarify the interpretation of new legislation is accurate.

VIII. New Business

A. New Legislation

The latest draft is going to the NJPC Executive Committee for review. Afterward, the subcommittee will review the draft again, before it goes to the NJPC for a final review.

B. AIC Manual Change - Amendment of CIP Codes

The proposal is to modify Section III. Changes to Academic Degree and Certificate Offerings Requiring Academic Issues Committee Notification by creating a subsection: "Adding or changing the CIP code(s) of an existing program."

If an institution wants to add or change the CIP code(s) of an existing academic program, it should submit a justification letter. A letter should come from the Academic Affairs (Provost's Office) and state the existing CIP Code(s) with their field descriptions. The Program Degree map should be attached as an Appendix.

The issue regarding CIP code changes was resolved and will not go into the manual. Further discussion is required regarding proposals that contain more than one CIP code. As of now OSHE only accepts one CIP code per program.

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

May 21, 2021 10:00 a.m.

Zoom Link <https://NJCU.zoom.us/j/99388772502?pwd=VnN0eVhTdFE2emIrYWpVMm5FWFExZz09>

Meeting ID: 993 8877 2502, Passcode: 45872522

MINUTES

I. Call to Order / Roll Call

Present by Zoom:

Sue Henderson, AIC Chair – NJCU

Nurdan Aydin – NJCU

Marianne Vakalis – Berkeley College

David Stout – Brookdale Community College

Rafael Castilla – Eastwick College

Gillian Small – Fairleigh Dickinson University

Joseph Marbach – Georgian Court University

Jeff Toney – Kean University

Robert Schreyer – Mercer County Community College

Linda Scherr – Middlesex County College

Willard Gingerich – Montclair University

Basil Baltzis - NJIT

Deborah Preston – Raritan Valley Community College

Roberta Harvey – Rowan University

James (Jim) Burkley – Rutgers University

Jon Connolly – Sussex County Community College

Jennifer Palmgren – TCNJ

Also present by Zoom:

Jennifer Fitzgerald – NJCU

Allison Samay – NJPC

Eric Taylor - OSHE

II. Approval of Minutes of the April 9, 2021 Meeting

Dr. Castilla requested to update the sentence “Program specific institutional student learning outcomes were articulated and included charts correlating *problems*, *goals* and assessment measures” to “Program specific institutional student learning outcomes were articulated and included charts correlating *program goals* and assessment measures”. Dr. Baltzis moved for approval of the minutes of the April 9, 2021 meeting. The motion was seconded by Dr. Castilla. Minutes were approved.

III. Report from the Chair

July AIC Meeting

New regulations are expected to go into effect by November 2021. The AIC will meet in July to discuss the new regulations and form working groups to update all affected areas of the AIC Manual.

IV.

New Programs

A. Camden County College

1. A.S. in LPN to RN, CIP 51.3801

First Reader: *Marsha Pollard, Berkeley College

Second Reader: Linda Scherr, Middlesex County College

*Dr. Vakalis summarized the program stating the program is designed to meet the needs of the nursing profession as healthcare continues to evolve. Licensure is required for program graduates to gain employment. The institution will seek accreditation from the Accreditation Commission for Education in Nursing. Program goals are sound and clearly stated. Evaluation of the program will follow the college's normal academic program review requirement which is every five years. Learning outcomes assessment will be conducted annually. Program learning outcomes are clearly articulated in the learning outcomes assessment plan which are mapped to the institutional goals. Course learning outcomes are clearly mapped to the program learning outcomes. The program supports the institution's mission. The need for the program is appropriately articulated and convincing based on provided statewide projections for registered nurses. Student enrollments is reasonably projected. Program resources are adequate. The consultant was appropriately credentialed and provided a complete report with various recommendations. Dr. Vakalis recommended the program for approval to move forward to the Presidents' Council. The second reader Dr. Scherr concurred with Dr. Vakalis and added it was a very strong proposal with an excellent reviewer report. Dr. Scherr seconded the recommendation to move the proposal forward to the Presidents' Council. The motion was carried.

B. County College of Morris

1. A.S. in Theatre Technology, CIP 2172

First Reader: Robert Schreyer, Mercer County Community College

Second Reader: Jon Connolly, Sussex County Community College

Dr. Schreyer stated although the proposed program is within the institutions programmatic mission. It is not duplicative and unlikely unduly expensive. The proposal doesn't sufficiently address all the required elements. Specific categories of goals with reasonably specific outcomes are well articulated. The review process lacks clarity in its application as broad assessment activities are stated in general terms and make no connections to which goals would be assessed in which courses and when. The program does fit well within the strategic plan, but the demand analysis is weak. It makes reference to anecdotal data from current students enrolled in their music theatre program and the institution referred to a 2017 report. It does not appear students were surveyed or any labor data was examined. The learning outcomes plan is missing measurable expectations. The consultant was qualified, but did not provide a thorough report. Although the consultant does appear to have engaged in the process, the site visit

occurred more than two years ago now. So much of his report doesn't provide analysis of the submitted proposal. Although the consultant listed all the required topics, they did not sufficiently respond to all of them. The incorrect accrediting body was listed on the proposal. Dr. Schreyer recommended the program be returned to the institution to address many of these aforementioned concerns. The second reader Dr. Connolly concurred with Dr. Schreyer and added despite the fact that the institution is well positioned to deliver the program they have not done the necessary work to document for AIC purposes. Dr. Connolly also recommended the proposal not be forwarded to the Presidents' Council and be returned to the institution. The committee agreed.

ACTION: The AIC agreed that the proposal be returned to address the following:

1. Provide a more robust assessment plan that describes the learning outcomes in each course and methods for assessing each.
2. Consider a more expanded demand analysis.
3. Correct the accreditation entry as it is incorrectly listed as MSCHE.
4. Provide descriptors for faculty.
5. Clarification from the consultant for items that were either not answered or answered with little substance.

C. Kean University

1. B.A. in Liberal Arts, CIP 24.0199

First Reader: *Christopher Capuano, Fairleigh Dickinson University

Second Reader: **Marsha Pollard, Berkeley College

*Dr. Small stated the program initially focused on students who are undecided or struggling to keep up with the GPA requirements and would help prevent many students from withdrawing or transferring. The program aligns with the institution's mission and offers a broad knowledge across the liberal arts and career preparedness. The program prepares students to achieve the expected learning outcomes identified by respective program or discipline. Assessment is by both direct and indirect methods. Student projections are reasonable as they anticipate 30 students the first year. The institution clearly has the resources in place but plan to add one new faculty member. The consultant spoke highly of the program and provided a number of suggestions which have been incorporated into the program. Dr. Small recommended the program for approval to move forward to the Presidents' Council. The second reader Dr. Vakalis concurred and seconded the recommendation to move the proposal forward to the Presidents' Council. The motion was carried. Dr. Toney recused.

D. Middlesex College

1. A.S. in Health and Exercise Science, CIP 31.0505

First Reader: Willard Gingerich, Monclair State University

Second Reader: James Burkley, Rutgers University

Dr. Gingerich stated the program does not exceed mission. The institution does not expect to seek accreditation. A fully mapped assessment plan for program learning outcomes mapped by course and with definition of the metrics to be applied was provided. Enrollment projections are adequate. The consultant was fully qualified and

completed a virtual site visit in September. Although the consultant provided little commentary on the curriculum and there was little articulation about an analysis of the curriculum, a degree completion program is provided in detail as is all courses. The institution responded to all consultant recommendations, thus the consultant offered their full support of the program. Dr. Gingerich recommended the proposal for approval to move forward to the Presidents' Council. The second reader Mr. Burkley concurred with Dr. Gingerich and seconded the motion to move the proposal forward to the Presidents' Council. The motion was carried. Dr. Scherr recused.

