New Jersey Presidents' Council Academic Issues Committee August 24, 2018, 10:00 a.m. New Jersey City University School of Business-Skyline Room

MINUTES

Presidents: Sue Henderson (Chair), *MaryAnn Baenninger, *Christopher Capuano, Jon Connolly, Mark McCormick

Also Participating: Nurdan Aydin, Basil Baltzis, James Burkley, Rafael Castilla, Will deVeyga, Willard Gingerich, Roberta Harvey, *Jennifer Palmgren, *James Piccone, *J. Brandon Shaw, *Jeff Toney, *Marianne Vakalis, Lori Vermeulen,

Eric Taylor, *Allison Samay, Rose Mary Reilly *Via Conference Call

I. <u>Call to Order / Roll Call</u>

II. <u>Approval of Minutes of the May 23, 2018 Meeting</u>

The minutes of May 23, 2018 were accepted as written.

III. <u>Report from the Chair</u>

President Henderson welcomed everyone to the New Jersey City University School of Business as this was her first meeting as the Chair.

IV. <u>New Programs</u>

A. Bais Medrash Mayan Hatorah

1. Associate Talmudic Studies (39.0606)

First Reader: Rafael Castilla, Eastwick College

Second Reader: Jianping Wang, Mercer County Community College*

*J. Brandon Shaw reported in the absence of Dr. Wang.

Dr. Castilla summarized the submitted proposal stating they clearly articulated their objectives and they align with the institutions goals. The consultant was qualified and didn't see any conflicts. There were five letters of support from other institutions. The Board Resolution documentation was missing. Dr. Shaw concurred with Dr. Castilla's summary. Dr. Castilla moved, seconded by Dr. Shaw to recommend this proposal to the Presidents' Council with the understanding that the institution provide the mandatory Board Resolution document. The motion carried. **Action Item:** Request the institution to submit the Board Resolution document.

B. Caldwell University

- 1. B.S. in Computer Science
 - First Reader: Basil Baltzis, New Jersey Institute of Technology Second Reader: James Burkley, Rutgers University

Dr. Baltzis summarized the submitted proposal stating it was complete and the consultant's report was thorough. Dr. Burkley concurred with Dr. Baltzis's summary. Dr. Baltzis moved, seconded by Dr. Burkley to recommend this proposal to the Presidents' Council. The motion carried

C. County College of Morris

1. Associate in Applied Science in Paramedic Science (51.0904) First Reader: Mark McCormick, Middlesex County College Second Reader: Rafael Castilla, Eastwick College

Dr. McCormick summarized the submitted proposal stating it was well written and aligned with the strategy. Dr. Castilla concurred with Dr. McCormick's summary. Dr. Castilla pointed out the proposal is missing the required On Site Visit evidence. Dr. McCormick moved, seconded by Dr. Castilla, that the proposal not be recommended to the Presidents' Council. The motion carried. **Action Item:** The proposal will be returned to the institution to resubmit the proposal with evidence of an On Site Visit by the consultant.

D. Cumberland County College

 Associate in Science Beverage Tourism/Tasting Room Management (12.0510) First Reader: Jon Connolly, Sussex County Community College Second Reader: Nurdan Aydin, New Jersey City University

Dr. Connolly summarized the submitted proposal for this niche. The proposal was written well and the consultant brings an expertise to this area. The proposal was missing the required Response to the Consultant's Report document. Dr. Aydin concurred with Dr. Connolly's summary. Dr. Connolly moved, seconded by Dr. Aydin, to recommend this proposal to the Presidents' Council with the understanding that the institution provide the mandatory Response to the Consultant's Report. The motion carried.

Action Item: Request the institution to submit the Response to the Consultant's Report document.

E. Montclair University

1. Bachelor of Arts in Public and Professional Writing (23.1301) First Reader: James Burkley, Rutgers University

Second Reader: Jennifer Palmgren, The College of New Jersey

Dr. Burkley summarized the submitted proposal stating the proposal was very detailed and the consultant was well qualified in the field of English and made specific recommendations that the University is implementing. Dr. Palmgren concurred with Dr. Burkley's summary. Dr. Burkley moved to recommend this proposal to the Presidents' Council. Dr. Palmgren seconded. The motion carried. Dr. Gingerich recused himself.

F. New Jersey City University

1. Bachelor of Fine Arts in Dance

First Reader: Jeff Toney, Kean University

Second Reader: Lori Vermeulen, Stockton University

Dr. Toney summarized the submitted proposal stating the proposal connected with the strategic plan of the University. The consultant was highly qualified and provided recommendations the institution has implemented. Dr. Vermeulen concurred with Dr. Toney's summary. Dr. Toney moved to recommend this proposal to the Presidents' Council. Dr. Vermeulen seconded. The motion carried. Dr. Henderson and Dr. Aydin abstained.

G. Passaic County Community College

1. Associate in Applied Science Pastry and Baking Arts (12.0501) First Reader: Shelly Schneider, Cumberland County College* Second Reader: Nurdan Aydin, New Jersey City University

*Dr. Piccone reported in the absence of Dr. Schneider.

Dr. Piccone summarized the submitted proposal was an extensive sustainable plan that links to the institutions strategy and that the consultant was highly qualified. Dr. Aydin concurred with Dr. Piccone's summary. Dr. Piccone moved to recommend this proposal to the Presidents' Council. Dr. Aydin seconded. The motion carried.

H. Rutgers University - Camden

1. M.S. in Forensic Science (43.0106)

First Reader: Christopher Capuano, Fairleigh Dickinson University

Second Reader: Basil Baltzis, New Jersey Institute of Technology

Dr. Capuano summarized the submitted proposal stating it was a strong proposal and well prepared and complete. The consultant was very qualified and the institution answered any concerns. Dr. Baltzis concurred with Dr. Capuano's summary. Dr. Capuano moved to recommend this proposal to the Presidents' Council. Dr. Baltzis seconded. The motion carried. Dr. Burkley abstained.

I. Rutgers University – New Brunswick

1. M.F.A. in Design (50.0401)

First Reader: Jennifer Palmgren, The College of New Jersey Second Reader: Jeff Toney, Kean University

Dr. Palmgren summarized the submitted proposal stating the plan aligns with the strategic plan of the University. The Consultant was well balanced and well qualified and visited the University in December. Dr. Toney concurred with Dr. Palmgren's summary. Dr. Palmgren moved to recommend this proposal to the Presidents' Council. Dr. Toney seconded. The motion carried. Dr. Burkley abstained.

V. Other Action Items

A. Florence Academy of Art – Re-licensure Petition The full petition can be accessed at: <u>http://www.state.nj.us/highereducation/higheddocs/FAA_Petition_2018.pdf</u> password: 2018\$Red

First Reader: Roberta Harvey, Rowan University

Second Reader: Jon Connolly, Sussex County Community College Dr. Harvey summarized the submitted re-licensure petition to offer college credit-bearing courses in New Jersey for a certificate program. The consulting team recommends licensure for the maximum period of five years. Dr. Connolly concurred with Dr. Harvey's summary. Dr. Harvey moved to recommend this proposal to the Presidents' Council. Dr. Connolly seconded. The motion carried.

B. Rutgers University – New Brunswick

 Master of Public Informatics (52.1301) – Conversion of Option to Full Program with Degree Designation Change First Reader: MaryAnn Baenninger, Drew University Second Reader: Roberta Harvey, Rowan University

Dr. Baenninger summarized the submitted conversion of Option to Full Program Status with Degree Designation Change: Master of City and Regional Planning, Public Informatics Option to Master of Public Informatics. This program has clear appropriate goals. Dr. Harvey concurred with Dr. Baenninger's summary. Dr. Baenninger moved to recommend this proposal to the Presidents' Council. Dr. Harvey seconded. The motion carried. Dr. Burkley abstained.

 B.A. in Japanese (16.0302) Conversion of Options to Full Program First Reader: Lori Vermeulen, Stockton University Second Reader: Shelly Schneider, Cumberland County College
 *Jim Piccone reported in the absence of Dr. Schneider.

Dr. Vermeulen summarized the submitted conversion of Option to Full Program Status: Bachelor of Arts in Japanese. Current faculty are sufficient to support this program. Dr. Piccone concurred with Dr. Vermeulan's summary. Dr. Vermeulen moved to recommend this proposal to the Presidents' Council. Dr. Piccone seconded. The motion carried. Dr. Burkley abstained.

3. B.A. in Korean (16.0303) Conversion of Options to Full Program First Reader: Willard Gingerich, Montclair State University Second Reader: Mark McCormick, Middlesex County College

Dr. Gingerich summarized the submitted conversion of Option to Full Program Status: Bachelor of Arts in Korean. The program is very detailed and mapped, showing interested growth. Dr. McCormick concurred with Dr. Gingerich's summary. Dr. Gingerich moved to recommend this proposal to the Presidents' Council. Dr. McCormick seconded. The motion carried. Dr. Burkley abstained.

VI. For Your Information

A. Atlantic Cape Community College

- 1. Terminated Programs
 - Paralegal Studies, A.S. (CIP: 22.0302) Legal Assistant/Paralegal
 - History Option, Liberal Arts, A.A. (CIP: 24.0101) Liberal Arts and Sciences/Liberal Studies
- 2. Program Initiations
 - Atlantic Cape Community College and Mercer County Community College to jointly offer a Medical Laboratory Technology, Associate in Applied Science degree. Mercer currently offers a Medical Laboratory Technology, A.A.S., which is accredited by the National Accrediting Agency of Clinical Laboratory Science (NAACLS).

B. Bergen Community College

- 1. New Program Options
 - a. Associate in Science, Professional Studies, Athletic Training option AS.PS.AT (240101)
- b. Associate of Fine Arts, Music option AFA.MUSC (240101)
- 2. Deletion of 14-degree program options:
 - Associates in Science, Professional Studies, Business Administration, Marketing option AS.PS.BUS.MKTG
 - Associates in Science, Professional Studies, Business Administration, Management option AS.PS.BUS.MGMT
 - Associates in Science, Professional Studies, Business Administration, Accounting option AS.PS.BUS.ACCT
 - Associates in Science, Professional Studies, Business Administration, International Trade option AS.PS.BUS.INTL
 - Associates in Applied Science, Business Technology, Hotel/Restaurant, General program AAS.BT.HR.GEN
 - Associates in Applied Science, Business Technology, Hotel/Restaurant, Catering & Banquet Management Option AAS.BT.HR.CATER
 - Associates in Applied Science, Business Technology, Hotel/Restaurant, Culinary Entrepreneurship Option AAS.BT.HR.CUL.EPR
 - Associates in Applied Science, Business Technology, Hotel/Restaurant, Event Planning and Management Option AAS.BT.HR.EVENT
 - Associates in Applied Science, Nursing, Mobile Evening program AAS.NURS.MOBLEVE
 - Associates in Applied Science, Nursing, Mobile Day program AAS.NURS.MOBLDAY
 - Associates in Applied Science, Nursing, Weekend program AAS.NURS.WE
 - Associates of Fine Arts, Music Business option AFA.MUSC.BUS
 - Associates of Fine Arts, Music Technology option AFA.MUSC.TECH
 - Associates of Arts, Fine & Performing Arts, Music option AA.FPA.MUSC

C. Camden County College

1. New Certificate Program – Alzheimer's Journey Coordinators ALZ.CA (51.0701)

D. College of Saint Elizabeth

- 1. Program Initiations
 - Nursing Pre-Licensure Program option for BSN degree (51.3801)
 - Nursing Leadership Track which is in addition to the current Nursing Education track in the current MSN degree (51.3808)

E. Cumberland County College

- 1. Change in Nomenclature
 - From: Liberal Arts/Public Relations A.A. To: Integrated Marketing Communications (IMC), A.A. – CIP Code 24.0101
 - From: Liberal Arts/Television & Digital Media Production A.A. To: Liberal Arts/Digital Media A.A. CIP Code 24.0101
 - From: Biomedical Science A.S.
 To: Biological Science A.S. CIP Code 51.0000
 - From: Biomedical Science/Healthcare A.S. To: Biological Science/Health Science A.S – CIP Code 51.0000

F. Essex County College

- 1. Program Initiation
 - A.S. Biology/Pre-Medicine (Curriculum Code 061G)

G. Montclair State University

 New Under Graduate Certificate Program Professional Selling & Sales Management (52.0101 – Business/Commerce, General)

H. Monmouth University

- 1. Certificate Termination:
 - Undergraduate Certificate in Network Technologies and Applications, School of Science, effective fall 2019 (11.0901)
- 2. Undergraduate Nomenclature
 - Change in the School of Nursing and Health Studies, effective fall 2019 (31.0501)

From: BS in Health and Physical Education

- To: BS in Health Promotion
- 3. New Graduate Program Option
 - MA in Criminal Justice with a concentration in Leadership, School of Humanities and Social Sciences, effective fall 2018 (43.0104)
- 4. Graduate Nomenclature Change

• In the School of Humanities and Social Sciences, effective fall 2019 (09.0902)

From: MA in Corporate and Public Communication To: MA in Communication

• In the School of Humanities and Social Sciences, effective fall 2019 (09.0999)

From: Certificate in Public Service Communication Specialist To: Certificate in Public Service Communication

- 5. New Graduate Program Option
 - MA in communication with a concentration in Interactive Digital Media, School of Humanities and Social Sciences, effective fall 2018 (09.0902)

6. Two Graduate Program changes in the School of Humanities and Social Sciences, effective fall 2018 (09.0902)

• Terminate Graduate Certificate in Strategic Public Relations and New Media

• New Graduate Program Option: Concentration in Strategic Public Relations and Social Media in MA in Communication program

7. Two Graduate Program Options Shelving in the School of Education, effective fall 2018 (13.0101)

- MAT, K-6 Certification with Middle School Endorsement
- MAT, K-6 Certification with P-3 Endorsement

I. New Jersey Institute of Technology

- 1. Initiation of a Program Option:
 - A Co-Op Option within its Bachelor of Science in Chemical Engineering Degree Program (14.0701)
 - A Co-Op Option within its Bachelor of Science in Mechanical Engineering Degree Program (14.1901)
 - A Cyberpsychology Option within its Bachelor of Science in Science, Technology and Society Degree Program (30.1501)
 - A Materials Science Option within its Master of Science in Materials Science and Engineering Degree Program (14.1801)
 - A Materials Engineering Option within its Master of Science in Materials Science and Engineering Degree Program (14.1801)
 - A Materials Science Option within its Doctor of Philosophy (Ph.D.) in Materials Science and Engineering Degree Program (14.1801)
 - A Materials Engineering Option within its Doctor of Philosophy (Ph.D.) in Materials Science and Engineering Degree Program (14.1801)
 - A Professional Management Option within its Master of Science in Information Technology Administration and Security Degree Program (11.1801)

