

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

Via Conference Call

Minutes

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

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

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

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

I. Call to Order/Roll Call

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

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

III. New Programs

A. Kean University

1. Doctor of Physical Therapy (51.2308)

First Reader: James Burkley, Rutgers University

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

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

B. Ocean County College

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

First Reader: Gale Gibson, Essex County College

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

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

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

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

Second reader: Rafael Castilla, Eastwick College

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

C. Rowan College at Gloucester County

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

First Reader: Jeff Toney, Kean University

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

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

D. Rowan University

1. Bachelor of Arts in Biological Sciences (26.0101)

First Reader: Sue Henderson, New Jersey City University

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

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

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

First Reader: Willard Gingerich, Montclair State University

Second Reader: Susan Davenport, Stockton University

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

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

3. Bachelor of Arts in Human Services (44.0000)

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

Second Reader: Jeff Toney, Kean University

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

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

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

Second Reader: Basil Baltzis, NJIT

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

E. The College of New Jersey

1. Bachelor of Arts in Public Health(51.2201)

First Reader: James Burkley, Rutgers University

Second Reader: Willard Gingerich, Montclair State University

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

IV. Other Action Items

None to review

V. For Your Information

A. Atlantic Cape Community College

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

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

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

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

B. Brookdale Community College

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

C. Camden County College

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

D. Fairleigh Dickinson University

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

E. Hudson County Community College

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

F. Montclair State University

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

G. The College of New Jersey

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

VI. Old Business

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

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

First Reader: Jeff Toney, Kean University

Second Reader: Roberta Harvey, Rowan University

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

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

First Reader: Jeff Toney, Kean University

Second Reader: Roberta Harvey, Rowan University

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

VII. New Business

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

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

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

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

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

The meeting adjourned at 11:15 am.

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

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