E. Monmouth University

1. M.S. in Education in Supervisor of Educational Technology, CIP 13.0499

First Reader: *Jeffrey Osborn, The College of New Jersey

Second Reader: Nurdan Aydin, New Jersey City University

*Dr. Palmgren stated the program is within the programmatic mission of the institution, and it aligns with the institution's strategic plan. It would be included in their CAEP accreditation. The licensure part of the program is already included within the institutions CAEP accreditation. The evaluation and learning outcomes plan are aligned with CAEP standards. A needs assessment shows a relatively high student demand for this type of program. Student projections are adequate. Current faculty and existing resources can support the program. The consultant is well qualified and visited the campus in February. A thorough consultant report was provided with few recommendations to which the institution thoroughly responded. Dr. Palmgren recommended the proposal for approval to move forward to the Presidents' Council. The second reader Dr. Aydin concurred with Dr. Palmgren. Dr. Aydin stated it is a good proposal though the external consultant had a concern about the degree designation. Dr. Aydin seconded the motion to move the proposal forward to the Presidents' Council. The motion was carried.

F. Montclair State University

1. B.A. in Asian Languages and Cultures, CIP 16.0300

First Reader: Roberta Harvey, Rowan University

Second Reader: Robert Schreyer, Mercer County Community College

Dr. Harvey stated a more detailed learning outcomes assessment plan, demonstrating where the learning outcomes that culminate in the expected mastery of cultural competency are delivered throughout the curriculum and how they will be assessed is needed. Specifically, the five learning goals that address cultural competency should be further defined in terms of learning outcomes. The proposal provides a curriculum map, a list of generic assessment measures, and a sample rubric, but without the outcomes, it is difficult to discern how the curriculum has been designed to deliver the stated objectives. This is not really a concern for the language proficiency goal where there is a defined and readily measurable direct assessment, but is very much a concern for the highly complex cultural competency goals. It is not clear how students will develop and demonstrate their ability to explain social, political, and economic systems and their cultural history; explain the cultural diversity of the target language; examine the cultural, social, political, economic, and global components of issues related to Asian

nations and identities; or explain Asia as a discrete yet complex reality and as a critical dynamic global force. It is not apparent how the proposed curriculum achieves these goals, especially given the flexibility and breadth of the electives. Although they are supported by several other courses, Goals 4, 5, and 6 are all assessed in one course, WLNC 145 Introduction to Asian Studies. Goals 2 and 3 are supported in two courses and assessed in one course. None of the courses where assessment occurs are capstone or synthesizing experiences and most are 100-level. The study abroad option may offer a compelling opportunity for students to demonstrate their mastery and understanding through thoughtfully designed assessments. Dr. Harvey recommended the proposal be returned to the institution to address these concerns. The second reader Dr. Schreyer concurred with Dr. Harvey and supported returning the proposal back to the institution. Dr. Gingerich recused.

ACTION: The AIC requests that the institution provide a more detailed learning outcomes assessment plan, demonstrating where the learning outcomes that culminate in the expected mastery of cultural competency are delivered throughout the curriculum and how they will be assessed.

G. New Jersey City University

1. B.S.W, CIP 44.0701

First Reader: Jeff Toney, Kean University

Second Reader: David Stout, Brookdale Community College

Dr. Toney stated students who graduate from this program will qualify for New Jersey's Social Work Certification. If students wish to pursue a master's degree after completion of this program they can have advanced standing that allows them to achieve an M.S.W. in only one year. The institution points out Bureau of Labor Statistics estimates 16% growth of social work positions up until 2026. They are seeking accreditation through CSWE. The institution did an overall good job with the assessment plan and the detailed rubrics provided in the capstone courses were well done. The consultant was well qualified and their report was well done. There were a few recommendations made by the consultant all of which the institution responded to. It is commendable that the institution has made several efforts to make this program diverse including hiring Spanish speaking workers. Dr. Toney recommended the proposal for approval to move forward to the Presidents' Council. The second reader Dr. Stout concurred with Dr. Toney and seconded the motion to move the proposal forward to the Presidents' Council. The motion was carried. Dr. Aydin recused.

H. New Jersey Institute of Technology

1. B.S. in Materials Engineering, CIP 14.1801

First Reader: James Burkley, Rutgers University

Second Reader: David Stout, Brookdale Community College

Mr. Burkley stated this is a very substantial and sound proposal. The program will use many existing courses for many of the requirements, but there will be 11 new courses which will require new faculty. The program is not unduly duplicative. Resources are very detailed in the proposal including the offering budget to maintain them. Degree

requirements carefully coordinate with ABET requirements. The consultant was well qualified and provided a report that was nuanced on the issues about the relationship of the chemical engineering and materials engineering and the relationship of each field to a better accreditation process. The institution fully responded to all of the consultant's points and submitted a revised program enhancement. Mr. Burkley recommended the proposal for approval to move forward to the Presidents' Council. The second reader Dr. Stout concurred with Mr. Burkley and added the consultant's report was very impressive. Dr. Stout seconded the motion to move the proposal forward to the Presidents' Council. The motion was carried. Dr. Baltzis recused.

2. M.F.A. in Digital Design, CIP 10.0304

First Reader: Rafael Castilla, Eastwick College

Second Reader: Linda Scherr, Middlesex County College

Dr. Castilla stated the program fits within the institutional mission. Licensure will not be required, but the institution will seek accreditation from the National Association of Schools of Art and Design. This is a low residency program with 60-75 credits. It is considered a terminal graduate program that will offer paths to align with the students' varying levels of previous knowledge and experience. The curriculum has a modular structure which will allow students to earn standalone certificates or a M.S. in Digital Design in any of the concentrations on their way to earning the M.F.A. The institution seeks to attract underserved communities and non-traditional students by providing and marketing more flexible options to take its courses. A learning outcomes assessment plan with well-articulated programs goals and learning outcomes was provided. Included were direct and indirect assessment measures. A curriculum map of student learning outcomes and core courses and matrix relating program goals to institutional writing goals was included. Adequate demand analysis was provided via labor data of related jobs and anecdotal evidence. The program is aligned with the institution's strategic priorities. The projected enrollment is adequate and the institution expects to enroll a mixture of students. Current faculty resources will be used, but as numbers increase new faculty positions will be added. Existing resources will cover all technology and space requirements. A curriculum outline with recommended sequence was listed. The consultant was very qualified and provided a report of approval with a few recommendations to which the institution to which the institution responded. Dr. Castilla recommended the proposal for approval to move forward to the Presidents' Council. The second reader Dr. Scherr concurred with Dr. Castilla and added the program is well designed. Dr. Scherr seconded the motion to move the proposal forward to the Presidents' Council. The motion was carried. Dr. Baltzis recused.

3. M.S. in Digital Design, CIP 10.0304

First Reader: Joseph Marbach, Georgian Court University

Second Reader: Deborah Preston, Raritan Valley Community College

Dr. Marbach stated the program is very rigorous with a low residency 30-45 credit intermediate graduate program designed to offer paths for students entering with various levels of previous knowledge and experience. Objectives of the program are sound, and they are clearly stated. Learning outcomes are adequately articulated. Evidence of a

review process is present. The program fit extremely well with the institution's mission, strategic plan, and educational goals. Demand analysis was convincing as there are multiple reports analyzing labor demand. The learning outcomes and review process were measureable. A budget was not provided, but there is an adequate enrollment plan. Facilities and staffing are adequate. This is an online, low residency program so it can be immediately implemented without any significant major changes. The consultant was appropriately credentialed and provided a thorough report with recommendations the institution addressed. Dr. Marbach recommended the program for approval to move forward to the Presidents' Council. The second reader Dr. Preston concurred and added the program is a great affordable option for students to get a degree in a quickly growing field. Dr. Preston seconded the recommendation to move the proposal forward to the Presidents' Council. The motion was carried. Dr. Baltzis recused.

I. Ocean County College

1. A.S. in Advance and Continuous Studies, CIP 24.0101

First Reader: Deborah Preston, Raritan Valley Community College

Second Reader: Linda Scherr, Middlesex County College

Dr. Preston stated the two different disciplinary tracks were reviewed by one consultant whose expertise is only in one of those tracks. The program has four tracks with three of them in various business tracks with NJCU and one of them in Addiction Studies with Southern New Hampshire. The consultant is an expert in neuro psychology which makes them appropriate to review the Addiction Studies track, but they do not seem qualified to review the three business tracks. Dr. Preston recommended the proposal not be forwarded to the Presidents' Council and be returned to the institution to address these concerns. The second reader Dr. Scherr concurred with Dr. Preston and added the proposal does not make clear who will be teaching the 300-level courses. Dr. Scherr supported returning the proposal back to the institution. The committee agreed.