J. Rider University

- 1. Initiation of a Program Option:
 - A Bachelor of Arts in Biology Option within its Department of Biology, Behavioral Neuroscience and Health Sciences in the University's College of Liberal Arts and Sciences, beginning fall 2018

K. Rowan University

- 1. Nomenclature Changes
 - From: Substance Awareness Coordination Program
 To: Student Assistance Coordination Program (13.1101, Counselor Education/School Counseling and Guidance Services)
- 2. New Minor
 - Minor American Studies (05.0102, American/United States Studies/Civilization)
- 3. Certificates of Undergraduate Study
 - Qualitative Research (CIP 45.0204; Qualitative Research)
 - Human Services Criminal Justice (CIP 19.0799; Human Development, Family Studies, and Related Services, Other)
 - Human Services Direct Care (CIP 19.0799; Human Development, Family Studies, and Related Services, Other)
 - Human Services Administration (CIP 19.0799; Human Development, Family Studies, and Related Services, Other)
 - Public Policy (CIP 44.0501; Public Policy Analysis)
 - Medical Social Science (CIP 51.2212; Behavioral Aspects of Health)
 - Jewish Studies (CIP 38.0202; Jewish/Judaic Studies)
 - Community Corrections (CIP 43.0199; Corrections and Criminal Justice, Other)
 - Global Health Studies (CIP 30.2001; International/Global Studies)
 - Spanish Translation and Interpretation (CIP 16.0103; Language Interpretation and Translation)
 - Entrepreneurial and Independent Media (CIP 09.0702; Digital Communication and Media/Multimedia)
 - Professional Communication (CIP 23.1303; Technical and Business Writing)
 - Teaching English as a Second Language (CIP 13.0201; Bilingual and Multilingual Education)
 - Bilingual/Bicultural Education (CIP 13.0201; Bilingual and Multilingual Education)

• Teaching in Urban and Diverse Settings (CIP 13.0202; Multicultural Education)

- 4. Concentrations
 - Spanish Translation and Interpretation within the Bachelor of Arts in Spanish (CIP 16.0103; Language Interpretation and Translation)
 - Global Health within the Bachelor of Arts in International Studies (CIP 30.2001; International/Global Studies)
 - Broadcast/Video Systems within the BA in Radio, TV & Film (CIP 10.0202; Radio and TV Broadcasting Technology/Technician)
 - Pure Mathematics within the Master of Art in Mathematics (CIP 27.0503; Mathematics & Statistics)
 - Applied Mathematics within the Master of Art in Mathematics (CIP 27.0503; Mathematics & Statistics)
 - Statistics within the Master of Art in Mathematics (CIP 27.0503; Mathematics & Statistics)
- 5. Certificates of Graduate Study
 - Holocaust and Genocide Education (CIP 30.2101; Holocaust and Related Studies)
 - Industrial Chemistry (CIP 40.0599; Chemistry, Other)
 - Wellness Coaching (CIP 51.0001; Health and Wellness, General)
 - Research and Leadership in Applied Behavior Analysis (CIP 42.2814; Applied Behavior Analysis)
- 6. Accelerated Dual Degree Programs
 - Bachelor of Science in Physics + Master of Science in Data Analytics (CIP 30.3001; Computational Science)
 - Bachelor of Science in Chemistry + Master of Arts in STEM Education (CIP 40.0501 Chemistry, General, and 13.1323 Chemistry Teacher Education)

L. Rutgers University-New Brunswick

- 1. Nomenclature Changes
 - From: B.A. program in "East Asian Languages and Area Studies" (05.0104)
 - To: B.A. Asian Studies
- 2. Graduate Certificate Programs

Rutgers Biomedical and Health Sciences

- Dental Public Health (51.0504)
- Maternal and Child Health (51.2209)
- Urban Public Health (51.2299)

Rutgers University - New Brunswick

• Leading Organizational Change (52.1003)

- 3. Change of Credit Requirements
 - Rutgers University New Brunswick Master of Human Resources Management (52.1001) – change of credit requirements

M. Stockton University

- 1. Concentrations
 - Business Analytics in the Business Studies Baccalaureate Program
 - Community Leadership and Civic Engagement in the Bachelor of Arts in Liberal Studies Program
 - International Affairs in The Political Science Baccalaureate Program

2. Minors

- Cannabis Studies
- Migration Studies
- VII. Old Business
- VIII. <u>New Business</u>

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. <u>Call to Order / Roll Call</u>
- II. Approval of Minutes of the August 24, 2018 Meeting

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

III. <u>Report from the Chair</u>

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. <u>New Programs</u>

A. Mercer County Community College

- AAS Degree in Advanced Manufacturing Technology CIP Code14.3601 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

 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.

 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

 Bachelor of Arts in Biology CIP Code26.0101 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

 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

 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

 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. <u>New Business</u>

New Jersey Presidents' Council Academic Issues Committee

November 2, 2018, 10:00 a.m. Conference Call

MINUTES

Present (via telephone):	
Nurdan Aydin	New Jersey City University
MaryAnn Baenninger	Drew University
Basil Baltzis	NJIT
Jacki Bekin	Raritan Valley Community College
Rafael Castilla	Eastwick College
Willard Gingerich	Montclair State University
David Haney	Centenary University
Roberta Harvey	Rowan University
Sue Henderson	New Jersey City University
Carra Hood	Stockton University
Robert Kleinschmidt	Mercer County Community College
Mark McCormick	Middlesex County College
Jennifer Palmgren	The College of NJ
Gillian Small	Fairleigh Dickinson University
David Stout	Brookdale Community College
Jeff Toney	Kean University
Marianne Vakalis	Berkeley College

Also Present (via telephone):

Will de Veyga	New Jersey City University
Rose Mary Reilly	New Jersey City University
Allison Samay	NJPC

Not Present:

James Burkley Jon Connolly Anthony Munroe Eric Taylor Rutgers University Sussex County Community College Essex County College Office of the Secretary Higher Education

I. <u>Call to Order / Roll Call</u>

II. <u>Approval of Minutes of the October 5, 2018 Meeting</u>

The minutes of October 5, 2018 were accepted as written. Mark McCormick abstained.

III. <u>Report from the Chair</u>

IV. <u>New Programs</u>

A. Cumberland County College

 Associate in Applied Science, Insurance Claims & Risk Management, CIP Code 52.1701
 First Reader: Amy D'Olivo, Centenary University Second Reader: Michael McDonough, Raritan Valley Community College

* Dr. Haney reported in the absence of Dr. D'Olivo and Dr. Bekin reported in the absence of Dr. McDonough.

Dr. Haney summarized the submitted proposal fits within the institution's strategic plan. Both Dr. Haney and Dr. Bekin suggested the institution develop a more in depth marketing plan. The consultant's report was strong. It was moved by Dr. Haney and seconded by Dr. Bekin, that the proposal be recommended to the Presidents' Council. The motion carried.

B. Monmouth University

1. Master of Fine Arts in Creative Writing, CIP Code 23.1302 First Reader: MaryAnn Baenninger, Drew University Second Reader: Beth Castiglia, Berkeley College

* Dr. Vakalis reported in the absence of Dr. Castiglia.

Dr. Baenninger summarized the submitted proposal stating the consultant was well qualified and made several substantive recommendations. The institution needs to fully address the major consultant recommendations by 1) clarifying whether, according to policy, students with MA degrees from other institutions can transfer into the MFA program, as enrollment will have a significant impact on program funding, and explaining how this aligns to the existing transfer credit policy, 2) creating a curriculum map that articulates the program objectives of the MA and MFA programs and distinguishes the requirements of the MFA as the terminal degree, and 3) developing a clear assessment plan that, among other characteristics, accounts for the curricular mapping. Dr. Vakalis concurred. It was moved by Dr. Baenninger and seconded by Dr. Vakalis, that this proposal not be recommended to the Presidents' Council. The motion was carried.

Action Item: The proposal will be returned to the institution so that the concerns may be addressed.

C. New Jersey City University

1. Bachelor of Science in Entrepreneurship, CIP Code 52.0701 First Reader: Willard Gingerich, Montclair State University Second Reader: Anthony E. Munroe, Essex County College

* Dr. Hood, Stockton University reported in the absence of Dr. Munroe. Dr. Gingerich summarized the submitted proposal is in alignment with the institution's strategic plan as well as with ACBSP. The consultant was well qualified and the institution did a thorough job responding to each comment. Dr. Hood agreed with Dr. Gingerich. It was moved by Dr. Gingerich and seconded by Dr. Hood, that the proposal be recommended to the Presidents' Council. The motion carried. Dr. Henderson and Dr. Aydin abstained.

- Bachelor of Science in Hospitality Management, CIP Code 52.0901 First Reader: William Keep, The College of New Jersey Second Reader: David Stout, Brookdale Community College
- *Dr. Palmgren reported in the absence of Dr. Keep.

Dr. Palmgren summarized the submitted proposal stating it is in alignment with the institutions Hospitality mission of the University. The consultant was well qualified and the institution responded to all recommendations. Dr. Stout agreed with Dr. Palmgren. It was moved by Dr. Palmgren and seconded by Dr. Stout, that the proposal be recommended to the Presidents' Council. The motion was carried. Dr. Henderson and Dr. Aydin abstained.

 Bachelor of Science in Sport Management, CIP Code 31.0504
 First Reader: Christopher Capuano, Fairleigh Dickinson University Second Reader: Lori Vermeulen, Stockton University

*Dr. Small reported in the absence of Dr. Capuano and Dr. Hood reported in the absence of Dr. Vermeulen.

Dr. Small summarized the submitted proposal stating it is in alignment with the institutions strategic plan. The consultant was qualified and the institutions responses were thorough. Dr. Hood agreed with Dr. Small. It was moved by Dr. Small and seconded by Dr. Hood, that the proposal be recommended to the Presidents' Council. The motion was carried. Dr. Henderson and Dr. Aydin abstained.

- V. Other Action Items
- VI. For Your Information

A. Brookdale Community College

- 1. Intent to Terminate the following Program and Certificates
 - Accounting Associate in Applied Science, CIP Code 52.0302
 - Accounting Academic Credit Certificate
 - Health Information Technology A.A.S.
 - Medical Coding Academic Credit Certificate
 - Marketing A.A.S.
 - Advanced Automotive Technician Academic Credit Certificate of Achievement
 - Automotive Brakes, Steering, Suspension and Alignment Specialist Academic Credit Certificate of Achievement

- Automotive Electrical/Power Systems Specialist Academic Credit Certificate of Achievement
- Automotive Engine Performance Specialist Academic Credit Certificate of Achievement
- Automotive Transmission Systems Specialist Academic Credit Certificate of Achievement

B. Hudson County Community College

1. Intent to Terminate Program – A.S. Geographic Information Science, CIP Code 45.0702

C. Kean University

- CIP Code Update Kean University notified the AIC of a new option last month: B.A. Mathematical Sciences, Actuarial Science option CIP Code 27.9999. Upon further guidance, they have determined that the CIP Code should be 27.0101
- 2. Nomenclature Change M.A. Fine Arts Education, CIP Code 13.1302 is now M.A. Fine Arts CIP Code 50.0701

D. Rutgers Biomedical and Health Sciences

- 1. New Certificates:
 - Graduate Certificate in Applied Biostatistics, CIP Code 26.1102
 - Epidemiology Methods, CIP Code 26.1309
 - Health Education, CIP Code 51.2207
 - Public Health Nutrition, CIP Code 51.2299
- 2. Certificate Nomenclature Change: Graduate Certificate in Population Health, CIP Code 51.2201

E. Rutgers University New Brunswick

- 1. Nomenclature Change: M.Phil., Ph.D. in Communication, Information, and Media, CIP Code 25.0101
- 2. Nomenclature Change and Change of Credit Requirements: B.S. in Environmental Engineering, CIP Code 14.0301
- 3. New Certificate: Alcohol and Drug Abuse Counseling Certificate, CIP Code 51.1501

F. Rutgers University Newark

1. Change of Credit Requirements – Master of Public Administration, CIP Code 44.0401

G. Sussex County Community College

- New Degree Option and Certificate: A.A.S Technical Studies: Machine Tool Technology Option, and Machine Tool Technology Certificate, CIP Code 15.9999
- 2. New Certificate of Achievement Humanities Certificate of Achievement, CIP Code 24.0101

H. The College of New Jersey

 Nomenclature Change: Current – B.A. in Women's and Gender Studies, CIP Code 05.0207 to New – B.A. in Women's, Gender, and Sexuality Studies CIP Code 05.0207

VII. Old Business

A. Salem Community College

 Bachelor in Applied Science in Scientific Glass Technology, CIP Code 48.9999 (Previously submitted May 18, 2017) First Reader: Nurdan Aydin, New Jersey City University Second Reader: Basil Baltzis, New Jersey Institute of Technology Dr. Aydin reviewed the resubmitted proposal in light of the issues previously identified by the AIC, which concerned the qualifications of the faculty, the clarity of the analysis presented by the consultant, and the need for the program. The AIC also noted that the proposal program exceeds the mission of the institution. Dr. Aydin stated that the proposal provides additional information intended to demonstrate the need for the program but that the information is anecdotal and the analysis of demand for the credential remains very weak.

Dr. Baltzis agreed with Dr. Aydin that the issue of program need was not satisfactorily addressed by the responses to a questionnaire from various people in industry. Concerns also remain regarding having faculty with AAS degrees designing and delivering a bachelor's degree program. The proposal does not include new information on this point nor is there a response to the concern regarding the clarity of the consultant's report.

Dr. Aydin moved and Dr. Baltzis seconded that this proposal not be recommended for approval by the Presidents' Council on the basis of inadequate demonstration of need, concerns about the qualifications of the faculty, and lack of clarity of the consultant report. The motion was voted on by roll call with 10 in favor, 2 abstentions, and 3 opposed. The motion carried. **Action Item:** The proposal will be forwarded to the NJPC with a recommendation for non-approval as this is the third time this proposal has been in front of the AIC. As per the AIC Manual II.A.2.c., the AIC will notify the NJPC that it has identified a concern with respect to the proposed program exceeding the mission of the institution and call attention to the criteria for evaluation of the request as outlined in the AIC Manual IV.D.2.b that are pertinent to the AIC recommendation for non-approval: 3) Demonstration of need for the program(s), including present and projected student demand for graduates; and 6) Appropriately qualified students, faculty, and administrators.

