

New Jersey Presidents' Council
Academic Issues Committee
October 5, 2018, 10:00 a.m.
Conference Call

MINUTES

Presidents: Sue Henderson (Chair), Jon Connolly, David Haney, Anthony Munroe, David Stout

Also Participating: Nurdan Aydin, Basil Baltzis, Jacki Belin, James Burkley, Beth Castiglia, Rafael Castilla, Joanne Cote-Bonanno, Will de Veyga, Roberta Harvey, Jeffrey Herron, William Keep, Robert Kleinschmidt, Jennifer Palmgren, Jeff Toney, Lori Vermeulen

Eric Taylor, Allison Samay, Rose Mary Reilly

I. Call to Order / Roll Call

II. Approval of Minutes of the August 24, 2018 Meeting

The minutes of August 24, 2018 were accepted as written.

III. Report from the Chair

President Henderson welcomed everyone on the call. The NJPC Executive Committee suggested changes to the revisions of the AIC Manual.

Proposed revised changes to the AIC Manual: - changes in RED

ORIGINAL VERSION

2. Possible Outcomes

a. If the AIC determines that there are outstanding issues and/or questions remaining in regard to the proposal, the proposal will be returned to the institution for modification and/or correction before resubmission. The AIC must provide specific reasons for the return of the proposal. The institution may choose not to resubmit.

REVISED VERSION

2. Possible Outcomes

*a. If the AIC determines that there are outstanding issues and/or questions remaining in regard to the proposal, the proposal will be returned to the institution for modification and/or correction before resubmission. The AIC must provide specific reasons for the return of the proposal. **These reasons must be detailed and clear enough for the institution to remediate the program proposal. Under no circumstances can the committee add concerns related to new issues after this first***

return of the proposal. In its resubmission, the institution should provide responses to the issues raised by the AIC and include a copy of the original proposal. The institution may choose not to resubmit.

*b. If the resubmission does not respond adequately to the committee's **concerns**, the AIC may return the proposal to the institution for response. Upon receipt of the third resubmission, the AIC will consider the proposal and forward its recommendation to the Presidents' Council. The Presidents' Council, or Executive Board acting on its behalf, will inform the submitting institution of its action or, in those instances requiring action by the Secretary of Higher Education, of its recommendation to the Secretary of Higher Education.*

The AIC Committee agrees with the revised version.

Dr. Harvey requested further clarification from the NJPC, that the quality of service is done by the Consultant and not by the AIC. Dr. Henderson will obtain clarity.

Dr. Harvey recommends that the Consultant CV does not need to be included when distributing a proposal to colleges and universities requesting a letter of support for the program. Dr. Harvey moved, seconded by Dr. Connelly. The motion was carried. Dr. Herron abstained.

Eric Taylor provided a brief summary of the Licensure process as reported at the NJPC Executive Committee meeting.

IV. New Programs

A. Mercer County Community College

1. AAS Degree in Advanced Manufacturing Technology CIP Code 14.3601
First Reader: Mark McCormick, Middlesex County College
Second Reader: David Haney, Centenary University

*Dr. Herron reported in the absence of Dr. McCormick

Dr. Herron summarized the submitted proposal stating the institution clearly articulated their objectives and they align with the institutions goals. The proposed new degree program appears to meet all AIC criteria for approval. The only concern is the proposed start date January 2018, this would need to be adjusted to reflect the current timeline. The plan evaluation for the program is unclear, a more concise rubric assessment is required. Dr. Haney concurred with Dr. Herron's summary. Dr. Herron moved, seconded by Dr. Haney to recommend this proposal to the Presidents' Council with the understanding the institution will provide an updated Assessment Plan and a concise rubric. The motion was carried. Dr. Kleinschmidt abstained.
Action Item: Request the institution to submit an updated Assessment Plan and a concise rubric.

2. AAS Degree in Security Systems Technology CIP Code 47.0110
First Reader: Rafael Castilla, Eastwick College
Second Reader: Nurdan Aydin, NJCU

Dr. Castilla summarized the submitted proposal stating it is aligned with the goals of the institution. The learning outcomes require minor cosmetic changes. Dr. Aydin concurred with Dr. Castilla's summary. Dr. Castilla moved, seconded by Dr. Aydin to recommend the proposal to the Presidents' Council with the understanding the institution will provide revised articulation of learning outcomes.

Action Item: Request the institution to submit revised learning outcomes.

B. Monmouth University

1. Master of Science in Athletic Training CIP Code 51.0913
First Reader: Jeff Toney, Kean University
Second Reader: Roberta Harvey, Rowan University

Dr. Toney summarized the proposal, confirming that the program is consistent with the programmatic mission and institutional strategic plan and all required proposal elements were submitted. The program evaluation and learning outcomes plan provides an adequate methodology to support assurance of quality. The consultant is well qualified, conducted a substantive and detailed analysis based on a site visit, and recommended approval with minor modifications. The institution's response to the consultant's report is sufficient. However, the consultant was unable to visit the physical facilities where the program is to be housed. Given that the facilities for the program are specialized and therefore integral to successful implementation, this aspect of the site visit should be completed. Dr. Harvey concurred with Dr. Toney's findings. Dr. Toney moved and Dr. Harvey seconded that the proposal be returned to the institution for resubmission. The motion carried.

Action Item: The proposal will be returned to the institution to resubmit the proposal with evidence of the consultant's completion of a site visit to the facilities where the program is to be housed.