Action: The AIC agreed that the proposal be returned with the suggestion one of the following courses of action be taken:

Action 1: If the program remains with specialized courses:

1. Separate the proposal into four different degree programs (Management, Marketing, Accounting, and Human Services/Addictions Counseling)
2. Have each program reviewed by a separate consultant qualified in the respective program.

OR

Action 2: If a more generic program that doesn't require a level of expertise is desired:

1. Change specialized courses to 300-level electives.

J. Ramapo College of New Jersey

1. M.S. in Applied Mathematics, CIP 27.0301

First Reader: Willard Gingerich, Montclair State University

Second Reader: Roberta Harvey, Rowan University

Dr. Gingerich stated this program in conjunction with the M.S. in Computer Science, which is also being reviewed at this meeting, and the M.S. in Data Science, which

already exists at the institution, make a trio of M.S. programs at the institution. The trio of M.S. programs have a unified assessment plan with nine learning goals that apply across each program. The assessment plan adequately maps out the goals and objectives of the goals. The programs will share space, computer hardware, systems, and faculty, and plan to hire two more faculty. Expectations for students is very modest. The well qualified consultant completed a virtual site visit, and evaluated this program specifically noting the interconnectivity of the three M.S. programs which requires a holistic evaluation. The institution responded adequately to all consultant recommendations and is working on addressing the question of double dipping in credits. Dr. Gingerich recommended the program for approval to move forward to the Presidents' Council. The second reader Dr. Harvey concurred with Dr. Gingerich and seconded the recommendation to move the proposal forward to the Presidents' Council. The motion was carried.

2. M.S. in Computer Science, CIP 11.0701

First Reader: Basil Baltzis, New Jersey Institute of Technology

Second Reader: *Chris Capuano, Fairleigh Dickinson University

Dr. Baltzis stated this program is part of a trio of M.S. programs at the institution. There is a common assessment plan between the three programs and an assessment of courses. Field work is only an elective, thus it doesn't seem to be a distinctive feature of the program. An ethics course is mandatory to the program, but that may present an issue as it doesn't appear to fit well within the program. The consultant was extremely qualified and provided a report with recommendations to which the institution responded. Student enrollment projections are adequate. Dr. Baltzis recommended the program for approval to move forward to the Presidents' Council. The second reader *Dr. Small concurred with Dr. Baltzis and seconded the recommendation to move the proposal forward to the Presidents' Council. The motion was carried.

K. Rider University

1. Master of Choral Pedagogy, CIP 50.0906

First Reader: Roberta Harvey, Rowan University

Second Reader: Robert Schreyer, Mercer County Community College

Dr. Harvey stated it was a lovely proposal. Every aspect was very well done. Dr. Harvey recommended the program for approval to move forward to the Presidents' Council. The second reader Dr. Schreyer concurred with Dr. Harvey and seconded the recommendation to move the proposal forward to the Presidents' Council. The motion was carried.

L. Rowan College of South Jersey

1. A.S. in Alcohol and Drug Counseling, CIP 51.1501

First Reader: Jon Connolly, Sussex County Community College

Second Reader: Joseph Marbach, Georgian Court University

Dr. Connolly stated the program was extensively reviewed by two different consultants and each consultant provided a thorough and extensive report. Both consultant report recommendations were appropriate. All consultant recommendations were assumed into the proposal and accepted. The institution will be seeking accreditation and will be

awarding licensure at the at the end of the program. The proposal adequately meets the AIC criteria. The second reader Dr. Marbach concurred with Dr. Connolly, but recused due to a potential conflict of interest between the program and Georgian Court University. Dr. Connolly recommended the program for approval to move forward to the Presidents' Council. The motion was carried. Dr. Harvey recused.

M. Rowan University

1. B.A. in Fitness Management, CIP 51.9999
First Reader: Robert Schreyer, Mercer County Community College
Second Reader: Deborah Preston, Raritan Valley Community College
Dr. Schreyer stated the proposal is well written and clearly addresses all the required elements for submission of a new program. The program is not overly expensive or unduly duplicative. It is within their programmatic mission. Dr. Schreyer recommended the program for approval to move forward to the Presidents' Council. The second reader Dr. Preston concurred with Dr. Schreyer and added this appears to be a different model of a 3+1 program. Dr. Preston seconded the recommendation to move the proposal forward to the Presidents' Council. The motion was carried. Dr. Harvey recused.
2. B.S. in Athletic Training Studies, CIP 51.0913
First Reader: Joseph Marbach, Georgian Court University
Second Reader: Jon Connolly, Sussex County Community College
Dr. Marbach stated this is a rigorous program that gives students in the M.S. in Athletic Training the ability to obtain a B.S. if they decide to leave the program in four years. Program objectives and learning outcomes are clear and already exists in the master's program. The program is a clear fit with the mission and fits well within the institutions strategic plan. Demand analysis was clear and convincing. Learning outcomes, program review, and demand analysis were clearly measurable. Accreditation standards were met in the M.S.A that currently exist. A budget was not provided, but the enrollment plan was very reasonable. Resources will be shared with the M.S. in Athletic Training program. The consultant was appropriately credentialed and provided a through report with recommendations to which the institution appropriately responded. Dr. Marbach recommended the program for approval to move forward to the Presidents' Council. The second reader. Dr. Connolly concurred with Dr. Marbach and seconded the recommendation to move the proposal forward to the Presidents' Council. The motion was carried. Dr. Harvey recused.
3. B.S. in Respiratory Therapy, CIP 51.0908
First Reader: *Jeffrey Osborn, The College of New Jersey
Second Reader: David Stout, Brookdale Community College
*Dr. Palmgren stated she did not have any concerns with this proposal. The accrediting body for respiratory therapist is no longer accrediting new associate level programs. So the institution is moving to a B.S. Dr. Palmgren recommended the program for approval to move forward to the Presidents' Council. The second reader. Dr. Stout concurred with Dr. Palmgren but added the proposal didn't really address the consultant's concern regarding budget and finance. Dr. Stout supports moving the proposal forward and sending the institution the suggestion to address the consultant's concerns. Dr. Stout

seconded the recommendation to move the proposal forward to the Presidents' Council. The motion was carried. Dr. Harvey recused.

ACTION: The AIC suggests Rowan University address the concerns raised by the consultant.

4. M.A. in Television Studies, CIP 09.0701

First Reader: *Marsha Pollard, Berkeley College

Second Reader: David Stout, Brookdale Community College

*Dr. Vakalis stated the institution will not seek accreditation for this program, and licensure is not required for program graduates to gain employment. The program will offer an on campus graduate degree and eventually a fully online version of the degree. It will extend opportunities for career preparation and fill a current gap in the market. Program goals are sound and clearly stated. Student learning goals and outcomes are clearly articulated. Evaluation and learning outcomes assessment plan adequately identify the courses and other points in the curriculum where outcomes are delivered and the direct and indirect assessment methods or tools being used to assess said outcomes. Program evaluation and assessment of the learning outcomes plan identifies the type of assessment, the target audience and the timetable which provides evidence that a program review process is in place. The program supports the mission of the institution. Demand analysis is convincing and supported by national statistics in career growth in the media. Both enrollment projections and resources are reasonable. The consultant is appropriately credentialed and stated the designers of the proposal may have identified a distinctive academic niche. The consultant report was very thorough and contained strong suggestions to which the institution responded to adequately. Dr. Vakalis recommended the program for approval to move forward to the Presidents' Council. The second reader Dr. Stout concurred with Dr. Vakalis and seconded the recommendation to move the proposal forward to the Presidents' Council. The motion was carried. Dr. Harvey recused.