VIII. New Business

Dr. Gingerich pointed out that the AIC Manual requires a slight revision Under Possible Outcomes – upon receipt of the second resubmission (currently it incorrectly states third resubmission):

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 **second** 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.

Dr. Baltzis asked if there is a "Statute of Limitations" on submitting Programs as well as resubmissions. Dr. Henderson asked Dr. Aydin to look at the AIC Manual and include this as a discussion item for our November 30, 2018 call.

New Jersey Presidents' Council Academic Issues Committee November 30, 2018, 10:00 a.m.

MINUTES

Present (via phone):

Nurdan Aydin – New Jersey City University MaryAnn Baenninger – Drew University Basil C. Baltzis - New Jersey Institute of Technology Jacki Belin – Raritan Valley Community College Jim Burkley – Rutgers University Chris Capuano – Fairleigh Dickinson University Rafael Castilla, - Eastwick College Jon Connolly – Sussex County Community College Willard Gingerich – Montclair University Roberta Harvey - Rowan University Carra Hood -Stockton University Bob Kleinschmidt – Mercer County Community College Jennifer Palmgren – The College of New Jersey Jeff Toney – Kean University

Also Present (via phone):

Will de Veyga – New Jersey City University Rose Mary Reilly – New Jersey City University Allison Samay – New Jersey Presidents' Council Eric Taylor – Office of the Secretary of Higher Education

Unable to Attend:

Beth Castiglia – Berkeley College David Haney – Centenary University Mark McCormick – Middlesex County College Anthony Munroe – Essex County College David Stout – Brookdale Community College

- I. <u>Call to Order / Roll Call</u>
- II. <u>Approval of Minutes of the November 2, 2018 Meeting</u>

Dr. Baltzis moved, seconded by Dr. Connolly, to approve the minutes of the November 2, 2018 meeting. There was one spelling correction Jacki Bekin to Jacki Belin. The motion carried unanimously. Mr. Burkley abstained

III. <u>Report from the Chair</u>

At the NJPC meeting (November 19, 2018), there was discussion of the proposal the AIC forwarded to the NJPC with a recommendation for non-approval of the Salem Community College - Bachelor in Applied Science in Scientific Glass Technology as this was the third time this proposal was in front of the AIC, and did not meet the satisfaction with the consultant's report as well as the demand study. The NJPC Executive Group will consider this proposal and it will also go to Zakiya Smith Ellis, Secretary of Higher Education. The NJPC thanked the AIC for their work.

Dr. Capuano added – There was a request at the NJPC meeting from another Community College President to table the decision by the NJPC for Salem Community College who requested more time to prepare documentation, the NJPC has granted Salem Community College additional time as requested.

IV. <u>New Programs</u>

A. Kean University

Master of Science Genetic Counseling, CIP Code 51.1509
 First Reader: Basil Baltzis, New Jersey Institute of Technology
 Second Reader: Michael McDonough, Raritan Valley Community College
 *Dr. Belin reported in the absence of Dr. McDonough.
 Dr. Baltzis summarized the submitted proposal stating the consultant conducted a site visit on October 29, 2018. Consultant's report was well written. The program is organized around the standards of the Accreditation Council for Genetic Counseling (ACGC) and will require 65 credits over 29 months. The program is small and described by the consultant as boutique like with eight to ten students starting with six. It was moved by Dr. Baltzis and seconded by Dr. Belin, that this proposal be recommended to the Presidents' Council. The motion was carried. Dr. Toney abstained.

B. Rider University

Bachelor of Arts in Game and Interactive Media Design, CIP 11.0804
First Reader: Jennifer Palmgren, The College of New Jersey
Second Reader: Jianping Wang, Mercer County Community College
*Dr. Kleinschmidt reported in the absence of Dr. Wang
Dr. Palmgren summarized the submitted proposal stating the consultant was
qualified and submitted a detailed report and found the program to be well
constructed. 120 credit program, aligns with Rider's mission. They
commissioned a report from EAB which they included. Consultant did think
that the initial enrollment of 20 may be challenging but the resources are
adequate. The Institution responded well to the consultant's report as well as
the EAB analysis. It was moved by Dr. Palmgren and seconded by Dr.
Kleinschmidt, that this proposal be recommended to the Presidents' Council.
The motion was carried.

2. Master of Arts in Health Communication, CIP Code 09.0905 First Reader: Willard Gingerich, Montclair State University Second Reader: Rafael Castilla, Eastwick College Dr. Gingerich summarized the request noting that under section II. B of our AIC Manual – Converting an Option or Concentration to Full Program Status, that an institution when converting an existing option or concentration to full program status an institution may request a waiver from the full process. In a waiver from the full process, review of the converted option/concentration by an external consultant is optional. The AIC will review requests for waivers on a case-by-case basis. If approved, the institution's objective of this proposal is to convert a current Concentration in Health Communication, housed in the Master of Arts in Business Communication, to a freestanding Master of Arts degree in Health Communication offered online. The institution answered all the questions in Appendix H and has the faculty in place. There are three students currently enrolled in the current program in the Master of Arts in Business Communication who will be grandfathered. It was moved by Dr. Gingerich and seconded by Dr. Castilla that this proposal be recommended to the Presidents' Council. The motion was carried. Action Item: President Henderson to reach out to Rider from a process standpoint, so that requests for waivers are submitted ahead of the packages with approval letter to be provided. Additionally, there were concerns regarding what would happen to the three students currently in the program. Although it is stated they would be grandfathered, a subsequent statement seems to be confusing. The AIC wants to know what degree the current students will be awarded, believing it will be the Master of Arts degree in Health Communication. This will not hold up the decision, the motion was carried.

C. Rowan University

Bachelor of Arts in Anthropology, CIP Code 45.0201
 First Reader: James Burkley, Rutgers University
 Second Reader: David Stout, Brookdale Community College
 *Dr. Henderson reported in the absence of Dr. Stout.
 Mr. Burkley summarized the submitted proposal stating the program is designed to prepare students for employment in research, teaching, development, advocacy, health care along with consumer research, community based organizations, non-profits, and public service. The program is structured with four optional sub field tracks in Cultural Resource Management/Archaeology, Forensic Anthropology, Medical/Health Anthropology and Museum Studies/Public Culture. The evaluation and learning outcomes assessment plans were well structured. The Consultant was very well qualified. It was moved by Mr. Burkley and seconded by Dr.

Henderson that this proposal be recommended to the Presidents' Council. The motion was carried. Dr. Harvey recused.

- 2. Bachelor of Arts in Area Studies, CIP Code 05.01 First Reader: Jeff Toney, Kean University Second Reader: Anthony Munroe, Essex County College *Dr. Henderson reported in the absence of Dr. Munroe. Dr. Toney summarized the submitted proposal stating the program overall is well done and an area we are all interested in and the program has been built where students can achieve a second major without exceeding 120 credits, this is a very broad based program. The consultant is well qualified and conducted a site visit, the consultant noted the faculty is well qualified and recommends that the program have a Program Coordinator and an Administrative Assistant. The institution's response to the report was positive. This program is consistent with Rowan's mission. It was moved by Dr. Toney and seconded by Dr. Henderson that this proposal be recommended to the Presidents' Council. The motion was carried. Dr. Harvey recused.
- 3. Bachelor of Arts in Environmental Science, CIP Code 03.0104 First Reader: Christopher Capuano, Fairleigh Dickinson University Second Reader: Nurdan Aydin, New Jersey City University Dr. Capuano summarized the submitted proposal stating the program is easy to review as it is a variation of an existing program, the Bachelor of Science degree program. All of the required elements for the program have been met. The program is designed to prepare students for jobs in environmental consulting, federal, state and municipal environmental agencies, Environmental NGO's and non-profits, green industries, or professional school (Environmental law JD; Green business MBA).The consultant is well qualified and the program is consistent with the Institution's strategic plan. It was moved by Dr. Capuano and seconded by Dr. Aydin that this proposal be recommended to the Presidents' Council. The motion was carried. Dr. Harvey recused.
- 4. Master of Science in Urban and Regional Planning, CIP Code 04.0301 First Reader: Jon Connolly, Sussex County Community College Second Reader: Lori Vermeulen, Stockton University *Dr. Hood reported in the absence of Dr. Vermeulen. Dr. Connolly summarized the submitted proposal stating the program will be an accredited program with the Planning Accreditation Board, the program includes an appropriate assessment plan and the demand for this program is clear. A planning degree ensures a variety of job opportunities and this program will attract a broad base of students. The consultant's report was strong. It was moved by Dr. Connolly and seconded by Dr. Hood that this proposal be recommended to the Presidents' Council. President Henderson confirmed that both readers strongly agreed they would recommend the program to the Presidents' Council. Dr. Harvey thanked the readers and

confirmed as stated in her cover letter attached to the materials the program included in the materials is the revised program announcement based on the consultant's review The motion was carried. Dr. Harvey recused.

D. Warren County Community College

1. Associate in Science in Addiction Counseling, CIP Code 51.1501 First Reader: Rafael Castilla, Eastwick College Second Reader: Roberta Harvey, Rowan University The reviewers noted that the proposal has a high degree of similarity to the concurrently submitted proposal for an Associate in Applied Science in Addiction Counseling, so much that Dr. Castilla inadvertently read that document first. Dr. Castilla summarized the proposal, noting that the program objectives are well articulated and an outline, course descriptions, and an assessment plan are provided. The AS program prepares students for transfer and also entry level positions. Licensure is required by the Addiction Professional Certification Board - New Jersey and also requires coursework needed to become a Certified Drug and Alcohol Counselor. The institution cites the opioid epidemic in Warren County and the surrounding areas as the basis for the need for the program, but did not provide supporting documentation. Dr. Castilla noted that the consultant has no background in academia but is a practitioner who has a master's degree in Chemical Dependency and is a licensed Clinical and Drug Counselor and director of in/out patient programs at Warren Hospital Behavioral Health Services. The consultant conducted a site visit. However, the consultant's report made reference to the 2007 - 2008 AIC Manual and appears to be missing some requirements that are included in the current report template. Dr. Castilla and Dr. Harvey both stated that the Associate in Science in Addiction Counseling and the Associate in Applied Science in Addiction Counseling proposals are nearly identical, including the assessment plan and consultant's report, and that the institution needs to clarify the differences. If the institution is putting forward the two degrees, the consultant needs to address what the difference is, with more clarification around the learning outcomes and other features that would distinguish the two pathways. The current AIC consultant report template must be used. It was moved by Dr. Castilla and seconded by Dr. Harvey, that this proposal be returned to the institution for resubmission. The motion carried.

Action Item: The proposal will be returned to the institution so that the concerns may be addressed. The institution should clearly demonstrate the need for both an AS and an AAS credential and should clearly differentiate the educational objectives and requirements of the programs. The consultant should be asked to provide a report for each program and/or otherwise provide a detailed commentary on the relationship between and the appropriateness of the two pathways. The consultant should be asked to use the current AIC consultant report template and address all missing elements,

including review of the program evaluation and learning outcomes assessment plan.

2. Associate in Applied Science in Addiction Counseling, CIP Code 51.1501 First Reader: Beth Castiglia, Berkeley College Second Reader: Jeff Toney, Kean University *Dr. Castiglia was unable to attend and provided written feedback to Dr. Henderson on this particular program. Dr. Henderson read Dr. Castiglia's report, noting that licensure is required to gain employment in the field and employment will be available at counseling and treatment facilities, community health centers and other similar settings. The program is consistent with the institution's strategic plan. The need for the program is supported by the opioid crisis in the area. The new program is building on addictions courses currently being offered as special topic electives. The faculty is sufficient and the College anticipates hiring a program director. The consultant had appropriate certification, professional experience, and degrees to conduct the review. The consultant's report addressed the objectives, need, and educational program. Recommendations were accepted by the College. Based on this written review of the AAS program, Dr. Castiglia recommended approval but was not present to discuss concerns regarding its similarity to the other proposal.

Dr. Toney concurred with the observations of the previous readers, Dr. Castilla and Dr. Harvey, and further noted a concern regarding the complexity of the learning outcomes. It was moved by Dr. Henderson and seconded by Dr. Toney, that this proposal be returned to the institution for resubmission. The motion carried.

Action Item: The proposal will be returned to the institution so that the concerns may be addressed. The institution should clearly demonstrate the need for both an AS and an AAS credential and should clearly differentiate the educational objectives and requirements of the programs. The consultant should be asked to provide a report for each program and/or otherwise provide a detailed commentary on the relationship between and the appropriateness of the two pathways. The consultant should be asked to use the current AIC consultant report template and address all missing elements, including review of the program evaluation and learning outcomes assessment plan.

V. Other Action Items

A. National American University – Re-licensure Petition

1. The full petition can be accessed at: http://www.state.nj.us/highereducation/higheddocs/NAU_Petition_2018.pdf password: violet\$2018 First Reader: Roberta Harvey, Rowan University Second Reader: MaryAnn Baenninger, Drew University Dr. Harvey summarized the petition for re-licensure to renew the offering of a program to offer the Doctor of Education degree in Community College Leadership through online course delivery with periodic face-to-face sessions at Bergen Community College. NAU is a proprietary institution based in Rapid City, South Dakota, they operate locations in several states, this program is originating out of NAU's Roueche Graduate Center in Austin, Texas. NAU is accredited by The Higher Learning Commission and a member of the North Central Association. They have been offering the program which is online with face-to-face sessions to be conducted at Bergen Community College. They are renewing the licensure at the invitation of Bergen Community College. They submitted an extremely detailed petition, the consultant's report is very thorough and recommends a maximum relicensure of five years. It is disappointing that Bergen Community College would partner with an out of state proprietary institution vs an in state not for profit institution, since we do offer this, but there is no basis for opposition. It was moved by Dr. Harvey and seconded by Dr. Baenninger, that this relicensure petition be recommended to the Presidents' Council. The motion was carried.

