

**New Jersey President's Council
Academic Issues Committee
December 2, 2016
10:00 am (via conference call)
Caldwell University**

Minutes

Present: Nancy Blattner (Chair)

Present (Presidents): Christopher Capuano, R. Barbara Gitenstein, Sue Henderson, Joann LaPerla-Morales

Also Present: Basil Baltzis, Beth Castiglia, Nancy Becker, James Burkley, Rafael Castilla, Willard Gingerich, Margaret Hamilton, Roberta Harvey, Robert Klein Schmidt, Edward Ogle, Jeff Toney, Lori Vermeulen

Also Present: Allison Samay, Eric Taylor

Recording: Sharon Kievit

- I. Call to Order/Roll Call
- II. Approval of the Minutes of the November 4 meeting

The minutes of the November 4 meeting were accepted as written.

III. New Programs

A. Atlantic Cape Community College

1. Psychology, Associate in Arts (42.0101)

First Reader: Joann LaPerla-Morales, Middlesex County College

Second Reader: Jianping Wang, Mercer County Community College*

*Dr. Nancy Becker reported in the absence of Dr. Jianping Wang.

Dr. LaPerla-Morales summarized the submitted proposal stating that it is a program conversion. The program is being converted to a full degree due to proposed changes in the Liberal Arts AA degree which do not align with the Psychology option. Dr. LaPerla-Morales and Dr. Becker concurred that the assessment plan is weak and needs to be strengthened. The assessment needs to include outcomes on each course level. The Student Learning Outcomes and the Program Learning Outcomes need to be differentiated.

Action Item: The proposal will be returned to institution so that the above-mentioned issues can be addressed.

B. College of Saint Elizabeth

1. Master of Science in Data Analytics (11.0101)

First Reader: Anne Prisco, Felician University*

Second Reader: Christopher Capauno, Fairleigh Dickinson University

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

Dr. Ogle summarized the submitted proposal stating that it supports the institution's strategic plan and mission, includes an adequate assessment plan and qualified consultant's report that contains constructive comments. Dr. Capauno concurred with Dr. Ogle's review concurring that the assessment process needs to be more explicit. After discussion, the committee agreed that the proposal should be moved forward to the NJPC. It was moved by Dr. Ogle, and seconded by Dr. Capauno, that this request be recommended to the President's Council. The motion carried. (Dr. Baltzis and Dr. Hamilton abstained since they could not open the file).

C. Cumberland County Community College

1. AA – Child Advocacy Program

First Reader: Rafael Castilla, Eastwick College

Second Reader: Nancy Becker, Caldwell University

Dr. Castilla summarized the submitted proposal stating that the new program application for the institution's AA in Child Advocacy program is incomplete. The institution must revise the learning outcomes assessment plan to include a curriculum map and add to the application the missing components listed below:

- New Program Application Checklist
- Board resolution
- Letters of support (if any)
- Statement of no objections
- Institutional response to the consultant's report

Dr. Becker concurred with Dr. Castilla's summary.

Action Item: The proposal will be returned to institution so that the above-mentioned issues can be addressed.

IV. Other Action Items

V. For Your Information

A. County College of Morris

1. Termination – AAS in Computer Information Systems Technical Support Option

B. Georgian Court University

1. Nomenclature Change – MA in Criminal Justice to MA in Criminal Justice and Human Rights (43.0104)

C. Middlesex County College

1. Certificate of Achievement in American Sign Language (16.1699)
 2. Termination of Programs
- Computer Help Desk Administration Certificate of Achievement (CIP Code: 111001)
 - Hotel Operations Certificate of Achievement (CIP Code: 520904)
 - Information Systems Security Certificate of Achievement (CIP Code: 111001)
 - Paralegal Studies Certificate of Achievement (CIP Code: 220302)
 - Restaurant Operations Certificate of Achievement (CIP Code: 520904)
 - Small Business Management/Entrepreneurial Studies Certificate of Achievement (CIP Code: 520703)
 - Windows/PC Support Certificate of Achievement (CIP Code: 151202)
 - Criminal Justice – Corrections Administration Certificate (CIP Code: 430113)
 - Fire Science Certificate (CIP Code: 430201)
 - Graphics for Digital Media Certificate (CIP Code: 100399)
 - Management and Support Services Certificate (CIP Code: 521201)
 - Small Business Management/Entrepreneurial Studies Certificate (CIP Code: 520703)
 - Teacher Aide Certificate (CIP Code: 131501)

D. Monmouth University

1. Shelving – Master of Science in Homeland Security in the School of Humanities and Social Sciences, effective Spring 2017 (43.0301)
2. Change in P-3 Early Childhood Endorsement in the School of Education from 13 credits to 25 credits, effective Fall 2017 (13.1210)
3. Change in CIP Codes in 18 academic programs, effectively immediately

Program	New	Former
Applied Behavior Analysis	42.2814	13.1205
Graduate Endorsement: Bilingual/Bicultural	13.0201	13.0101
Graduate Endorsement: Chinese- CEAS	13.0201	13.0101
Graduate Endorsement: Early Childhood	13.1210	13.0101
Graduate Endorsement: English as a Second Language	13.1401	13.1401
Graduate Endorsement: Student Assistance Coordinator	51.1501	13.0101
Graduate Endorsement: Teacher of Students with Disabilities	13.1017	13.1007
Human Resources Management and Communications	52.1099	09.0902
Post-Master's Certificate in Accounting	52.0301	52.0301
Post-Master's Certificate Play Therapy	44.0701	44.0799
Post-Master's Endorsement: Director of School Counseling Services	13.1101	13.0101
Post-Master's Endorsement: Learning Disabilities Teacher Consultant	13.1011	13.0101
Professional Counseling	13.1101	51.1508
Public Service Communication Specialist	09.9999	N/A (New)
School Nursing - Non Instructional	51.3899	51.3808
Software Development	14.0901	11.0201
Spanish Language	16.0905	16.9999
Undergraduate Certificate in Nursing	51.3801	N/A (New)

E. Ocean County College

1. Certificate of Proficiency in Accounting (52.0301)

F. Passaic County Community College

1. Initiation of Certificate of Achievement – Information Technology Fundamentals (11.0103)

G. The College of New Jersey

1. Change in Degree Designation – BA in Public Health to BS in Public Health (51.2201)

VI. Old Business

A. Rowan College at Gloucester County

1. AS in Human Resources Management (52.1005) (Previously submitted 8-26-16)

First Reader: Willard Gingerich, Montclair State University

Second Reader: Jeff Toney, Kean University

Dr. Gingerich stated that the assessment plan needs more clearly articulated measures of student learning outcomes. With regard to the consultant and the consultant's report, Dr. Gingerich recommends that the institution consider another consultant whose credentials and experience more closely correspond to the Guidelines in Appendix D of the AIC Manual. The consultant should produce a substantive response to the Guideline questions, based in some part on a site visit. It should also be confirmed that an onsite consultant's visit did take place. Dr. Toney concurred with Dr. Gingerich's comments. (Dr. Harvey abstained).

Action Item: The proposal will be returned to the institution so that the above-mentioned issues can be addressed.

VII. New Business

Next meeting date – Friday, January 20 - 10:00 am via conference call

Conference Call information - [800-501-8979](tel:8005018979) and use the access code 618-3000 when prompted

Proposal Submission Date – Friday, January 6