5. M.S. in Anatomical Sciences, CIP 26.0499

First Reader: Basil Baltzis, New Jersey Institute of Technology

Second Reader: Jeff Toney, Kean University

Dr. Baltzis stated this is a small program with a very nicely written proposal. There is a good collaboration with the medical school. The consultant was well qualified and provided a few minor recommendations to which the institution responded. Dr. Baltzis recommended the program for approval to move forward to the Presidents' Council. The second reader Dr. Toney concurred with Dr. Baltzis and seconded the recommendation to move the proposal forward to the Presidents' Council. The motion was carried. Dr. Harvey recused.

6. M.S. in Cybersecurity, CIP 11.1003

First Reader: Willard Gingerich, Montclair State University

Second Reader: Nurdan Aydin, New Jersey City University

Dr. Gingerich stated the consultant was extremely qualified yet provided a perfunctory report. The institution proposes to seek accreditation from the Center for Academic

Excellence in Cybersecurity Education, which is the more demanding and higher level accrediting bodies, and the program is designed to reflect the unit expectations of that accreditation. The institution is open to accept students with any bachelor's degree and then will expect them to deliver and finish the program at the level of an accreditation expectation of a very, very high academic performance level. There is confusion about the assessment. There is an assessment design and a curricular map for the five foundation course areas of the program. Unit expectations of the Center for Academic Excellence certification are listed separately, but there are no learning outcome metrics for the units. In spite of confusion about the assessment, Dr. Gingerich recommended the program for approval to move forward to the Presidents' Council. The second reader Dr. Aydin concurred with Dr. Gingerich and seconded the recommendation to move the proposal forward to the Presidents' Council. The motion was carried. Dr. Harvey recused.

ACTION: The AIC suggests Rowan University clarify the assessment of the CAE unit expectations and clarify how the assessment of CAE unit expectations and the internal assessment will intermesh.

7. Ph.D. in Pharmaceutical Chemistry, CIP 51.2004

First Reader: Jeff Toney, Kean University

Second Reader: Robert Schreyer, Mercer County Community College

Dr. Toney stated the proposal was well done. He believes the first cohort could be bigger than the projected 3-4 students the institution projects. Dr. Toney recommended the program for approval to move forward to the Presidents' Council. The second reader Dr. Schreyer concurred with Dr. Toney and seconded the recommendation to move the proposal forward to the Presidents' Council. The motion was carried. Dr. Harvey recused.

N. Saint Elizabeth University

1. M.S. in Speech-Language Pathology, CIP 51.0204

First Reader: *Jeffrey Osborn, The College of New Jersey

Second Reader: Deborah Preston, Raritan Valley Community College

*Dr. Palmgren stated all elements of the proposal are there. Seton Hall provided a letter of objection on the grounds of market saturation competition for clinical placements and competition for qualified faculty. The institution responded to the letter of objection and cited the Bureau of Labor Statistics projections and speech language pathology projections both of which show that a program would be viable at their institution. The institution further responded that they hope their program will help to increase minority representation within the speech language pathology profession since their institution is a minority and Hispanic serving institution, and that the fall 2020 information Seton Hall referenced in their letter of objection should not be used due to the pandemic. Dr. Palmgren recommended the program for approval to move forward to the Presidents' Council. The second reader Dr. Preston noted the letter of objection also mentioned the possible shortage of PhDs to teach in this program, but other programs are facing the

same shortage. Dr. Preston seconded the recommendation to move the proposal forward to the Presidents' Council. The motion was carried.

V. Other Action Items

A. **Bard College**

1. Request For An Additional Instructional Location

First Reader: Rafael Castilla, Eastwick College

Second Reader: Jeff Toney, Kean University

Dr. Castilla stated the request is to add an additional instruction location in Camden to offer market sequence in partnership with Camden Public Schools. This is a 12 credit semester course of study in humanities and will be offered at no cost to high school students in that district. They are well experienced in this kind of delivery as they've operated the sequence in other schools in NJ, NY, and Washington DC. The program will be funded by the Camden Education Fund. The institution also requested for elective courses to be added to the sequence in Camden, NJ and Orange, NJ if approved. Rowan University provided a letter of objection on the grounds that they have a program in a MOU with the Camden City School District to develop college prep courses and dual credit pathways. Additionally, Rowan University had the following concerns: will the institution's program align with the programs Rowan University already has in place with Camden City School district; is funding for this program sustainable; has Bard College met the capacity of the students to meet course expectations; overlapping between the two programs; and alignment between the programs of Camden City School district, Rowan University's academic structure and the regional workforce needs. Monmouth University also provided a letter of objection regarding: costs, sustainability of the program, and duplication. The institution responded to Rowan University indicating there was a signed MOU yet the MOU was not signed by Bard College. The institution further replied to Rowan University's letter of objection with the following: they recognize that there is a significant need in the region for these kinds of programs, they understand they are a part of a larger effort that should include other institutions, and they do not have a problem in allowing the Camden Board of Education to determine which students would go to the Bard College program. The institution also noted funding will come directly from the Camden Education Fund, so it will not affect the budget. Rowan University accepted Bard College's response to their letter of objection. Dr. Castilla recommended the program for approval to move forward to the Presidents' Council. The second reader Dr. Toney concurred with Dr. Castilla and added he was very impressed with the outcomes the college has had for high school students earning an associate degree. Dr. Toney seconded the recommendation to move the proposal forward to the Presidents' Council. The motion was carried.

ACTION: The AIC recommends ensuring the MOU has all required signatures.

B. **Kean University**

1. Conversion of Option **from** B.F.A. Graphic Design, Interactive Advertising Option **to** B.F.A. Advertising, CIP 09.0903

First Reader: Jim Burkley, Rutgers University

Second Reader: Rafael Castilla, Eastwick College

Mr. Burkley stated this is a well-established option within the B.F.A. This will be the only B.F.A. in the advertising industry. There were no issues found with the proposal. Mr. Burkley recommended the program for approval to move forward to the Presidents' Council. The second reader Dr. Castilla concurred with Mr. Burkley and seconded the recommendation to move the proposal forward to the Presidents' Council. The motion was carried. Dr. Toney recused.

2. Conversion of Option **from** B.S. Earth Science, Environmental Science Option **to** B.S. Environmental Science, CIP 03.0104

First Reader: Nurdan Aydin, New Jersey City University

Second Reader: Linda Scherr, Middlesex County College

Dr. Aydin stated there are no issues found in the proposal and motioned for approval to move the program forward to the Presidents' Council. The second reader Dr. Scherr concurred with Dr. Aydin and added it was an excellent proposal. Dr. Scherr seconded the recommendation to move the proposal forward to the Presidents' Council. The motion was carried. Dr. Toney recused.

C. Syracuse University

1. Petition for Re-licensure

(Full licensure petition can be accessed using the following link and password https://www.state.nj.us/highereducation/higheddocs/Syracuse_petition_2020.pdf. Password: Red!2020)

First Reader: Roberta Harvey, Rowan University

Second Reader: *Christopher Capuano, Fairleigh Dickinson University

Dr. Harvey stated the proposal is impeccable and substantive. This petition seeks renewal of licensure for 36 courses offered at 51 New Jersey high schools and adds three courses and two high schools to that portfolio. These offerings are at the request of the high schools. The consultant recommends licensure for the maximum five years. The infrastructure for delivery is robust. Program success and ongoing demand are apparent. Dr. Harvey recommended the program for approval to move forward to the Presidents' Council. The second reader *Dr. Small concurred with Dr. Harvey and seconded the recommendation to move the proposal forward to the Presidents' Council. The motion was carried.