VI. For Your Information

A. Essex County College

- 1. Intent to Terminate the following Degree and Certificate Programs
 - Biotechnology Certificate
 - Geographic Information Systems Certificate
 - Internetworking Technology Certificate
 - Legal Specialist Program (Secretary) Certificate
 - Microcomputer Database Specialist Certificate
 - Microcomputer Spreadsheet Specialist Certificate
 - Network Technology Certificate
 - Networking Technology Certificate
 - Security Certificate
 - Systems Certificate
 - A.A.S. Biotechnology
 - A.S. Elementary Education
 - A.A.S. Emergency Medical Technology Paramedic
 - A.A.S. Energy Utility Technology
 - A.A.S. Engineering Technology
 - A.A.S. Land Surveying Technology

- A.S. Psychosocial Rehabilitation/Treatment
- A.S. Secondary Education
- A.A. Social Sciences- **Note** Deactivation is for AA degree. The Division maintains the AS degree in Social Sciences
- A.A.S. Social Service in Educational Career Programs
- A.A.S. Television Production

B. Montclair State University

1. New Graduate Certificate Program – English, CIP Code 23.0101

C. New Jersey Institute of Technology

- 1. Initiation of nine new Master's level Graduate Certificates:
 - Master's Level Graduate Certificate in Environmental Science (CIP code 03.0104)
 - Master's Level Graduate Certificate in Environmental Engineering (CIP code 14.1401)
 - Master's Level Graduate Certificate in Environmental Science and Engineering (CIP code 03.0104)
 - Master's Level Graduate Certificate in Polymers and Plastics (CIP code 14.3201)
 - Master's Level Graduate Certificate in Hydrology and Water Resources Engineering (CIP code 14.0805)
 - Master's Level Graduate Certificate in Clinical Trials: Design and Analysis (CIP code 27.0501)
 - Master's Level Graduate Certificate in Neuroscience (CIP code 26.1501)
 - Master's Level Graduate Certificate in Financial Technology (CIP code 52.0801)
 - Master's Level Graduate Certificate in Biotechnology (CIP code 51.2004)
- 2. Initiation of a Co-Op option within the existing BS in Civil Engineering degree program CIP Code 14.0801
- 3. Changes in CIP Codes for the following degree programs in the College of Architecture and Design:
 - Architecture; old CIP Code 04.0201 to new CIP Code 04.0902
 - M. Architecture; old CIP Code 04.0201 to new CIP Code 04.0902
 - B.S. Architecture; old CIP Code 04.0201 to new CIP Code 04.0902
 - M.S. Architecture; old CIP Code 04.0201 to new CIP Code 04.0902
 - B.S. Industrial Design; old CIP Code 04.9999 to new CIP Code 50.0404

D. Rowan University

 Initiation of program options – Accelerated dual degree: Bachelor of Science in Molecular and Cellular Biology/Master of Science in Cell and Molecular Biology, CIP Code 26.0406 (cell/Cellular and Molecular Biology)

E. Union County College

1. Proposal to initiate the Medicinal Plant Chemistry option in the Biology, Associate in Science program, CIP Code 26.0101.

F. Warren County Community College

- 1. New Certificate: 36 credit Certificate in Addiction Counseling program, CIP Code 51.1501
- 2. Proposed program change A.A. Business Administration to A.S. Business Administration degree

VII. Old Business

VIII. New Business

1. Sue Henderson call a discussion regarding "Statute of Limitation" on submitting and resubmitting academic degree program proposals.

The AIC Committee discussed the possibility of creating a "Statute of Limitation" on proposals. In that during the time period a proposal has three tries to be passed by the AIC, should there be a time period such as 18 months where a proposal would need to be passed. This would not prevent an institution to be able to submit a new proposal after the 18 months with a new consultant for review by the AIC.

Dr. Baenninger, Drew University, Dr. Harvey, Rowan University, Dr. Aydin and Dr. Henderson, New Jersey City University will together create suggested wording as it relates to a "Statute of Limitations" to be discussed at next AIC meeting.

Next AIC meeting is scheduled for Friday, January 11, 2019

New Jersey Presidents' Council Academic Issues Committee January 11, 2019, 10:00 a.m.

MINUTES

Present (via phone):

Nurdan Aydin, New Jersey City University MaryAnn Baenninger, Drew University **Basil Baltzis**, NJIT Jacki Belin, Raritan Valley Community College Jim Burkley, Rutgers University Rafael Castilla, Eastwick College Jon Connolly, Sussex County Community College Joanne Cote-Bonanno, Montclair State University Roberta Harvey, Rowan University Sue Henderson, New Jersey City University William Keep, The College of New Jersey Bob Kleinschmidt, Mercer Community College Jeff Lee, Essex County College Mark McCormick, Middlesex County College Jennifer Palmgren, The College of New Jersey Marsha Pollard, Berkeley College Gillian Small, Fairleigh Dickinson University David Stout, Brookdale Community College Jeff Toney, Kean University Lori Vermeulen, Stockton University

Also Present (via phone)

Will de Veyga – New Jersey City University Rose Mary Reilly – New Jersey City University Allison Samay – New Jersey Presidents' Council Eric Taylor – Office of the Secretary of Higher Education

Unable to attend:

Amy D'Olivo - Centenary University

- I. <u>Call to Order / Roll Call</u>
- II. Approval of Minutes of the November 30, 2018 Meeting

Dr. Connolly moved, seconded by Dr. Baltzis, to approve the minutes of the November 30, 2018 meeting.

III. <u>Report from the Chair</u>

Dr. Henderson reported that Joel Bloom, President of The New Jersey Presidents' Council will have further discussions with Warren County Community College, requesting additional materials with regard to the recent programs submitted to the AIC.

IV. <u>New Programs</u>

A. Atlantic Cape Community College

 Small Unmanned Aircraft Systems Field Technician, A.A.S., CIP Code 49.0101

First Reader: Jon Connolly, Sussex CC

Second Reader: David Stout, Brookdale CC

Dr. Connolly summarized the submitted proposal stating the report is complete, consultant is qualified and conducted a site visit on August 9, 2018. Consultant's report was very thorough and the program analysis well supported. Dr. Stout concurred with Dr. Connolly's summary. It was moved by Dr. Connolly and seconded by Dr. Stout, that this proposal be recommended to the Presidents' Council. The motion was carried.

B. Brookdale Community College

 Game Design Associate in Applied Science, CIP 500411 First Reader: Mark McCormick, Middlesex CC Second Reader: Tony Munroe, Essex CC

* Dr. Lee reported in the absence of Dr. Munroe.

Dr. McCormick summarized the submitted proposal stating the report is complete, and lays out the case for offering such a program. It is consistent with the institutions mission and has a clear assessment plan and curriculum map. The consultant is qualified and conducted a site visit in August, 2018. Dr. Lee concurred with Dr. McCormick's summary. It was moved by Dr. McCormick and seconded by Dr. Lee, that this proposal be recommended to the Presidents' Council. The motion was carried. Dr. Stout abstained.

C. Eastern International College

Bachelor of Science in Dental Hygiene, CIP Code 51.0602
 First Reader: Willard Gingerich, Montclair State University
 Second Reader: Jianping Wang, Mercer CC
 *Dr. Harvey, Rowan University reported in the absence of Dr.
 Gingerich, Dr. Kleinschmidt reported in the absence of Dr. Wang.
 In consultation with Dr. Gingerich, Dr. Harvey verified that the proposal for a BS in Dental Hygiene is similar to the BSDH reviewed by the AIC at the January 20, 2017 meeting and approved by the NJPC. The consultant, although extremely well qualified, did

not conduct a substantive evaluation and did not perform a site visit. The demand study is weak and enrollment figures are not credible. This program omits 18 credits of Gen Ed courses, which seems to contradict the intention. There is also a concern with regard to resources. Dr. Kleinschmidt concurred with Dr. Harvey's summary. Dr. Harvey and Dr. Kleinschmidt agreed that the proposal should not be moved forward and returned to the institution for further clarification.

Action: The committee agreed that the proposal be returned to the institution for further clarification of the intended relationship of this proposal to the existing BSDH degree completion program. If this indeed is a different program, the proposal would need to be resubmitted with the following:

- Differentiate the program titles and/or degree designations.
- Consultant must perform a site visit and perform a substantive evaluation, including comparison to the existing program.
- Clarify the respective advantages to students of the two different degree programs.
- Clarify why the freshman entry bachelor's degree program has 18 fewer general education credits than the degree completion program.
- Address the weak demand study and enrollment figures.
- Address the faculty resource concerns.
- 2. Bachelor of Science in Nursing (RN to BSN), CIP Code 51.3801 First Reader: Amy D'Olivo, Centenary University Second Reader: Jennifer Palmgren, TCNJ *Dr. Palmgren reported in the absence of Dr. D'Olivo. Dr. Palmgren summarized the proposal stating the consultant, although extremely well qualified, did not conduct a substantive evaluation and did not perform a site visit. The analysis does not demonstrate the number of existing programs is insufficient to meet demand and therefore the proposed program is unduly duplicative of existing programs. Six institutions submitted objection letters. Faculty resources are an area of concern and the program exceeds the programmatic mission of institution without justification. Members of the AIC also noted that at the April 1, 2016 AIC meeting, the EIC proposed an RN to BSN program that was not forwarded to the NJPC for similar reasons. Dr. Palmgren proposed that this proposal be returned to the institution for clarification. Action: The committee agreed that the proposal be returned to the institution for further clarification. The proposal does not

adequately address program design, the program outcomes do not reflect the difference between Bachelor of Science in Nursing RN to BSN and the proposed Bachelor of Science in Nursing degree, if they are different programs, the proposal would need to be resubmitted with the following:

- Differentiate the program titles and/or degree destinations.
- Consultant must perform a site visit.
- Address accreditation plan, and curriculum needs to look • different from Bachelor of Science in Nursing proposal
- Address weak demand study and enrollment figures
- Address the faculty resource concerns
- 3. Bachelor of Science in Nursing, CIP Code 51.3801 First Reader: Lori Vermeulen, Stockton University Second Reader: Marsha Pollard, Berkeley College Dr. Vermeulen summarized the proposal stating three universities submitted objection letters with regard to being unduly duplicative, exceeding mission and faculty resource issues and two community colleges provided letters of support. There are 15 BSN, 9 accelerated BSN, and 19 RN to BSN programs offered by 21 New Jersey institutions. The consultant, although extremely well qualified, did not conduct a substantive evaluation and did not perform a site visit. Dr. Pollard agreed with Dr. Vermeulen's summary adding the graduation requirements earning a GPA of C+ or higher, a 2.50 GPA for a nursing professional is concerning. Dr. Vermeulen and Dr. Pollard proposed that this proposal be returned

Action: The committee agreed that the proposal be returned to the institution for further clarification. The proposal does not adequately address program design, the program outcomes do not reflect the difference between this Bachelor of Science in Nursing program and the proposed Bachelor of Science in Nursing RN to BSN degree, if they are different programs, the proposal would need to be resubmitted with the following:

- Differentiate the program titles and/or degree destinations.
- Consultant must perform a site visit. •

to the institution for clarification.

- Address accreditation plan, and curriculum needs to look • different from Bachelor of Science in Nursing RN to BSN proposal
- Address weak demand study and enrollment figures •
- Address the faculty resource concerns •
- Address the concern of the graduation requirement of 2.50, is • sufficient in producing a quality employee.

D. Rider University

 Master of Science in Information Systems, CIP Code 11.1003 First Reader: MaryAnn Baenninger, Drew University Second Reader: Christopher Capuano, FDU
 *Dr. Small, reported in the absence of Dr. Capuano. Dr. Baenninger summarized the submitted proposal stating the program is well articulated, and attractive to returning students. The consultant is well qualified and conducted a site visit and provided a thorough report. The institution provided appropriate responses to the consultant's report. Dr. Small concurred with Dr. Baenninger's summary. It was moved by Dr. Baenninger and seconded by Dr. Small, that this proposal be recommended to the Presidents' Council. The motion was carried.

E. Rowan University

 Bachelor of Science in Electrical Engineering Technology, CIP Codes 51.0303, 14.1001, 14.0901 First Reader: Basil Baltzis, NJIT

Second Reader: Nurdan Aydin, NJCU

Dr. Baltzis summarized the submitted proposal stating this program is being offered in partnership with Rowan College Burlington County, a 3+1 program, where on the 4th year courses will be held at Rowan College Burlington and the courses will be taught by Rowan University Faculty. This is a significant cost reduction for students who will pay tuition to the community college for 3 years and then to Rowan University for one year. Consultant was well qualified and conducted a site visit. Six responses from other institutions with no objections. Curriculum well described. The University responded positively to the Consultant's report recommendations. It was moved by Dr. Baltzis and seconded by Dr. Nurdan, that this proposal be recommended to the Presidents' Council. The motion was carried. Dr. Harvey abstained.

F. Stockton University

 Bachelor of Arts in Africana Studies, CIP Code 05.0201 First Reader: Nurdan Aydin, NJCU Second Reader: Amy D'Olivo, Centenary University *Dr. D'Olivo was not in attendance

Dr. Nurdan summarized the submitted proposal noting this is based on an expansion of an existing minor program which is well established. The consultant was well qualified and the report is acceptable and addressed student demand and faculty. The institution responded to the consultant's report and the program is aligned with the institutions strategy and goals. It was moved by Dr. Nurdan, that this proposal be recommended to the Presidents' Council. The motion was carried. Dr. Vermeulen abstained.

V. Other Action Items

A. Geisinger Commonwealth School of Medicine -Licensure Petition

1. The full petition can be accessed at:

https://www.state.nj.us/highereducation/higheddocs/GCSOM_petition_2 018.pdf

password: 2018!maroon

First Reader: James Burkley, Rutgers University Second Reader: Jeff Toney, Kean University Mr. Burkley summarized the licensure petition of this private nonprofit institution, to establish a campus on Atlantic Care Health, to provide a clinical experience. Institution is accredited by Middle States. There were no objections to the petition and the consultant recommended the initial proposal for a maximum of three years. The report includes specific details and a site visit was conducted. The faculty will be drawn from the Atlantic Care faculty medical school. It was moved by Dr. Burkley and seconded by Dr. Toney that this licensure petition be recommended to the Presidents' Council. The motion was carried.