C. Montclair State University

1. Bachelor of Arts in Language, Business and Culture CIP Code 30.0000
First Reader: Roberta Harvey, Rowan University
Second Reader: William Keep, TCNJ

Dr. Harvey summarized the submitted proposal stating it has strong program objectives, the consultant was highly qualified and feedback was provided by the institution. Dr. Keep concurred with Dr. Harvey's summary. Dr. Harvey moved, seconded by Dr. Keep to recommend this proposal to the Presidents' Council. The motion carried. Dr. Cote-Bonanno abstained on behalf of Dr. Gingerich.

2. Master of Science in Cybersecurity CIP Code 11.1003
First Reader: Basil Baltzis, NJIT
Second Reader: Lori Vermeulen, Stockton University

Dr. Baltzis summarized the submitted proposal stating it is aligned with the goals of the institution. The consultant is well qualified and visited the institution in 2017. Dr. Vermeulen concurred with Dr. Baltzis summary. Dr. Baltzis moved, seconded by Dr. Vermeulen to recommend this proposal to the Presidents' Council. The motion was carried. Dr. Cote-Bonanno abstained on behalf of Dr. Gingerich.

D. The College of New Jersey

1. Bachelor of Arts in Biology CIP Code 26.0101
First Reader: James Burkley, Rutgers University
Second Reader: Jeff Toney, Kean University

Mr. Burkley summarized the submitted proposal stating all requirements were met and the consultant is well qualified. Dr. Toney concurred with Mr. Burkley's summary. Mr. Burkley moved, seconded by Dr. Toney to recommend this proposal to the Presidents' Council. The motion carried. Dr. Keep recused on behalf of The College of New Jersey.

E. Yeshiva Chemdas Hatorah

1. Associate Talmudic Studies CIP Code 39.0606
First Reader: Jianping Wang, Mercer Community College
Second Reader: Beth Castiglia, Berkeley College

*Robert Kleinschmidt reported in the absence of Dr. Wang.

Dr. Kleinschmidt summarized the submitted proposal stating it is a strong program, the institution is currently offering a Bachelor of Talmudic Studies and the consultant was strong. Dr. Castiglia concurred with Dr. Kleinschmidt's summary. Dr. Kleinschmidt moved, seconded by Dr. Castiglia to recommend this proposal to the Presidents' Council. The motion carried.

F. Yeshiva Gedolah Keren Hatorah

1. Associate Talmudic Studies CIP Code 39.0606
First Reader: Jon Connolly, Sussex County Community College
Second Reader: Willard Gingerich, Montclair State University

Dr. Connolly summarized the submitted proposal stating the report is descriptive and site visit very productive, the institution is currently offering a Bachelor of Talmudic Studies. Dr. Gingerich concurred with Dr. Connolly's summary. Dr. Connolly moved, seconded by Dr. Gingerich to recommend this proposal to the Presidents' Council. The motion carried.

V. Other Action Items

VI. For Your Information

A. Kean University

1. New Option – B.A. Mathematical Sciences, Actuarial Science CIP Code 27.9999

B. Montclair State University

1. Intent to Terminate Program – Ed.D. in Pedagogy and Philosophy CIP Code 13.0101

C. Rowan College of Gloucester County

1. Certificate of Achievements (COA)
 - Website Development CIP Code 110801
 - Management CIP Code 421501
 - Technology Help Desk Support CIP Code 110201
 - Computer Graphic Arts Print Design CIP Code 110803
 - Computer Graphic Arts Interactive/Game Design CIP Code 110803
 - Digital Marketing CIP Code 421501
 - Business Software Tool CIP Code 110201
 - Accounting CIP Code 520302

D. Sollers College

1. New Certificate Program – Big Data Analytics CIP Code 52.1301

E. Thomas Edison State University

1. Graduate Certificate Program – Emergency Management CIP Code 43.0302

VII. Old Business

A. County College of Morris

1. Associate in Applied Science in Paramedic Science. CIP Code 51.0904. (Previously submitted August 24, 2018)
First Reader: Mark McCormick, Middlesex County College
Second Reader: Rafael Castilla, Eastwick College

*Chair Henderson reported on behalf of Dr. McCormick.

Dr. Castilla summarized the resubmitted proposal stating the proposal was returned to the institution from our August 24, 2018 meeting requesting the evidence of an On Site Visit by the consultant. The resubmitted proposal includes the required On Site Visit information. Dr. Henderson concurred with Dr. Castilla's summary. Dr. Castilla moved, seconded by Dr. Henderson to recommend this proposal to the Presidents' Council. The motion carried.

B. Thomas Edison State University

1. Doctor of Business Administration CIP Code 52.0201. (Previously submitted May 23, 2018)
First Reader: Willard Gingerich, Montclair State University
Second Reader: James Burkley, Rutgers University

Mr. Burkley reported for Dr. Gingerich, who summarized the resubmitted proposal stating the proposal was returned to the institution from our May 23, 2018 meeting requesting for a second reviewer who has qualifications and credentials appropriate to a doctoral level program in business. The resubmitted proposal includes the appropriate level and a good quality consultant report. Mr. Burkley concurred with Dr. Gingerich's summary. Dr. Gingerich moved, seconded by Mr. Burkley to recommend this proposal to the Presidents' Council. The motion carried.

VIII. New Business