VI. For Your Information

A. Bergen Community College

- New Program Option, Associate of Applied Science, Information Technology, Cybersecurity Option, CIP 11.1003

B. Berkeley College

- Nine New Certificates
 - Project Management Certificate, CIP 52.0201
 - Import/Export Management Certificate, CIP 52.1101
 - Human Resources Management Certificate, CIP 52.0201
 - Supply Chain Management Certificate, CIP 52.0201

- Information Systems Management Certificate, CIP 11.1099
 - Entrepreneurship Certificate, CIP 52.0201
 - Digital and Social Media Certificate, CIP 52.1401
 - Business Analytics Certificate, CIP 11.1099
 - Artificial Intelligence and Machine Learning, CIP 11.1099
 - New Postbaccalaureate Certificate, Graduate Accounting Certificate, CIP 52.0301
- C. Brookdale Community College**
- New Academic Credit Certificate of Achievement in Automotive Technician, CIP 150803
- D. County College of Morris**
- New Program Option, A.S. in Criminal Justice, Justice Studies Option, CIP 43.0104
 - New Certificate of Achievement in Legal Assistant, CIP 22.0302
- E. Hudson County Community College**
- New Proficiency Certificate in ESL, CIP 16.1701
- F. Montclair State University**
- **Two New Graduate Certificates**
 - Certificate in Advanced Quantitative Methods in Psychology, CIP 42.2708
 - Certificate in Sustainable Food Practices, CIP 03.0103
- G. New Jersey City University**
- Degree Destination Change for Music Education Major **from** Bachelor of Arts to Bachelor of Music, CIP 50.0901
- H. New Jersey Institute of Technology**
- Nomenclature and CIP Change, **from** Master of Infrastructure Planning CIP 04.0301 to Master of Urban Design CIP 30.3301
 - New Master's level certificate in Sustainable Cities and Urban Ecologies, CIP 30.3301
- I. Passaic County Community College**
- New Career Certificate in Dialysis Technician, CIP 51.1011
- J. Ramapo College of New Jersey**
- Nomenclature and CIP Code Change **from** Master of Science in Educational Technology, CIP 13.9999 to Master of Science in Contemporary Instructional Design, CIP 13.0501
 - Major Nomenclature Change **from** Liberal Studies to Humanities and Global Studies, CIP 24.0101
 - Concentration Nomenclature Change with the Communication Arts Major **from** Journalism to Digital Journalism and Writing, CIP 09.0199
 - New Minor in Graphic Communication Design, CIP 50.0401
- K. Rider University**
- Two New Program Options within the Master of Science in Nursing and Post-Master's Certificate
 - Concentration in Psychiatric-Mental Health, CIP 51.3801
 - Concentration in Adult-Gerontology Acute Care, CIP 51.3814
- L. Rowan College of South Jersey**

- Nomenclature Change **from** A.A.S. Insurance Claims and Risk Management **to** A.A.S. Risk Management and Insurance, CIP 52.1701
- Option Nomenclature Change **from** A.A. Liberal Arts, Communications Option **to** A.A. Liberal Arts, Digital Communications Option, CIP 24.0101
- Nomenclature Change **from** Certificate in Justice Studies **to** Certificate in Criminal Justices, CIP 430107
- New Certificate in Emergency Management, CIP 430107

M. Rutgers University – Camden

- Change in Total Credit Requirements for Master of Business Administration **from 57 to 42**, CIP 52.0201
- Two New Graduate Certificates
 - Graduate Certificate in Accounting Analytics, CIP 52.0301
 - Graduate Certificate in Forensic Accounting, CIP 52.0301

N. Rutgers University – New Brunswick

- Two New Graduate Certificates
 - Graduate Certificate in Business Innovation: Technology Entrepreneurship & Commercialization, CIP 15.1599
 - Graduate Certificate in Community College Leadership, CIP 13.0407

O. Rutgers University – Newark & New Brunswick

- Change in Total Credit Requirements for Master of Science in Supply Chain Analytics, **from 36 to 33**, CIP 52.1301

P. Sussex County Community College

- New Certificate in Medical Assisting, CIP 51.0801

Q. The College of New Jersey

- New Program Option, Dual Master of Business Administration and Master of Public Health, CIP 52.0201

VII. Old Business

A. Rowan College of South Jersey

1. A.A.S. in Advanced and Continuous Studies, CIP 24.0101 (previously submitted on 11/6/2020 & 4/9/2021)

First Reader: Jon Connolly, Sussex County Community College

Second Reader: Marsha Pollard, Berkeley College

Dr. Connolly stated the resubmitted proposal was not much better than it was before as the institution did not truly respond to the previous requests made by the AIC made. The vote on this proposal will be tabled until the July 2021 meeting in an effort to give the Academic Vice Presidents Affinity Group in the community colleges an opportunity to provide guidance and consistency on handling 3+1 programs. A subgroup of the AIC will also work on guidelines community colleges can use when submitting 3+1 programs.

B. Stockton University

1. Master of Public Health, CIP 51.2201 (previously submitted on 4/9/2021)

First Reader: Roberta Harvey, Rowan University

Second Reader: Joseph Marbach, Georgian Court University
Dr. Harvey stated the institution provided a very thorough response to the Rutgers University letter of objection. The response was very specific and substantive. Dr. Harvey no longer has concerns regarding the proposal and recommended the program for approval to move forward to the Presidents' Council. The second reader Dr. Marbach concurred with Dr. Harvey and added the response was convincing especially given the geographic focus that the institution is going to place on the southern part of the state. Dr. Marbach seconded the recommendation to move the proposal forward to the Presidents' Council. The motion was carried.

VIII. New Business

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

July 28, 2021 10:00 a.m.

Zoom Link <https://NJCU.zoom.us/j/91960309341?pwd=ZnRPZGhTZTZKNWVyL3dIWxV1UFgvZz09>

Meeting ID: 919 6030 9341, Passcode: 61653998

MINUTES

I. Call to Order / Roll Call

Present by Zoom:

Sue Henderson, A.I.C. Chair – New Jersey City University

Nurdan Aydin – New Jersey City University

Marsha Pollard– Berkeley College

David Stout – Brookdale Community College

Rafael Castilla – Eastwick College

Chris Capuano– Fairleigh Dickinson University

Joseph Marbach – Georgian Court University

Jeff Toney – Kean University

Robert Schreyer – Mercer County Community College

Linda Scherr – Middlesex County College

Kimberly Hollister– Montclair University

Basil Baltzis – New Jersey Institute of Technology

Deborah Preston – Raritan Valley Community College

Roberta Harvey – Rowan University

James (Jim) Burkley – Rutgers University

Jennifer Palmgren – The College of New Jersey

Also present by Zoom:

Sherifa Abdalla – New Jersey City University

Allison Samay – New Jersey Presidents' Council (NJPC)

Eric Taylor – Office of the Secretary of Higher Education (OSHE)

Not Present:

Jon Connolly – Sussex County Community College (Read by Nurdan Aydin – NJCU)

II. Approval of Minutes of the May 21, 2021 Meeting

Mr. Burkley requested "a better" should be changed and corrected to ABET (p.6, line 4). Corrected.

III. Report from the Chair

President Henderson deferred Eric Taylor to summarize the upcoming changes, including new program proposals, private schools, and overseas branch campuses.

IV. New Programs

A. **Eastwick College**

1. **B.S. in Nursing, CIP 51.3801**

First Reader: Marsha Pollard, Berkeley College

Second Reader: Joseph R. Marbach, Georgian Court University

Dr. Pollard presented a detailed report highlighting a wide range of issues. Dr. Pollard noted that Eastwick College received objection letters from Rowan University and Montclair State University concerning the duplicative nature of the program. Dr. Pollard requested additional evidence for "*a demonstrated need for [this] program that is not met by the existing B.S.N. programs in the state.*" She expressed concern about the lack of admission criteria and transfer credit policy. Dr. Pollard asked for additional information on a) the rationale for anticipated enrollment projections to evaluate the sufficiency of the physical resources at different campuses; b) availability of qualified faculty and staff resources; as well as, institutional hiring plan, including a Clinical Coordinator; and c) financial cost-revenue projections to implement and operate the program for the next five years.

The second reader, Dr. Marbach, stated that Dr. Pollard's assessment was very thorough, and he deferred to her assessment of the curriculum as the subject is outside of his expertise. He added that the duplicative nature of the proposal was kind of confusing and noted that "*Eastwick did make a case that L.P.N. to B.S.N. would serve an underserved population.*" He did not necessarily find the program unduplicated. He mentioned that "*the institution provided a thorough and persuasive explanation.*" Dr. Marbach, however, agreed on the concerns related to the resources, and he confirmed that no budget was presented.