VI. For Your Information

A. Atlantic Cape Community College

- 1. New Certificate Program Small Unmanned Aircraft Systems Field Technician Certificate, CIP Code 49.0101
- New Professional Series Program (Certificate of Achievement) Small Unmanned Aircraft Systems Repair Specialist, CIP Code 49.0101
- 3. Intent to Terminate the following Degree Program Social Science Option, Liberal Arts, A.A., CIP Code 24.0101
- B. Brookdale Community College
 - 1. New Certificate Kitchen and Bath Design Academic Credit Certificate of Achievement, CIP Code 500408
- C. Camden County College

1. Intent to Terminate – Liberal Arts and Science Secondary Education in Mathematics Option SEM.AS, CIP Code 24.0101

D. Hudson County Community College

- 1. Intent to Terminate Programs:
 - A.A.S. Management Funeral Service, CIP Code 520201
 - Certificate Medical Transcription, CIP Code 510708

E. New Jersey Institute of Technology

- **1.** Initiation of a Program Options:
 - **a.** Co-Op Option within the Bioinstrumentation Track of the Bachelor of Science in Biomedical Engineering Degree Program, CIP Code 14.0501
 - b. Co-Op Option within the Biomaterials Track of the Bachelor of Science in Biomedical Engineering Degree Program, CIP Code 14.0501
 - c. Co-Op Option within the Biomechanics Track of the Bachelor of Science in Biomedical Engineering Degree Program, CIP Code 14.0501

F. Rowan College at Gloucester County

1. Proposed change in award of an Associate in Arts (A.A.) Degree in Education to an Associate in Science (A.S.) Degree in Education

G. Rutgers Biomedical and Health Sciences

- 2. Certificate Nomenclature Changes:
 - a. Graduate Certificate in "Advanced Practice Nursing Acute Critical Care" has changed to Adult – Gerontology Acute Care Nurse Practitioner, CIP Code 51.3808
 - b. Graduate Certificate in "Advanced Practice Nursing Adult Health" has changed to Adult – Gerontology Primary Care Nurse Practitioner, CIP Code 51.3808
 - c. Graduate Certificate in "Advanced Practice Nursing Family Health" has changed to Family Health Nurse Practitioner, CIP Code 51.3808
 - d. Graduate Certificate in "Advanced Practice Nursing Family Nurse Practitioner in Emergency Care" has changed to Family Nurse Practitioner in Emergency Care, CIP Code 51.3808

H. Thomas Edison State University

1. New Graduate Certificate in Cybersecurity

VII. <u>Old Business</u>

A. Monmouth University

1. New Program Resubmit from October 5, 2018 - Master of Science in Athletic Training, CIP Code 51.0913 First Reader: Jeff Toney, Kean University Second Reader: Roberta Harvey, Rowan University Dr. Toney stated the AIC originally reviewed this proposal at the October 5, 2018 meeting and requested the institution to resubmit the proposal with evidence of a consultant site visit. The institution has shown in this resubmission, that the consultant performed the necessary site visit in December 2018. There was also a concern of the lack of response to the consultant's recommendations, this resubmission clearly addressed any concerns and the institution has satisfied any concerns. It was moved by Dr. Toney and seconded by Dr. Harvey, that this proposal be recommended to the Presidents' Council. The motion was carried.

2. New Program Resubmit from November 2, 2018 – Master of Fine Arts in Creative Writing, CIP Code 23.1302 First Reader: MaryAnn Baenninger, Drew University Second Reader: Marsha Pollard, Berkeley College Dr. Baenninger stated the AIC originally reviewed this proposal at the November 2, 2018 meeting and requested the institution resubmit the proposal and provide clarity regarding transfer students, curricular mapping and course outcomes. The institution has provided an updated proposal and clarified they will not enroll students as a transfer into the program. They have fulfilled our requirements and have provided differentiated outcomes of the MA and MFA programs and embedded this into the revised proposal. It was moved by Dr. Baenninger and seconded by Dr. Pollard, that this proposal be recommended to the Presidents' Council. The motion was carried.

B. Rider University

 Master of Arts in Health Communication, CIP Code 09.0905 -Responded to AIC question from November 30, 2018 – the degree for all including those grandfathered in will be the Master of Arts in Health Communication. No action required

VIII. New Business

 Monmouth University is requesting to add to page 34 of the AIC Manual where it lists independent colleges and universities' mission levels, Monmouth University's highest level lists the DNP only. Monmouth was authorized by the State on June 15, 2017 to offer an Ed.D. (posted confirmation letter).

Mr. Taylor reported that there are a number of updates required to the AIC Manual similar to this, and that he will be making these updates shortly. Dr. Henderson asked to capture which changes are made on our next Agenda, so that we are all aware of the updates.

The next AIC meeting is scheduled for February 15, 2019.

New Jersey Presidents' Council Academic Issues Committee February 15, 2019, 10:00 a.m.

MINUTES

Present (via phone):

Nurdan Aydin, New Jersey City University MaryAnn Baenninger, Drew University **Basil Baltzis**. NJIT Jacki Belin, Raritan Valley Community College Jim Burkley, Rutgers University Chris Capuano, Fairleigh Dickinson University Rafael Castilla, Eastwick College Jon Connolly, Sussex County Community College Willard Gingerich, Montclair State University Roberta Harvey, Rowan University Sue Henderson, New Jersey City University William Keep, The College of New Jersey Bob Kleinschmidt, Mercer County Community College Jeffrey N. Lee, Essex County College Mark McCormick, Middlesex County College Jennifer Palmgren, The College of New Jersey Marsha Pollard, Berkeley College David Stout, Brookdale Community College Jeff Toney, Kean University Lori Vermeulen, Stockton University

Also Present (via phone):

Guillermo "Will" de Veyga, New Jersey City University Rose Mary Reilly, New Jersey City University Allison Samay, New Jersey Presidents Council Eric Taylor, Office of the Secretary of Higher Ed

- I. <u>Call to Order / Roll Call</u>
- II. <u>Approval of Minutes of the January 11, 2019 Meeting</u>
 Dr. Connolly moved, seconded by Dr. Aydin, to approve the minutes of the January 11, 2019 meeting.
- III. <u>Report from the Chair</u>

Dr. Henderson reported that at the January 28, 2019 NJPC meeting the Council discussed the following:

1) Other Actions - The new program proposal submitted by Salem Community College for a Bachelor in Applied Science in Scientific Glass Technology. The AIC had identified a

concern with respect to the new degree program exceeding mission of the institution. The NJPC Roll Call Vote was taken: 18 Yes; 22 No; and 2 abstain. President Bloom stated that the Council approved the program, this proposal is referred to the Secretary of Higher Education.

 The Geisinger Commonwealth School of Medicine (GCSOM) Petition for Licensure. The AIC had recommended this proposal to the Presidents' Council. The NJPC Roll Call Vote was taken and the No's carried the vote.

Dr. Henderson was asked at the NJPC, to be part of a subcommittee with Dr. Hancock, Dr. Harvey and Secretary Smith Ellis, to review out of State institutions coming to New Jersey (entry requirements), re-licensure programs, etc. This will be spearheaded by the OSHE, specifically Eric Taylor.

IV. <u>New Programs</u>

A. Camden County College

Cybersecurity in Applied Science, CIP Code 11.1003
 First Reader: Mark McCormick, Middlesex County College
 Second Reader: Anthony Munroe, Essex County College
 *Dr. Lee reported in the absence of Dr. Munroe
 Dr. McCormick summarized the submitted proposal stating the Consultant meets the AIC guidelines and conducted a site visit in February 2018. The Consultant's report was strong but the proposal is missing the required response from the institution to the consultant's report. Credit requirement is inconsistent in the report (60/61/62) Dr. Lee concurred with Dr. McCormick's summary. Dr. McCormick and Dr. Lee agreed that the proposal should not be moved forward and returned to the institution for clarification. The Committee agreed.

Action: The Committee agreed that the proposal be returned to the institution, for the institution to provide the following clarification:

- Response to the consultant's report is required, addressing the consultants concerns.
- Have the report reflect the correct credit requirements throughout the proposal.

B. Fairleigh Dickinson University

Associate of Science in General Science, CIP Code 30.1801
 First Reader: Jon Connolly, Sussex County Community College
 Second Reader: David Stout, Brookdale Community College
 Dr. Connolly summarized the submitted proposal is consistent with the
 Institutions mission. In looking at the Associate of Science degree, there may be a concern if there are redundancies, they did an analysis based on zip codes, which was missing Bergen. The Consultant was well qualified and the institutions response to the Consultant's report was robust. Dr. Stout agreed

with Dr. Connolly and pointed out discrepancies in the proposal, the narrative in the first paragraph is inconsistent with the response the institution provided to the Consultant's report inquiry as to where the careers are at an Associate level, stating this is a transferable opportunity. Also the proposal noted there are four Associate Degree programs (Warren County Community College, Middlesex County College, Essex County College, and Thomas Edison State University), this is not a comprehensive list of programs in the State, Ocean County College, Camden and Brookdale also have similar programs, this is not necessarily a deal breaker, but the proposal is not a comprehensive list. Also, there is an editing error in the number of credits required, which appears to be missing the Contemporary Issues in Healthcare course from the list, providing an incorrect total, Trigonometry is also listed inconsistently. There are no 200 level lab science courses, which could create transferability concerns. With regard to Faculty resources, the Faculty has training in Mathematics, but other disciplines in Natural Sciences were missing. Dr. Connolly and Dr. Stout agreed that the proposal should not be moved forward and returned to the institution for clarification. The Committee agreed. Dr. Capuano abstained.

Action: The Committee agreed that the proposal be returned to the institution, for the institution to provide the following clarification:

- What is the purpose of the degree, what will it prepare students to do once completed.
- Address duplication concerns.
- Address course and curriculum maps.
- Address Faculty concerns.
- 2. Master of Social Work, CIP Code 44.0701

First Reader: Jeff Toney, Kean University Second Reader: Nurdan Aydin, New Jersey City University Dr. Toney stated the program is an on-line Masters in Social Work, FDU does not currently have a program like this and would be developing this from the start and is consistent with the institutions mission. The Consultant is well qualified and provided a good analysis and assessment. The Consultant pointed out areas that are missing, there are no details in the field experience, admission and curriculum requirements, Advising and Counsel, and Faculty needs to be hired. It appears the plan is to hire a Director first who will develop curriculum and hire the Faculty, the library and information needs are also not mentioned. The institution is anticipating a Spring 2020 launch, which seems aggressive. Dr. Nurdan agreed with Dr. Toney and added the 60 credit on-line program seeks accreditation from the Council on Social Work Education. Some of the updates may be cosmetic, for example the existing curriculum mapping is not in a readable format. Dr. Toney and Dr. Aydin agreed that the proposal should not be moved forward and returned to the institution for clarification. The Committee agreed. Dr. Capuano abstained. **Action:** The Committee agreed that the proposal be returned to the institution, for the institution to provide the following clarification:

- Missing field experience.
- Address admission and curriculum mapping.
- Address Faculty concerns.
- Include more specific library and information requirements.
- Address launch concerns.
- 3. Doctor of Occupational Therapy, CIP Code 51.2306 First Reader: Roberta Harvey, Rowan, University Second Reader: James Burkley, Rutgers University Dr. Harvey summarized the proposed Doctor of Occupational Therapy (OTD) program, stating that it is part of a strategic initiative to develop a school of health sciences, public health, and health professions. Dr. Harvey observed that the submitted proposal exhibited some of the same flaws as the previous proposals from the same institution, including lack of alignment of the curriculum to the program goals and outcomes, a generic learning outcomes and program evaluation plan, lack of admissions criteria, and no program faculty. The consultant's report noted these apparent gaps and provided recommendations. The consultant also confirmed that the proposed program is soundly designed and corroborated the enrollment projections. The institution responded in detail and stated that the gaps will be addressed upon hiring of the program director. The consultant pointed out that access to applicant status in the accreditation process is limited and encouraged the institution to initiate its petition as soon as possible. Dr. Harvey stated that since accreditation will be required to offer the program, the proposal should be provisionally approved to permit the institution to move forward in that process. Mr. Burkley concurred with Dr. Harvey's summary. Mr. Burkley pointed out that the degree designation was incorrect in the proposal and should be corrected to Doctor of Occupational Therapy with the abbreviation OTD. It was moved by Dr. Harvey and seconded by Mr. Burkley that this proposal be recommended to the Presidents' Council. The motion was carried. Dr. Capuano abstained.

C. Georgian Court University

 Master of Arts in Higher Education and Student Affairs Administration, CIP Code 13.0406

First Reader: Chris Capuano, Fairleigh Dickinson University Second Reader: Lori Vermeulen, Stockton University Dr. Capuano summarized the proposal stating that it does not require licensure or program accreditation. The program will be offered at Georgian Court out of the School of Education, which already offers five Master programs Pre-K-12 in Higher Education and the current faculty will be instrumental for this program. Consultant was qualified, and the program is consistent with the institution's mission. The program is 36 credit curriculum, which is sufficient and a 300 hour internship in Higher Education. The institution provided an extensive learning outcomes plan and curriculum map and a course outline. The Consultant made three recommendations, which the institution agreed to. Dr. Vermeulen concurred with Dr. Capuano's summary. It was moved by Dr. Capuano and seconded by Dr. Vermeulen, that this proposal be recommended to the Presidents' Council. The motion was carried.

D. New Jersey City University

BS in Business Analytics and Data Science, CIP Code 52.13
 First Reader: MaryAnn Baenninger, Drew University
 Second Reader: Marsha Pollard, Berkeley College
 Dr. Baenninger summarized the submitted proposal, stating the Consultant is
 well qualified and visited the institution in October 2018. There is a definite
 need for this program which will allow students to take the Certified
 Analytics Professional (CAP) certification. The program overall is well
 articulated and easy to understand. There aren't many of these types of
 programs yet, but there is a large market. Dr. Pollard concurred with Dr.
 Baenninger's summary. It was moved by Dr. Baenninger and seconded by
 Dr. Pollard, that this proposal be recommended to the Presidents' Council.
 The motion was carried. Dr. Henderson and Dr. Aydin abstained.

E. Warren County Community College

1. Associate in Applied Science in Unmanned Aerial Systems (Drone Technology), CIP Code 49.0199

First Reader: Jianping Wang, Mercer County Community College Second Reader: Michael McDonough, Raritan Valley Community College *Dr. Kleinschmidt reported in the absence of Dr. Wang, Dr. Belin reported in the absence of Dr. McDonough.

Dr. Kleinschmidt summarized the submitted proposal was well written, the proposal is not unduly duplicative and the course outcomes were detailed and specific. The Consultant was qualified and conducted a site visit on November 29, 2018. Dr. Belin concurred with Dr. Kleinschmidt's summary. It was moved by Dr. Kleinschmidt and seconded by Dr. Belin, that this proposal be recommended to the Presidents' Council. The motion was carried.

F. William Paterson University

Bachelor of Arts in Disability Studies, CIP Code 05.0210
 First Reader: Jennifer Palmgren, The College of New Jersey
 Second Reader: Rafael Castilla, Eastwick College
 Dr. Palmgren summarized the submitted proposal stating the program is
 within the mission of the University, and they will not seek outside
 accreditation. The Consultant is highly qualified and conducted a site visit on

November 19, 2018 and stated in the report that the faculty has considerable experience and adequate resources. The institution noted that there is strong student interest, targeting initial enrollment of 15 students. The institution appropriately responded to the Consultant's report. Dr. Castilla concurred with Dr. Palmgren's summary. It was moved by Dr. Palmgren and seconded by Dr. Castilla, that this proposal be recommended to the Presidents' Council. The motion was carried.