Dr. Pollard stated that the proposal is not ready to move forward to the NJPC. She recommended that the proposal should be returned to the institution for resubmission. Dr. Marbach agreed. Dr. Henderson requested a brief bullet-point list of recommendations. The motion was approved. Dr. Castilla recused.

B. **Kean University**

1. **B.A. in Computer Science, CIP 11.0101**

First Reader: Christopher Capuano, Fairleigh Dickinson University

Second Reader: Nurdan Aydin, New Jersey City University

Dr. Capuano stated Kean University already offers a B.S. in Computer Science and this new proposal is complementary to the existing one focusing on the humanities. The consultant was appropriate to do this review and conducted a virtual site visit. Dr. Capuano highlighted the student learning objectives and their alignment with the program outcomes. He recommended the program for approval to move forward to the Presidents' Council. The second reader, Dr. Aydin, concurred with Dr. Capuano. Dr. Stout seconded the recommendation to move the proposal forward to the Presidents' Council. The motion was carried. Dr. Toney recused.

C. **Montclair State University**

1. **B.A. in Film and Television, CIP 50.0602**

First Reader: Linda Scherr, Middlesex Community College

Second Reader: David Stout, Brookdale County Community College

Dr. Scherr stated the proposal is complete and lays out a case for offering such a program. The proposed new program is consistent with Montclair's mission and fits into its new 2025 strategic plan. Dr. Scherr added that the curriculum was logically sequenced and met the required general education distribution for a B.A. degree. Dr. Scherr indicated the following: the assessment plan fits within the larger framework of the goals for the School of Communication and Media; the matrix aligns the required courses to the program learning outcomes; and the external consultant meets the A.I.C. guidelines and provides a thorough consultant report that clearly responded to the A.I.C. requirements. The consultant conducted an onsite visit, and all recommendations were effectively addressed in the institutional response. No objections from other institutions were reported. Dr. Scherr recommended the program for approval to move forward to the Presidents' Council. The second reader, Dr. Stout, concurred with Dr. Scherr's assessment and praised the assessment plan. Dr. Marbach seconded the recommendation to move the proposal forward to the Presidents' Council. The motion was carried. Dr. Hollister rescued.

2. B.A. in Advertising, CIP 9.0903

First Reader: Roberta Harvey, Rowan University

Second Reader: David Stout, Brookdale County Community College

Dr. Harvey stated the proposal appropriately identifies comparable programs in the state but also extended this to the media market, including New York City. The consultant's qualifications were appropriate, and the report was complete. The consultant also offered helpful corroborated nuances regarding the labor market and employment landscape. The consultant raised some concerns, for example, regarding the use of adjunct faculty, however, the institution's response was attentive to the consultant's evaluation. Dr. Harvey stated that the proposal was otherwise complete. There were no issues to be noted with respect to any other program elements, and there were no objections. Dr. Harvey recommended the program for approval to move forward to the Presidents' Council. The second reader, Dr. Stout, concurred the motion and stated that the consultant's report shed some light on the growth of jobs within the area. Dr. Marbach seconded the recommendation to move the proposal forward to the Presidents' Council. The motion was carried. Dr. Hollister rescued.

3. B.A. in Sports Communication, CIP 9.0906

First Reader: Jon Connolly, Sussex County Community College (absent).

Second Reader: Jeffrey Osborn, The College of New Jersey

On behalf of Dr. Connolly, Dr. Aydin reported that the proposal described the assessment as quantitative, and the assessment plan was based on program goals. It was further indicated that these learning outcomes were broad yet useful. In his report, Dr. Connolly indicated that the assessment program is linked to the academic governance structure and highlighted the importance of demand analysis. He stated that the consultant was well-qualified, and the remarks of the consultant were integrated into the proposal. Dr. Connolly suggested that the proposal was complete, and thus, he recommended the program to advance to the President's

Council for approval. The second reader, Dr. Osborn, concurred and added a couple of comments regarding the program's alignment with the institution's strategic plan, need and student population. The proposed program replaces the existing concentration of sports media and journalism and aligns with the institution's strategic goals. Dr. Preston seconded the recommendation to move the proposal forward to the Presidents' Council. The motion was carried. Dr. Hollister rescued.

4. B.A. in Policy Studies, CIP 44.0501

First Reader: Basil Baltzis, New Jersey Institute of Technology

Second Reader: Robert Schreyer, Mercer Community College

Dr. Baltzis stated that the rationale and demand for this new program reflects the needs of the students to be part of the solutions in today's challenges (e.g., racial inequality, climate change, cannabis legalization). He emphasized that the consultant was an eminently qualified individual and conducted virtual visits. Dr. Baltzis mentioned that the consultant reported reading multiple iterations of this proposal. He also noted that the consultant raised a few concerns such as elective courses were only from the political science department; the number of cohort students was inconsistent (i.e., 25 vs 50 students); how part-time students (especially when they are doing the internship) are going to be accommodated; as well as, the issue of having more interdisciplinary courses. The second reader, Dr. Schreyer, agreed with Dr. Baltzis' assessment and stated that it was a well-written proposal with some minor discrepancies that Dr. Baltzis already identified. Dr. Schreyer added that this program would enable the University to build on the current offerings and expand into a multi-disciplinary service to their students. He also stated the program makes a poignant point surrounding the emerging needs of Gen Z-ers and an action-based internship. Both Drs. Baltzis and Schreyer provided recommendations regarding electives, part-time students, and internships. Dr. Baltzis recommended the program for approval to move forward to the Presidents' Council. The second reader, Dr. Schreyer, concurred. Dr. Aydin seconded the recommendation to move the proposal forward to the Presidents' Council. The motion was carried. Dr. Hollister rescued.

D. New Jersey City University

1. B.S. in Business Information Systems, CIP 52.13

First Reader: James Burkley, Rutgers University

Second Reader: Deborah Preston, Raritan Valley Community College

The first reader, Mr. Burkley, was present but unavailable. The second reader, Dr. Preston, stated that the proposal demonstrated a clear need for information systems professionals in the area. The curriculum mapping and the assessment plan were clear, detailed and aligned with the program's learning outcome. Dr. Preston added that the consultant was very qualified and thorough and found no problems with the proposal. The University responded to the consultant's comments, and nothing needed to be corrected. Permission was granted by Dr. Preston to move the proposal forward to the President's Council. Dr. Castilla seconded the recommendation to move the proposal forward to the Presidents' Council. The motion was carried. Dr. Henderson and Dr. Aydin recused.

2. M.S. in Cybersecurity, CIP 11.1003

First Reader: Jeffrey Osborn, The College of New Jersey

Second Reader: Linda Scherr, Middlesex Community College

Dr. Osborn stated the proposal fit with the institution's mission and aligned with the institution's strategic plan and strategic priority goals. Six institutions with similar M.S. degrees in Cyber Security were listed (i.e. three of which have NSA/DHS. designations as a Center for Academic Excellence). The consultant was highly qualified and conducted a virtual campus visit. Dr. Osborn quoted the consultant as stating, "*the most attractive part of the proposed curriculum is that it's aligned with the NSA/DHS knowledge units.*" Dr. Osborn added that being a Center of Excellence for Cyber Defense education, the course alignment is an essential ingredient to attract substantial funding (e.g., National Science Foundation, NSA, DHS) in the form of scholarships and research grants. Dr. Osborn stated that there were no substantive recommendations nor concerns raised by other institutions regarding this proposal. Dr. Osborn recommended to move the proposal forward to the Presidents' Council. Dr. Scherr seconded the motion. The motion was carried. Dr. Henderson and Dr. Aydin recused.

E. New Jersey Institute of Technology

1. M.S. in Biology of Health, CIP 26.0102

First Reader: Joseph R. Marbach, Georgian Court University

Second Reader: Marsha Pollard, Berkeley College

Dr. Marbach stated that this proposal meets all the statutory requirements, does not exceed mission nor demand additional resources, and is not unduly duplicative. Dr. Marbach added that in terms of quality, the consultant was highly qualified, and the report was very thorough and thoughtful in the application of quality indicators as adequately addressed in reporting requirements. In terms of program resources, the objectives of the program were sound and clearly stated. Moreover, the learning objectives, outcomes, and program review were well articulated and regularly measured. Dr. Marbach states that this fits with the mission and strategic plan of the University and that there is sufficient demand. Dr. Marbach reported that the consultant had eight (8) minor recommendations whereby seven (7) of which were accepted by NJIT and (1) would be revisited by NJIT in the future (i.e., the establishment of concentrations within the program). Although the relevant budget was not provided, the Board of Trustees' resolution was included. There were no objections from any other schools or institutions in the state, and therefore Dr. Marbach recommended approval without condition to move the proposal forward to the Presidents' Council. The second reader, Dr. Pollard, concurred with Dr. Marbach. Dr. Stout seconded the recommendation to move the proposal forward to the Presidents' Council. The motion was carried. Dr. Baltzis recused.

F. Rutgers, The State University of New Jersey

1. M.S. in Epidemiology, CIP 26.1309

First Reader: Basil Baltzis, New Jersey Institute of Technology

Second Reader: Nurdan Aydin, New Jersey City University

Dr. Baltzis stated that the consultant was well-qualified. He reported the consultant raised the four points. The first point was related to learning objectives which needed some refinement since they were similar to those in the epidemiology concentration. The second point was to suggest a formal market study to determine the demand. The third point was to engage alumni and leverage connections with the pharmaceutical industry to ensure that curriculum is aligned with the needs of the workforce to the workplace. The fourth point was the suggestion to reduce the thesis credits requirements from six to three and to include an additional course. Dr. Baltzis states that Rutgers did a very nice job in addressing the concerns raised by the consultant. Dr. Baltzis recommended the program for approval to move forward to the Presidents' Council. The second reader, Dr. Aydin, concurred. Dr. Toney seconded the motion. The motion was carried. Mr. Burkley recused.

V. Other Action Items

A. Stockton University

1. Conversion of Concentration from B.A. in Studies in the Arts, Performing Arts Concentration to B.A. in Performing Arts, CIP 50.0101

First Reader: Joseph R. Marbach, Georgian Court University

Second Reader: David Stout, Brookdale County Community College

Dr. Marbach reported on converting a concentration into a full program at Stockton. All art majors (visual and performing) were a single academic program called "Studies in the Arts" encompassing degree programs with a shared budget and facilities. Visual arts and performing arts are now, and have been for many decades, independent academic programs with separate facilities and budgets thus allowing each to have their specific baccalaureate designations to continue with their current administrative structure. The request has the full support of the performing arts faculty. In requesting a waiver of an external consultant, the University was required to answer nine questions which were answered satisfactorily and all questions in terms of any statutory requirements did not apply. Dr. Marbach added if we look at other matters of quality, regarding program and resources, the objectives are sound, the learning objectives are also adequately articulated. Dr. Marbach stated that it was unclear how courses are assessed. The demand analysis was convincing at the national level but was lacking at the state level. The demand analysis needs a national assessment of the number of jobs. In terms of the resources, no additional resources were needed, however the budget was not provided. Dr. Marbach recommended the program for approval to move forward to the Presidents' Council. The second reader, Dr. Stout, concurred. Dr. Preston seconded the recommendation to move the proposal forward to the Presidents' Council. The motion was carried.

2. Conversion of Concentration from B.A. in Studies in the Arts, Visual Arts Concentration to B.A. in Visual Arts, CIP 50.0702

First Reader: Deborah Preston, Raritan Valley Community College

Second Reader: James Burkley, Rutgers University

Dr. Preston stated the degree encompassed visual and performing arts with separate tracks and sub-concentrations within those tracks; had been operating as separate degrees and facilities and need to formally separate because they are attempting accreditation. Dr. Preston noted that nothing is changing about the facilities or resources and there will still be three concentrations within this visual arts program. She also added that objectively compared to some other disciplines, enrollment has not declined over the years. Moreover, Dr. Preston stated the conversion has been approved internally by their Senate and Board; there were no objections from any of the schools, hence Dr. Preston recommended approval of a standalone visual arts degree to move forward to the Presidents' Council. The second reader, Mr. Burkley, added two comments on this program announcement. His first comment, referred to pages 12-13, the institution failed to include Rutgers. His second comment, referred to page 31, shows that the degree requires 128 credits, although State law requires 120 credits unless certain conditions are met. The floor opened for discussion.

Discussion on the 120-credit statutory requirement. Mr. Taylor stated the statutory requirement that applies to public four-year institutions to cap their bachelor's degree credit maximum 120 credits, with three allowable exceptions. It was also noted that 120-semester credits would equate to 180 quarter credits, and *Stockton University's 128-credits corresponds to the statutory 120-credit requirement.*

Dr. Preston recommended the program for approval to move forward to the Presidents' Council. The second reader, Mr. Burkley, concurred. Dr. Aydin seconded the recommendation to move the proposal forward to the Presidents' Council. The motion was carried.

VI. Licensure

A. Georgia Central University

www.state.nj.us/highereducation/higheddocs/GCU_petition_2019.pdf

password: 2019!khaKi

First Reader: Robert Schreyer, Mercer County Community College

Second Reader: Rafael Castilla, Eastwick College

Dr. Schreyer indicated that this proposal is to continue to offer a B.A. in Theological Studies and Master of Business Administration. He highlighted that there are some areas that needed clarification, especially the issues related to licensure vs. re-licensure application. The institution did not apply within 8 months prior to their licensure expiring date. Dr. Schreyer indicated that information on monitoring and evaluations was not provided. The religion-based program is designed for specific demography and community. The consultants were well-qualified, but the report was minimal. However, the institution provided enough information to satisfy the A.I.C. requirements, including resources, tuition, faculty, library, student services, and facilities. Dr. Schreyer suggested moving this proposal to the President's Council. The second Reader, Dr. Castilla, agreed with Dr. Schreyer's report and suggested updating the A.I.C. guidelines for re-licensure application to include financial information on their performance during the years that they have been licensed to assess the financial sustainability of the programs. Dr. Capuano seconded the motion.

VII. For Your Information

A. Atlantic Cape Community College

- New Certificate Program
 - Graphic Design Certificate, CIP 50.0409
- Option
 - A.A.S. Cybersecurity Option, Computer Systems Support, CIP 11.0301
- Two Termination of Programs
 - Performing Arts Option, Liberal Arts, A.A., CIP 24.0101
 - Windows Server (Certificate of Achievement), CIP 11.1001

B. Eastwick College

- Nomenclature change **from** A.A.S. in Business and Hospitality Management **to** A.A.S. in Business, CIP 52.0201
- Nomenclature change **from** Office and Accounting Administration Certificate **to** Business Operations and Accounting Certificate, CIP 52.0201
- Termination of Certificate in Computer Concepts and Applications, CIP 52.0407

C. Fairleigh Dickinson University

- Nomenclature change **from** M.A. in Student Services Administration **to** M.A. in Higher Education Administration, CIP 130406
- Two New Certificates
 - Certificate in Restaurant Entrepreneurship, CIP 52.0909
 - Certificate in Hotel and Restaurant Franchising, CIP 52.0702

D. Hudson County Community College

- Option in Pre-Nursing to Existing A.S. in Medical Sciences Pre-Professional, CIP 51.1105

E. Mercer County Community College

- Nine New Certificates
 - Computer Support Specialist, CIP 521299
 - Web Development, CIP 521201
 - Database Concepts and Skills Associate, CIP 11.0201
 - IT System Analyst Associate, CIP 52.1201
 - Oracle SQL Programming/Database Design Specialist, CIP 11.0201
 - Commercial Photography, CIP 500101
 - Dance, CIP 500101
 - Professional Acting, CIP 500101
 - Entrepreneurial Management, CIP 52.0701
- New Option
 - A.A.S. Audio Production, CIP 10.0203
- New Concentration
 - A.A.S. Information Technology/Cybersecurity Concentration I.T. Cyber, CIP 110201