V. Other Action Items

VI. For Your Information

A. Montclair State University

- 1. New Graduate Certificate Program Professional Accounting, CIP Code 52.0301
- 2. Nomenclature change from Ph.D. in Environmental Management to Ph.D. in Environmental Science and Management

B. Passaic County Community College

1. New Career Certificate - Career Certificate in Hospitality, CIP Code 52.0909

C. Raritan Valley Community College

- 1. Nomenclature change from Computer Networking and Security, Certificate (11.0901), to Computer Networking and Cybersecurity, Certificate (11.0901)
- 2. Nomenclature change from Computer Networking, A.A.S. in Computer Information Systems (52.1201), to Computer Networking and Cybersecurity, A.A.S. in Computer Information Systems (52.1201)
- 3. Nomenclature change from Visual Communication, A.F.A. (50.0702), to Graphic and Interactive Design, A.F.A. (50.0706)

D. Rowan College at Gloucester County

- 1. New Degree option for an A.A. Arts and Sciences Theatre: Dance Option
- 2. Proposed change in award of an Associate in Arts (A.A.) Degree in Health, Physical Education and Recreation to Associate in Science (A.S.) Degree in Health, Physical Education and Recreation

E. Union County College

1. Nomenclature change – from Electronics/Electromechanical Engineering Technology, AAS degree to Engineering Technology, AAS

VII. <u>Old Business</u>

VIII. <u>New Business</u>

Updates to pages 31-37 of the AIC Manual submitted by Eric Taylor, Director of Licensure, Office of the Secretary of Higher Education.

Eric Taylor took Committee through the various updates made to pages 31-37 of the AIC Manual.

New Jersey Presidents' Council Academic Issues Committee April 5, 2019

MINUTES

Present (via phone): Nurdan Aydin, New Jersey City University Basil Baltzis, New Jersey Institute of Technology Jacki Belin, Raritan Valley Community College Jim Burkley, Rutgers University Rafael Castilla, Eastwick College Jon Connolly, Sussex County Community College Willard Gingerich, Montclair State University Roberta Harvey, Rowan University Sue Henderson, Chair AIC, New Jersey City University William Keep, The College of New Jersey Bob Kleinschmidt, Mercer County Community College Jeff Lee, Essex County College Rosalind Reichard, Centenary University Gillian Small, Fairleigh Dickinson University David Stout, Brookdale Community College Jeff Toney, Kean University Marianne Vakalis, Berkeley College Lori Vermeulen, Stockton University

Also Present (via phone): Eric Taylor Office of the Secretary of Higher Ed Guillermo "Will" de Veyga, New Jersey City University Rose Mary Reilly, New Jersey City University

I. <u>Call to Order / Roll Call</u>

II. <u>Approval of Minutes of the February 15, 2019 Meeting</u>

Mr. Burkley submitted a request to amend the February 15, 2019 Minutes to reflect in the Fairleigh Dickinson University Reading 3. Doctor of Occupational Therapy to read: Mr. Burkley suggested that the degree designation appearing in the Program Announcement as "Occupational Therapy Doctorate" perhaps should be adjusted to Doctor of Occupational Therapy, with the degree abbreviation remaining O.T.D. Dr. Castilla moved, seconded by Dr. Connolly to approve the amended minutes of the February 15, 2019 meeting.

III. Report from the Chair President Henderson reported as a request from the New Jersey Presidents' Council Merodie Hancock, Roberta Harvey and Eric Taylor are working on Out of State Licensure requests

and collecting data to research how other states handle this including the process and any fees.

IV. <u>New Programs</u>

A. Caldwell University

 Bachelor of Science (B.S.) in E-Sports Management, CIP Code 31.0504 First Reader: Nurdan Aydin, NJCU Second Reader: Rosalind Reichard, Centenary University

Dr. Aydin summarized the submitted proposal stating E-Sports is a multimillion dollar industry, with opportunities in finance, marketing, advertising and entertainment. The consultant has appropriate credentials, visited the Institution, and provided a comprehensive report. Minor recommendations were made and the Institution has already properly addressed them. Goals are aligned with the Institutions strategic plan. Dr. Reichard concurred with Dr. Aydin's summary. It was moved by Dr. Aydin and seconded by Dr. Reichard, that this proposal be recommended to the Presidents' Council. The motion was carried.

2. Master of Science (M.S.N.) in Nursing in Population Health, CIP Code 51.3802

First Reader: Rafael Castilla, Eastwick College Second Reader: Jennifer Palmgren, TCNJ

*Dr. Keep reported in the absence of Dr. Palmgren.

Dr. Castilla summarized the submitted proposal stating the consultant visited the Institution on January 24, 2019, the program is within the Institutions mission. The M.S.N. in Population Health is designed to prepare graduates with the knowledge, attitudes and skills (KAS) to improve health outcomes for populations at the local and national level focusing on vulnerable populations and address a health need. The consultant was qualified and provided a thorough report, in which the Institution's response was adequate. Dr. Keep concurred with Dr. Castilla's summary. It was moved by Dr. Castilla and seconded by Dr. Keep, that this proposal be recommended to the Presidents' Council. The motion was carried.

B. Montclair State University

1. Bachelor of Arts (B.A.) in Educational Foundations for Elementary Teachers, CIP Code 13.1202

First Reader: Jeff Toney, Kean University

Second Reader: David Stout, Brookdale Community College

Dr. Toney summarized the submitted proposal stating the program is a little different than other educational programs at more of an advanced level. Overall the proposal was well prepared, included a good assessment plan with rubrics. The consultant was well qualified and the Institution provided a clear response to the report. Dr. Stout concurred with Dr. Toney's summary and added the consultant mentioned this program should be a model for others to

copy, very impressed with the direction this program is taking to prepare better qualified elementary school teachers. It was moved by Dr. Toney and seconded by Dr. Stout, that this proposal be recommended to the President's Council. The motion was carried. Dr. Gingerich abstained.

- 2. Master of Science (M.S.) in Computational Linguistics, CIP Code 16.0102 First Reader: Basil Baltzis, NJIT Second Reader: Christopher Capuano, Fairleigh Dickinson University *Dr. Small reported in the absence of Dr. Capuano. Dr. Baltzis summarized the submitted proposal stating the proposal was submitted jointly by the Linguistics and Computer Science Departments, the Institution currently offers a graduate certificate in this area. The need is well documented. The consultant is well qualified and conducted a site visit in October of 2018. The Institution appropriately responded to the consultants recommendations. Dr. Small concurred with Dr. Baltzis' summary. It was moved by Dr. Baltzis and seconded by Dr. Small, that this proposal be recommended to the Presidents' Council. The motion was carried. Dr. Gingerich abstained.
 - 3. Master of Arts (M.A.) is Social Research and Analysis, CIP Code 45.0102 First Reader: Lori Vermeulen, Stockton University Second Reader: Roberta Harvey, Rowan University Dr. Vermeulen summarized the submitted proposal stating the consultant was well qualified. The objective is clearly stated and is aligned to the Institution's mission. A needs analysis, labor market data and student survey data were provided. The consultant's report was thorough and the Institution's response was favorable. Dr. Harvey concurred with Dr. Vermeulen's summary. It was moved by Dr. Vermeulen and seconded by Dr. Harvey, that this proposal be recommended to the Presidents' Council. The motion was carried. Dr. Gingerich abstained.

C. Ocean County College

Associate in Science Degree in Social Work, CIP Code 44.0701
First Reader: Michael McDonough, Raritan Valley Community College
Second Reader: Jianping Wang, Mercer County Community College
*Dr. Belin reported in the absence of Dr. McDonough, and Dr. Kleinschmidt
reported in the absence of Dr. Wang.

Dr. Belin summarized the submitted proposal stating the program is a replacement for the Human Services options in the Public Service program. This program utilizes a multi-level approach to determine how historical, political, and economic factors create and inform social problems and policies. The consultant is well qualified, and the program fits with the Institution's mission. Dr. Kleinschmidt concurred with Dr. Belin's summary. It was moved by Dr. Belin and seconded by Dr. Kleinschmidt, that this proposal be recommended to the Presidents' Council. The motion was carried.

D. Passaic County Community College

Associate in Fine Arts in Studio Arts, CIP Code 50.0702
 First Reader: David Stout, Brookdale Community College
 Second Reader: Anthony Munroe, Essex County College
 * Dr. Lee reported in the absence of Dr. Munroe.
 Dr. Stout summarized the submitted proposal stating the assessment plan, program learning outcomes, and curriculum map were well done and the program is clear. Consultant's report was very thorough and provided recommendations, that the Institution responded to. Overall this is a very strong proposal. Dr. Lee concurred with Dr. Stout's summary. It was moved by Dr. Stout and seconded by Dr. Lee, that this proposal be recommended to the Presidents' Council. The motion was carried.

E. Rider University

- Bachelor of Arts (B.A.) in Dance Science, CIP Code 50.0301
 First Reader: Marianne Vakalis, Berkeley College
 Second Reader: Jianping Wang, Mercer County Community College

 *Dr. Kleinschmidt reported in the absence of Dr. Wang.
 Dr. Vakalis summarized the submitted proposal stating the science of dance movement has become an area of interest. 20% or more of dance program graduates seek graduate level or professional training programs in medicine, therapy or science. The program goals are sound and clearly stated. The consultant is well qualified and provided a thorough report, in which Rider responded appropriately. A site visit was conducted in December 2018. Dr. Kleinschmidt concurred with Dr. Vakalis' summary. It was moved by Dr. Vakalis and seconded by Dr. Kleinschmidt that this proposal be recommended to the Presidents' Council. The motion was carried.
- Bachelor of Science (B.S.) in Exercise Science, CIP Code 31.0505
 First Reader: Roberta Harvey, Rowan University
 Second Reader: Anthony Munroe, Essex County College
 * Dr. Lee reported in the absence of Dr. Munroe.
 Dr. Harvey summarized the submitted proposal stating this is a straight forward and solidly articulated proposal, Rider will seek accreditation from the Commission on Accreditation of Allied Health Programs. The proposed new major will offer the Institution, a range of opportunities related to interprofessional faculty growth and collaboration, shared curricula, and a solid foundation for growth in health-related courses and programming. The consultant was well qualified, the Institution developed a high quality, forward thinking program. During the comment period, there were six letters of no objection and one letter of objection received. The objection letter

stated the program is duplicative but did not provide a substantive response. Per the AIC guidelines, Rider University provided the Institution with a substantive reply pointing out data supporting the "need" for the program and growth. Stating there are many academic programs that are common/universal to institutions and not having this program is a gap in Rider's academic portfolio. Dr. Lee concurred with Dr. Harvey's summary. It was moved by Dr. Harvey and seconded by Dr. Lee, that this proposal be recommended to the Presidents' Council. The motion was carried.

3. Master of Science in Higher Education Assessment, Analytics & Change Management, CIP Code 13.0601 First Reader: Willard Gingerich, Montclair State University Second Reader: James Burkley, Rutgers University Dr. Gingerich summarized the submitted proposal stating the proposal is a straight forward program to prepare leaders for developing and using a comprehensive data-driven leadership strategy focused on collaborative planning and strategic visioning. There was a site visit conducted on November 16, 2018, the consultant is well qualified. The Institution responded to the consultant's recommendations accordingly. It is a 30 credit program collaboratively between the College of Education and College of Business and will be delivered fully on-line. Mr. Burkley concurred with Dr. Gingerich's summary. It was moved by Dr. Gingerich and seconded by Mr. Burkley, that this proposal be recommended to the Presidents' Council. The motion was carried.

F. Rutgers University – Newark and New Brunswick

Master of Science (M.S.) Digital Marketing, CIP Code 52.0208
 First Reader: Jennifer Palmgren, TCNJ
 Second Reader: Willard Gingerich, Montclair State University
 * Dr. Keep reported in the absence of Dr. Palmgren.
 Dr. Keep summarized the submitted proposal stating this program is consistent with Rutgers overall plan and is a solid program directed at a growing market. The consultant is well qualified and conducted a site visit on June 21, 2018. Dr. Gingerich concurred with Dr. Keep's summary. It was moved by Dr. Keep and seconded by Dr. Gingerich, that this proposal be recommended to the Presidents' Council. The motion was carried. Mr. Burkley abstained.

G. Rutgers University – New Brunswick

1. Bachelor of Arts (B.A.) Environmental Studies, CIP Code 03.0103 First Reader: Nurdan Aydin, NJCU

Second Reader: Michael McDonough, Raritan Valley Community College * Dr. Belin reported in the absence of Dr. McDonough. Dr. Aydin summarized the submitted proposal stating it is an interdisciplinary second major with the combined emphasis in the program on the social sciences, natural sciences, and humanities. This program adopts the University of Wisconsin's successful model. The consultant is well qualified and his report was very thorough. The program objectives are sound and clearly articulated. Dr. Belin concurred with Dr. Aydin's summary. It was moved by Dr. Aydin and seconded by Dr. Belin, that this proposal be recommended to the Presidents' Council. The motion was carried. Mr. Burkley abstained.

H. Thomas Edison State University

 Master of Science (M.S.) in Cybersecurity, CIP Code 11.1003 First Reader: Christopher Capuano, Fairleigh Dickinson University Second Reader: James Burkley, Rutgers University
 * Dr. Small reported in the absence of Dr. Capuano.

Dr. Small summarized the submitted proposal stating the Master of Science in Cybersecurity will be offered by the School of Applies Science and Technology. This program is to be offered completely on-line. The program learning outcomes are provided. The consultant is well qualified, however there is no evidence of a consultant site visit. Mr. Burkley concurred with Dr. Small's summary. Dr. Small and Mr. Burkley agreed that the proposal should not be moved forward and be returned to the institution for clarification. The Committee agreed.

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

- 1) No evidence of required Consultant Site Visit.
- 2) Address Faculty Credentials to be sure they are appropriate.
- Correct Consultant's Report (6) to reflect the New Jersey Presidents' Council NJPC and State of New Jersey – Office of the Secretary of Higher Education, not New Jersey Department of Education.

V. Other Action Items

A. Rowan College at Gloucester County

 Program Conversion Option: From A.S. Arts and Sciences, Criminal Justice Option Program to an A.S. Degree in Criminal Justice CIP Code 43.0103 First Reader: Lori Vermeulen, Stockton University Second Reader: Rosalind Reichard, Centenary University Dr. Vermeulen summarized the submitted proposal stating the proposal is straight forward, the primary reason for this conversion is due to enrollment growth. It is well aligned to the strategic plan and Institution's mission and outcomes. Since this is a program conversion option, a site visit is not required. The five learning outcomes are clearly stated. Dr. Reichard concurred with Dr. Vermeulen's summary. It was moved by Dr. Vermeulen and seconded by Dr. Reichard, that this proposal be recommended to the Presidents' Council. The motion was carried.