F. Monmouth University

- New Undergraduate Program Option: African Diaspora Studies Minor, School of Humanities and Social Sciences, effective fall 2021, CIP 05.0101
- Shelving of Graduate Program Option: Concentration in Real Estate in the M.B.A. program, Leon Hess Business School, effective fall 2022, CIP 52.0201

- Shelving of Three Program Options in the Department of Nursing, School of Nursing and Health Studies, effective fall 2021
 - R.N. to B.S.N., CIP 51.3801
 - Undergraduate Certificate in Nursing, CIP 51.3801
 - MSN in Nursing Administration, CIP 51.3802
- Graduate Program Option Change in Nomenclature in the Master of Social Work, School of Social Work from "Concentration" to "Specialization," effective fall 2021, CIP 44.0701
 - Clinical Practice with Families and Children
 - Global and Community Practice
- Change in Credits in Graduate Certificate Geographic Information Systems from 15 to 12 credits, School of Humanities and Social Sciences, effective fall 2020, CIP 45.0702

G. Montclair State University

- Three Nomenclature Changes
 - B.A. in Communication and Media Arts is now B.A. in Communication and Media Studies
 - B.A. in Journalism is now B.A. in Journalism and Digital Media
 - B.A. in Public Relations is now B.A. in Social Media and Public Relations

H. Ramapo College

- Minor in Climate Change, Policy and Action, CIP 030103

I. Rutgers, The State University of New Jersey

- Change in C.I.P. Code for M.F.A in Design **from** 50.0401 **to** 09.0702
- New Option with change of credits, **from** M.A.P. with 42 credit requirement **to** M.A.P., Multi-Tiered Systems of Support with 30 credit requirement, CIP 42.2813
- Three New Graduate Certificates
 - Graduate Certificate in Cybersecurity in Electrical and Computer Engineering, CIP 14.1099
 - Graduate Certificate in Machine Learning for Electrical and Computer Engineers, CIP 14.1099
 - Graduate Certificate in Performance Psychology, CIP 42.2815

J. Sussex County Community College

- New Program Option, A.A.S. in Technical Studies, Robotics Technology Option, CIP 15.9999
- Nomenclature Change **from** A.A.S. in Graphic Design, Social Media Option **to** A.A.S. in Graphic Design, Digital Marketing Option, CIP 50.0409

K. The College of New Jersey

- New Graduate Certificate
 - Supervisor Certificate, CIP 13.1205

VII. Old Business

A. Mercer County Community College (Initially submitted in 2018)

1. A.A.S. Security Systems Technology, CIP 47.0110

First Reader: Rafael Castilla, Eastwick College

Second Reader: Nurdan Aydin, New Jersey City University

Dr. Castilla indicated that MCCC initially started this proposal in 2014 and submitted it to A.I.C. in 2018. During the May 2018 meeting, the proposal was returned to the institution to

revise the assessment plan. MCCC resubmitted the proposal in July 2021 and revised the curriculum to reflect the change in the 60-credit limitation for associate degrees. The institution renewed the Board of Trustees' resolution to reflect the changes in the proposal. The revised assessment plan includes well-articulated program learning outcomes. Although there are still some issues for program learning assessment, the institution provided enough information procedurally. Dr. Castilla emphasized that A.I.C. is not an accreditor and thus he recommended the program for approval to move forward to the Presidents' Council. The second reader, Dr. Aydin, concurred. Dr. Preston seconded the motion. The motion was carried. Dr. Schreyer recused.

Recommendation to the A.I.C.: Both reviewers expressed their concerns about the lack of resubmission guidelines concerning binding timelines and recommended establishing a timeline for resubmission to maintain the prevalence and the validity of the information in all areas of the proposal.

B. Montclair State University

1. B.A. in Asian Languages and Cultures, CIP 15.03300

First Reader: Roberta Harvey, Rowan University

Second Reader: Robert Schreyer, Mercer Community College

Dr. Harvey reminded all that the proposal was returned to the institution to revise the program learning goals, which were very complex and ambitious given the nature of the program curriculum. She indicated that the proposal did not have a curriculum map showing how the program goals were to be achieved. Dr. Harvey reported that the institution revised the proposal, specially articulated a layer of student learning outcomes for those program goals, and outlined key points in the curriculum where outcomes will be assessed. These revisions addressed her concerns about the complexity of the original program goals, which were reduced from six to three. Dr. Harvey indicated that the institution exceeded the expectation by revising the program goals and thus she recommended the program to move forward to the Presidents' Council. The second reader, Dr. Schreyer, concurred. Dr. Marbach seconded the motion. The motion was carried. Dr. Hollister recused.

C. Ocean County College

1. A.S. in Advanced and Continuous Studies, CIP 24.0101

First Reader: Deborah Preston, Raritan Valley Community College

Second Reader: Jon Connolly, Sussex County Community College (absent)

Dr. Preston highlighted that at least part of the issues of this proposal is related to the new program structure, known as the 3+1 program. She indicated that there had been many discussions and some recommendations since the proposal was returned to the institution. Dr. Preston stated that the proposal is very general and allows the integration of a wide range of programs as long as they have a certain number of 200-300 level courses approved by the transfer institution. Hence, the assessment plan is very generic. Dr. Preston noted that the institution provided a support letter from the four-year partner institution, although it was not

required nor asked to do so. Also, she indicated that this proposal appears to align with the 3+1 bridge program requirements currently under consideration. Dr. Preston recommended the proposal to move forward to the Presidents' Council. Dr. Aydin reported that Dr. Connolly's written comments are in line with Dr. Preston. The motion was carried.

D. Rowan College of South Jersey

1. A.A.S. in Advanced and Continuous Studies, CIP 24.0101

First Reader: Jon Connolly, Sussex County Community College (absent)

Second Reader: Marsha Pollard, Berkeley College

On behalf of Dr. Connolly, Dr. Aydin read his comments focusing on the new bridge (3+1) program. The proposal was resubmitted without any modification. Although the bridge program was not discussed in detail, this proposal has the same characteristics as the previous proposal. In his report, Dr. Connolly recommended this proposal to move forward to the Presidents' Council under the umbrella of the new understanding of the bridge program. The second reader, Dr. Pollard, agreed that the proposal aligned with the new bridge structure and recommended moving forward to the Presidents' Council. Dr. Preston, first reader of the previous proposal, confirmed that this proposal fits in the same category as the previous proposal. Dr. Preston seconded the motion. The motion was carried. Dr. Harvey recused.

VIII. New Business

[Discussion on the 3+1 program](#)

Dr. Preston summarized the major points of the 3+1 recommendations:

- a) Bridge programs should be proposed with general program, including outcomes of general description of the third year courses;
- b) A support letter should indicate that 4-year institution reviewed the three year courses and the qualifications of the faculty.
- c) The three year courses will be transferred to the 4-year institution.
- d) College can track their advanced and continuous studies with the same institution as information items if they begin one of these programs with a new institution, they need a letter of support.

Dr. Preston suggested that AIC manual should be codified and updated to provide a clear explanation for reviewers and applicants.

Dr. Capuano raised some questions about the 3+1 bridge program, including its generic nature. During the meeting, it was emphasized that so far, the approved programs belonging to this category are advanced and continuous studies, offering both A.S. and A.A.S. degrees.

Dr. Preston and her team will codify the AIC manual as a draft for review at the next scheduled AIC meeting.

Update

Mr. Taylor provided updates from the State regarding the regulatory proposals including approval of international branch campuses and what private schools have to do. He emphasized that the document is currently still under review with the Governor's Office.

Mr. Taylor also stressed the importance of separating proposals in the interim. For instance, branch campus requirements that are in the Statute go into effect in September. He indicated that the Statute is fairly prescriptive so institutions seeking to establish a branch campus would be required to obtain approval from his office. Moreover, program standards will not exist until the regulations are adopted, even though the Statute authorizes his office to create them. Lastly, he stated financial monitoring of independent institutions is a separate process and regulations will go into effect on September 1, but independent institutions with an imminent risk of closure should notify his office. A six-month warning regarding upcoming changes was provided. The institutions have been notified prior to the effective date of the statutory changes.

The meeting was adjourned at 12:51 pm