VI. For Your Information

A. Felician University

- 1. New Certificate Notification Undergraduate Certificate Program in Digital Marketing, CIP Code 09.0702
- 2. Nomenclature change from certificate in Information Assurances to Cybersecurity Certificate , CIP Code 11.1103
- 3. New Certificate Notification Undergraduate Certificate Program in Supply Chain Management, CIP Code 52.0203

B. Kean University

- 1. New Options
 - B.S. Biology, Forensic Science, CIP Code 26.0101
 - B.S. Chemistry, Forensic Science, CIP Code 40.0501
- Nomenclature change from Master of Science in Nursing, Clinical Management Option to Master of Science in Nursing, Nursing Leadership Option CIP Code will remain 51.3808

C. Monmouth University

- Undergraduate Program Option Shelving: BA in Spanish and International Business, School of Humanities and Social Sciences, effective fall 2019, CIP Code 52.1101
- 2. Undergraduate Nomenclature Change in the School of Nursing and Health Studies, effective fall 2019, CIP Code 31.0501
 - From BS in Health Studies/Physical Education and Education with an Endorsement in K-12 Education in Health/Physical Education
 - To BS in Health and Physical Education with an Education Endorsement in K-12
 - 3. New Undergraduate Program Option: BA is Sociology with a Concentration in Applied Research and Community Organizing, School of Humanities and Social Sciences, effective fall 2019, CIP Code 45.1101
 - 4. New Graduate Certificate: Geographic Information Systems, School of Humanities and Social Sciences, effective fall 2019, CIP Code 45.0702
 - 5. Graduate Nomenclature Change of a Concentration in the MSW program in the School of Social Work, effective fall 2019, CIP Code 44.0701
 - From International and Community Development
 - To Global and Community Practice

D. Montclair State University

- 1. New Graduate Certificate Program in Inquiry Based Teaching and Learning, CIP Code 13.0901
- 2. New Graduate Certificate Program in Theatre of Diversity, Inclusion, and Social Change, CIP Code 50.0501

E. Ocean County College

- 1. New Certificate of Completion in Digital Photography, CIP Code 50.0605
- 2. Termination of the Teacher's Aide Certificate of Completion, CIP Code 13.1501

F. Raritan Valley Community College

- 1. Modification of the degree designation for Criminal Justice an Associate of Arts to an Associate of Science (please see letter of explanation in packet)
- Nomenclature Change: From Interactive Digital Media, A.A.S CIP Code 30.3101 To: Interface Design & Web Development, A.A.S. CIP Code 30.3101
- 3. Nomenclature Change: From Web Developer, A.S. CIP Code 11.1004 To: Interface Design & Web Development, A.S. CIP Code 11.1004
- 4. New Certificate Interface Design & Web Development, Certificate CIP Code 11.0801

G. Rider University

- Notice of a New Program Option: Dual MBA/MS in Corporate Finance CIP Codes 52.0201 Business Administration & Management & 52.0304 Accounting & Finance
- 2. Nomenclature change: From Bachelor of Arts in Liberal Studies Marine Ecological Emphasis To: Earth Sciences
- 3. Initiation of a New Program Option –Earth Sciences, CIP CODE 40.0601

H. Thomas Edison State University

- 1. Graduate Certificate in Hospitality Management, CIP Code 52.0201
- 2. Graduate Certificate in Healthcare Management, CIP Code 52.0201
- 3. Graduate Certificate in International Business Finance, CIP Code 52.0201

VII. Old Business

A. Atlantic Cape Community College – Resubmitted from September 29, 2017

 Child Development and Child Care, A.A.S., CIP Code 19.0709 First Reader: Jianping Wang, Mercer County Community College Second Reader: Jeff Toney, Kean University

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

Dr. Kleinschmidt summarized the revised submitted proposal stating the proposal was resubmitted from September of 2017. The proposal overall is strong, and supports the Institution's strategic plan. The Institution did have a new consultant review the proposal, however there is still some confusion and concerns with the proposal. Dr. Toney concurred with Dr. Kleinschmidt's summary. Dr. Kleinschmidt and Dr. Toney agreed that the proposal should not be moved forward to the NJPC and be returned to the institution for clarification. The Committee agreed.

Action: The Committee agreed that the proposal be returned to the Institution for the Institution to address the following:

1. Resolve the issue between the five program goals and the six student learning outcomes.

- 2. Resolve the statement (Page 13, under 4. Need, paragraph 2) about the program being an online program to reflect what the consultant learned from the visit.
- 3. Clarify the statements on page 14, under 3. Students (and fix the numbering in the document) regarding whether they are expecting 10, 15 or 20 students in an initial cohort.

B. Camden County College – Resubmitted from February 15, 2019

Cybersecurity in Applied Science, CIP Code 11.1003
 First Reader: Mark McCormick, Middlesex County College
 Second Reader: Anthony Munroe, Essex County College
 * Dr. Lee reported in the absence of Dr. Munroe.
 *Dr. McCormick provided a written report to Dr. Munroe and Dr. Henderson, Dr. Henderson read the report Dr. McCormick provided. It summarized the revised proposal stating the College fully addressed the concerns the AIC raised during the original submission on February 15, 2019. A response to the consultant's report, addressing the consultant's concerns as well as the discrepancy in the number of credits in the proposed new program as either 61 or 62 credits while the program proposal itself indicated the total number to be 60, in compliance with the new 60/120 law that is scheduled to go into effect in the next academic year. Dr. Lee concurred with Dr. McCormick's written summary. It was recommended by Dr. Lee, that this proposal be recommended to the Presidents' Council. The motion was carried.

C. Eastern International College – Resubmit 3 Programs from January 11, 2019

- 1. Bachelor of Science in Dental Hygiene, CIP Code 51.0602 First Reader: Roberta Harvey, Rowan University Second Reader: Jianping Wang, Mercer County Community College *Dr. Kleinschmidt reported in the absence of Dr, Wang. Dr. Harvey summarized the revised submitted proposal stating that the proposal was resubmitted from the January 11, 2019 AIC Meeting and that the resubmission does not address the concerns. The Institution declined to provide new information or otherwise revise the proposal. Dr. Harvey concluded on review of the Institution's response that the concerns remain and are sufficiently consequential to warrant remedy. Dr. Kleinschmidt concurred with Dr. Harvey's summary. Dr. Harvey and Dr. Kleinschmidt agreed that the proposal should not be moved forward to the NJPC and to be returned to the Institution for clarification. The Committee agreed. Action: This program was initially reviewed at the January 11, 2019, AIC Meeting. The April 5, 2019, resubmission has not addressed the concerns the AIC previously set forth. The Committee agreed that the proposal should be returned to the Institution for further clarification of the intended relationship of this proposal to the existing BSDH degree completion program.
 - 1) Differentiate the program titles and/or degree designations.

- 2) The consultant must perform the required site visit and compose a report that is specific to this program. The report must provide a substantive analysis of the soundness of the pre-licensure program design and implementation plan and specifically address the relationship of the two degree programs including comparison to the existing degree completion program.
- 3) Provide a valid employment demand analysis demonstrating the need for this program.
- 4) Clarify the respective advantages to students of the two different degree programs as well as objectives relative to the two programs to clarify the purpose of the two pathways.
- Bachelor of Science in Nursing (RN to BSN), CIP Code 51.3801
 First Reader: Centenary University Reader absent on the January 11, 2019
 Second Reader: Jennifer Palmgren, TCNJ

*Dr. Keep reported in the absence of Dr. Palmgren.

Dr. Keep summarized the revised resubmitted proposal stating there was a site visit on March 29, and the consultant responded favorable to the program. The Institution responded to the concerns the AIC requested from the January 11, 2019 original review. There is a concern with this being a separate unique program approach as well as the implementation of this program as they have not hired faculty or obtained the affiliated agreements required. It was moved by Dr. Keep, that this proposal be recommended to the Presidents' Council, noting the AIC encourages the Institution to hire the needed faculty stated in the proposal for their Bachelor of Science in Nursing program as well as implement affiliated agreements. The motion was carried. Mr. Burkley abstained.

3. Bachelor of Science in Nursing, CIP Code 51.3801 First Reader: Lori Vermeulen, Stockton University Second Reader: Marianne Vakalis, Berkeley College Dr. Vermeulen summarized the revised submitted proposal stating the proposal was resubmitted from the January 11, 2019 AIC Meeting and that the resubmission does not address the concerns. The Institutions response for the need for both programs (Bachelor of Science in Nursing and Bachelor of Science in Nursing RN to BSN), was not addressed, weak demand study and the graduation requirement of a 2.50. The consultant conducted a site visit in March of 2019. There are more letters of objections to the program than acceptance. Dr. Vakalis concurred with Dr. Vermeulen's summary. Dr. Vermeulen and Dr. Vakalis agreed that the proposal should not be moved forward to the NJPC and to be returned to the Institution for clarification. The Committee agreed. Action: This Program was initially reviewed at the January 11, AIC Meeting. The April 5, resubmission has not addressed the concerns the AIC previously set forth.

- 1) Clarity of the Program is still required and the need for both programs.
- 2) Address weak demand study and enrollment figures.
- 3) Address the faculty resource concerns.
- 4) Address the concern of the graduation requirement of 2.50, is sufficient in producing a quality employee.

D. Fairleigh Dickinson University – Resubmitted from February 15, 2019

Associate of Science in General Science, CIP Code 30.1801
 First Reader: Jon Connolly, Sussex County Community College
 Second Reader: David Stout, Brookdale Community College

 *Dr. Stout report on this proposal earlier in the agenda, as he had a schedule conflict. Dr. Connolly summarized the revised submitted proposal stating the proposal was resubmitted from the February 15, 2019 AIC meeting, and agreed with Dr. Stout's previous comments, stating the Institution responded to the concerns the AIC requested from the original review and meets all standards. All concerns have been addressed in the letter provided as well as the program documentation revised. This is a well-grounded program in their Latino Promise Program, the revised assessment plan and curriculum have improved considerably. Dr. Connolly concurred with Dr. Stout's earlier summary. Dr. Connolly, recommended that this proposal be forwarded to the Presidents' Council. The motion was carried. Dr. Small abstained.

E. Warren County Community College – Resubmitted from November 30, 2018

1. Associate in Science (A.S.) Addiction Counseling Degree, CIP Code 51.1501

First Reader: Rafael Castilla, Eastwick College

Second Reader: Roberta Harvey, Rowan University

Dr. Castilla summarized the revised submitted proposal stating the proposal was resubmitted from the November 30, 2018 AIC meeting. The Institution responded to the concerns the AIC requested from the original proposal. The consultant updated the report using the current AIC consultant report template and addressed the missing elements, including reviewing the program evaluation and learning outcomes assessment. This is a strong proposal. Dr. Harvey concurred with Dr. Castilla's summary. It was moved by Dr. Castilla and seconded by Dr. Harvey, that this proposal be recommended to the President's Council. The motion was carried.

VIII. <u>New Business</u>

New Jersey Presidents' Council Academic Issues Committee May 17, 2019, 10:00 a.m. New Jersey City University – School of Business MINUTES

Present (in person):

Nurdan Aydin - NJCU Basil Baltzis – NJIT Jim Burkley – Rutgers University Rafael Castilla – Eastwick College Willard Gingerich – Montclair State University Roberta Harvey – Rowan University Sue Henderson, Chair AIC, - NJCU William Keep - TCNJ Judith F. Kornberg - Berkeley College Mike McDonough - Raritan Valley Community College Jennifer Palmgren - TCNJ Roz Reichard – Centenary University Lori Vermeulen – Stockton

Also Present (in person):

Eric Taylor, Esq. - Office of the Secretary of Higher Education Guillermo "Will" de Veyga - NJCU Rose Mary Reilly – NJCU

Present (via phone):

Bob Kleinschmidt - Mercer County Community College Gillian Small – Fairleigh Dickinson University

Provided Written Reports:

MaryAnn Baenninger – Drew University Mark McCormick – Middlesex County College Jeff Toney – Kean University

- I. <u>Call to Order / Roll Call</u>
- II. <u>Approval of Minutes of the April 5, 2019 Meeting</u>
 Dr. Castilla moved, seconded by Dr. Baltzis, to approve the minutes of the April 5, 2019 meeting.
- III. <u>Report from the Chair</u>

Dr. Henderson reported the continuing to work on the licensure work, that the NJPC wanted the AIC to work on, our re-licensure process is different than other states and we are trying to get ourselves inline. The subcommittee is being spearheaded by the OSHE, specifically Eric Taylor, with Dr. Harvey and Dr. Hancock as members.

At the recent Senate Higher Ed Committee Meeting, they brought up the concept up duplicative activity, and how the AIC works. The politicians in the state are paying attention to some of our academic programs and what are process is.

IV. <u>New Programs</u>

A. Felician University

 Associate of Science in Occupational Therapy Assistant, CIP Code 51.0803 First Reader: Jacki Belin, Raritan Valley CC Second Reader: Jon Connolly, Sussex CC

*Michael McDonough reported in the absence of Dr. Belin. Dr. McDonough summarized the submitted proposal noting that on page 15 of the proposal, the institution omitted Raritan Valley Community College in their list of OTA Accredited institutions in the State. The consultant's report was very brief and didn't follow the AIC guidelines. There is a lack of specificity on course learning outcomes and assessments. Dr. McDonough requested that the proposal should 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 for the institution to address the following:

- 1. A Consultant with more credentials in the field conduct a more thorough review.
- 2. Lack of specificity course learning goals, and curriculum assessments.
- Bachelor of Arts in Gaming and Interactive Media, CIP Code 11.0804 First Reader: Rafael Castilla, Eastwick College

Second Reader: Mark McCormick, Middlesex CC

Dr. McCormick provided a written review report prior to the meeting. Dr. Castilla read the remarks provided by Dr. McCormick outlining a strong proposal. Dr. Castilla found the consultant to be well qualified however the consultant comments were editorial and the consultant's report was missing some sections. Dr. Castilla requested that the proposal should 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. Consultant use the AIC guidelines specifically and resubmits the report.

B. Hudson County Community College

 Associate in Applied Science – Advanced Manufacturing, CIP Code 14.3601 First Reader: David Stout, Brookdale CC

Second Reader: Bob Kleinschmidt, Mercer CCC

*Dr. Kleinschmidt reported in the absence of Dr.

Wang. Dr. Kleinschmidt stated Hudson County

Community College (HCCC) submitted a proposal

for a new Associate of Applied Science in Advanced

Manufacturing. The proposed new program is consistent with HCCC's mission, does not appear to be duplicative, and is not excessively expensive. It does seem to be missing information about the program faculty, and does not seem to contain a local demand analysis. Dr. Aydin also read the report and concurred with Dr. Kleinschmidt. Dr. Kleinschmidt motioned to move the proposal forward to the Presidents' Council, but asked the institution to provide the following to the AIC:

Action:

- 1. Information about the timeline, process, for program assessment.
- 2. Information about the demand analysis for the local need for the program.
- 3. A description, including qualifications for the faculty teaching in the program.

The Committee agreed to recommend the proposal to the Presidents' Council with the Institution providing the details above.

C. Montclair State University

 Master of Science (M.S.) in Applied Mathematics, CIP Code 27.0301 First Reader: Basil Baltzis, New Jersey Institute of Technology Second Reader: Jim Burkley, Rutgers University

Dr. Baltzis summarized the submitted proposal noting this is a conversion of existing concentration into a stand-alone degree, therefore a consultant's report is not required. Dr. Baltzis felt the outcomes required more specificity. Mr. Burkley reported the waiver request went into detail, and the faculty is in place. Mr. Burkley motioned to move the proposal forward to the Presidents' Council, Dr. Harvey second. The motion was carried. Dr. Gingerich abstained.

D. Rider University

Bachelor of Science (B.S.) in Cyber Security, CIP Code 11.1003
 First Reader: Roberta Harvey, Rowan University
 Second Reader: MaryAnn Baenninger, Drew University
 Dr. Baenninger provided a written review report. Dr. Harvey summarized the submitted proposal stating the consultant was exceptional, the consultant noted the challenge Rider, and any university offering cybersecurity degrees, is its ability to recruit and retain faculty with an expertise in cybersecurity.
 Dr. Henderson provided information from Dr. Baenninger's written report.
 Dr. Harvey motioned to move the proposal forward to the Presidents' Council, Dr. Baltzis second. The motion was carried.

E. Rowan University

Bachelor of Science in Surveying Engineering Technology,CIP Code 14.3801
First Reader: Willard Gingerich, Montclair State University
Second Reader: William Keep, The College of New Jersey
Dr. Gingerich summarized the submitted proposal
for the new degree program Bachelor of Science in

Surveying Engineering Technology and stated the consultant is very well qualified and provided a fully detailed report and conducted the necessary site visit on March 1, 2019. The Institutions response to the consultant's report should reflect addressing faculty shortage and the ability to find qualified faculty as well as the facilities specifically the computers and instruments needed at Gloucester County. Dr. Keep concurred with Dr. Gingerich's summary. Dr. Gingerich motioned to move the proposal forward to the Presidents' Council, but asked the institution to provide the following to the AIC:

Action:

- 1. Please address the consultant's concerns with the faculty shortage and the ability to find qualified faculty in this field.
- 2. Please address the consultant's concerns with regard to the facilities, specifically computers and instruments required at the Gloucester County Campus.

The Committee agreed to recommend the proposal to the Presidents' Council with the Institution providing the details above.

2. Bachelor of Arts in Applied Professional Communication, CIP Code 09.0199 First Reader: Lori Vermeulen, Stockton University Second Reader: Jeff Toney, Kean University Dr. Toney provided a written report read by President Henderson. Dr. Vermeulen stated this proposal is for Rowan College at Burlington County – a BA in Applied Professional Communication. This is a "3+1" program. Students at a senior level are offered a 15% discount from Rowan University's tuition rates. Overall, the program document is well done and addresses requirements set by AIC. The consultant is well qualified, and raises question about the adequacy of learning outcomes. The institution response is that it has "begun making plans to implement a more rigorous assessment framework." Dr. Vermeulen recommend that the institution articulate what this framework looks like. A student survey conducted indicated that 47% would definitely be interested in such a program in Applied Professional Communication. Most job growth of about 6% is predicted from 2016 to 2026 by the Bureau of Labor Statistics. Similar programs are offered at Farleigh Dickinson University, Kean University, Montclair State University, Rutgers University – Newark, Seton Hall University, Stockton University and William

Paterson University. The initial cohort of transfer students is indicated as 15 students, growing to 60 students by the fifth year. Dr. Vermeulen motioned to move the proposal forward to the Presidents' Council, but asked the institution to provide the following to the AIC:

Action:

1. Provide a clear description of the sustainability of their assessment of learning outcomes and how the assessment data will be used to improve their program.

The Committee agreed to recommend the proposal to the Presidents' Council with the Institution providing the details above.

 Bachelor of Professional Studies, CIP Code 24.0199
 First Reader: Gillian Small, Fairleigh Dickinson University Second Reader: Judith Kornberg, Berkeley College

*Dr. Small reported in the absence of Dr. Capuano.

This new program is designed as a degree-completion program for individuals who have either completed an associate degree in applied science or other associate degrees, certificates or credit-bearing community college programs. It is designed to provide stackable credentials that eventually lead to a bachelor's degree. The program is planned to be offered at the community colleges Rowan College at Gloucester County and Rowan College at Burlington County.

They state that program modules will be designed to generate demand and that they would need support for the program from industry partners. Since they see this as an umbrella program they state that they may need to adjust the program as they go along depending on demand for specific areas.

The consultant is very well qualified and made a site visit on April 24^{th.} Following this visit her report sited many issues that needed to be addressed including the fact that the program needs to have more specificity, that there is no enrollment plan (she recommended focus group discussions with students at the CC to discuss what would draw them to complete their bachelor's degree), she also stated that because the program is not fully defined, the faculty are not yet known. She also noted that the Administrative structure is an issue because there was no administrative home for the program (due to lack of definition of the program). Further, she stated that there is no way to evaluate the program without an administrative structure and without clear pathways and learning objectives.

In her report she recommended **Non-approval** unless major modifications are made.

However, she also added appendices to her report which included:

Course learning outcomes examples, recommendations on learning outcomes and coursework for four pathways (Entrepreneur, Management & leadership, Career Changer and Fresh Start). She also made recommendations for an Administrative Structure.

Rowan provided a response to the consultant's report acknowledging that many program elements require further development. They stated that they will focus resources on cultivating relationships through Rowan College at Gloucester County and that they are working with that college's office of Institutional Research & Assessment to analyze enrollment and transfer data for students in the applied associate's degree programs. They have received data indicating many students are already transferring to Rowan University despite the absence of an articulated pathway.

They agree that they have not yet articulated measurable learning goals and outcomes and also agree with one of the consultant's comment that a strength is the inclusion of a capstone course which could be used to collect much of the assessment data regarding student outcomes. They state that they will make use of other capstone course assessments from existing programs as models.

The consultant had stated that the proposed format, although allowing for flexibility and agility, would not be easy to execute because it provided too many options for the student. Rowan acknowledged this and in their response stated they recognize that the largely unspecified nature of the program of study is not feasible and they are working on pilot versions of programs that will allow them to better determine the number of options that can be supported.

The consultant stated that at this time the standards for completion are not defined because decisions on Pathways and their content has not been finalized. Rowan agreed that standards for completion will need to be clearly communicated to students and have tentatively outlined degree requirements but the specific standards will need to be further reviewed and refined through their University Senate Curriculum Committee process and that they will be finalized before students enroll.

Following the detailed response to the consultant's original report, the consultant sent an addendum to her report acknowledging that progress has been made in many areas. However, her final thoughts were that Rowan should be given "*Provisional Approval*" for the degree with the provision that there is still work to be done on the curriculum and the need to further define the assessment.

Since we do not have the ability to provide *Provisional Approval*, I would recommend that Rowan continue to develop the program as outlined below and bring it back to the AIC as soon as they have done so, recognizing that this is an important program to implement.

Dr. Kornberg concurred with Dr. Small's summary. Dr. Small and Dr. Kornberg agreed that the proposal should not be moved forward and be returned to the institution for more specificity. The Committee agreed. **Action:** The Committee agreed that the proposal be returned to the institution for the institution to address the following:

We recommend that Rowan map out one potential "pathway" including a draft curriculum, learning outcomes and assessment plan. This will help clarify the proposal and can act as a template that will better illustrate what they will do for other pathways still to be designed.

F. Talmudical Academy of New Jersey

Associate of Talmudic Studies degree, CIP Code 39.0606
 First Reader: Bob Kleinschmidt, Mercer CCC

Second Reader: Mark McCormick, Middlesex CC

Dr. McCormick provided a written review which Dr. Kleinschmidt read. Dr. Kleinschmidt summarized the proposal stating the Talmudical Academy of New Jersey (TANJ) has submitted a proposal for a new Associate degree program in Talmudic Studies. Although the proposed new program appears to be consistent with TANJ's mission, the proposal is missing details with regard to program needs, budgetary information and faculty qualifications. The consultant's qualifications in evaluating this proposal are unclear. Dr. Kleinschmidt recommends that the proposal should not be moved forward and be returned to the institution for more specificity. The Committee agreed. **Action:** The Committee agreed that the proposal be returned to the institution for the institution for the institution to address the following:

- 1. Clearly describe the local needs of this program over the first five years
- 2. Please provide budgetary information
- 3. Please describe and list qualifications for faculty
- 4. Clarify the qualifications for the consultant, and his suitability to make this recommendation
 - a. Does a conflict of interest exist between the institution and potential accreditation with the consultant's organization?
 - b. In what discipline does the consultant hold a terminal degree?
 - c. Clarify how the consultant's experience is appropriate for this review.

G. Union County College

1. A.A.S. Health Information Technology, CIP Code 51.0707

First Reader: Tony Munroe, Essex CC

Second Reader: Jacki Belin, Raritan Valley CC

*Dr. McDonough reported in the absence of Dr. Belin.

Dr. McDonough summarized the submitted proposal stating the AAS degree in Health Information Technology offers a 60-credit integrated curriculum of general education and professional requirements based on entry-level competencies identified by the *Commission on Accreditation for Health Informatics and Information Management (CAHIIM)* education programs. The consultant was well qualified and provided a thorough report, with a site visit conducted on April 11, 2019. Dr. McDonough recommend that this Proposal be moved forward to the Presidents' Council. The motion was carried.

H. The College of New Jersey

 Bachelor of Arts in World Languages and Linguistics, CIP Code 16.0101 First Reader: Nurdan Aydin, New Jersey City University Second Reader: Rosalind Reichard, Centenary College

Dr. Aydin summarized the submitted proposal stating the consultant's report was strong and a site visit was conducted on June 4, 2018. Both reviewers agreed that demand study of the proposal might need additional, especially quantitative, data". Since additional data was not required to approve the program moving forward. They recommended the program. It was moved by Dr. Aydin and seconded by Dr. Reichard, that this proposal be recommended to the President's Council. The motion was carried.

 Five-Year Baccalaureate/Master of Arts in Teaching, CIP Code 13.1019 First Reader: Jim Burkley, Rutgers University Second Reader: Roberta Harvey, Rowan University

Mr. Burkley summarized the submitted proposal stating the institution is creating a dual certification program focusing on secondary education for students with disabilities, the proposed program will address a gap in the current preparation of special education teachers. The consultant was well qualified and conducted a site visit on December 14, 2017. The curriculum map was detailed and the institution addressed the consultants concern of the edTPA Performance Assessment for Teacher Certification Dr. Harvey concurred with Mr. Burkley's summary. It was moved by Mr. Burkley and seconded by Dr. Harvey, that this proposal be recommended to the Presidents' Council. The motion was carried.

I. William Paterson University

 Master of Science in Finance and Financial Services, CIP Code 52.0801 First Reader: William Keep, TCNJ

Second Reader: Willard Gingerich, Montclair State University Dr. Keep summarized the submitted proposal for a Master of Science in Finance and Financial Services seeks to address the need for well-trained finance professionals with advanced analytical and topical skills who can provide valueadded services to a fast-growing area, including corporate and institutional sectors as well as the consumer sector. The consultant was qualified but there is no evidence that the required site visit was conducted. Dr. Gingerich concurred with Dr. Keep's summary. Dr. Keep and Dr. Gingerich agreed that the proposal should not be moved forward to the NJPC and to be returned to the Institution for evidence that the required site visit was conducted.

Action: The Committee agreed that the proposal be returned to the institution for the institution to submit evidence that the required site visit was conducted.

V. Other Action Items

A. Hudson County Community College

 Program Conversion Option: From A.A. Liberal Arts in English to a Full Program Status as an Associate in Arts in English CIP Code 23.0101 First Reader: Tony Munroe, Essex CC

Second Reader: Rafael Castilla, Eastwick College

Dr. Castilla summarized the submitted program conversion option to convert the institution's existing AA Liberal Arts – Option in English to full program status as an AA in English, this will provide the Institution's students with increased academic and professional opportunities for students who want to broaden and deepen their understanding of literature and develop their own writing skills for professional and scholarly purposes. Graduates of this program prepare students for transfer into baccalaureate programs in English or related fields. This will improve transferability to 4 –year institutions. Dr. Castilla recommend that this Program Conversion Option be moved forward to the Presidents' Council. The motion was carried.

B. Rowan College at Burlington County

 Program Conversion Option: of the Associate of Science in Computer Science from an Option to Liberal Arts and Sciences to a stand-alone Associate of Science Degree in Computer Science (As.CSE). CIP Code 11.0101

First Reader: David Stout, Brookdale CC

Second Reader: Jon Connolly, Sussex CC

Dr. Stout and Dr. Connolly were not in attendance. Dr. Aydin reported in their absence. Dr. Aydin summarized the submitted Program Conversion Option of the Associate of Science in Computer Science from an Option to Liberal Arts and Sciences to a stand-alone Associate of Science Degree in Computer Science (As.CSE), stating this conversion was approved by the Rowan College at Burlington County's Board of Trustees in April 2019 and circulated to the New Jersey College and University Presidents, with no negative responses received. In conjunction with this, RCBC is requesting a waiver from the full process, including review of the converted option by an external consultant. All documents are in order. Dr. Aydin recommend that this Program Conversion Option be moved forward to the Presidents' Council. The motion was carried.

C. American College of Education – Licensure Petition https://www.state.nj.us/highereducation/higheddocs/ACE_Pet ition_2018.pdf password: Bronze\$2018

> First Reader: Lori Vermeulen, Stockton University Second Reader: Jim Burkley, Rutgers University

Dr. Vermeulen reported the institutions responses in many sections offer general assurances without specific detail which make it difficult to assess this proposal. Specific examples (not exhaustive) appear below.

Pages 9-10: Proposal should "describe what arrangements have been made for student placement, and include a sample of the agreement to be entered into with the cooperating agency. Indicate also the number of students each participating agency agrees to accept" (pp. 9-10). This section of the application includes only basic information about what traits proposed mentors should possess. There is no discussion about arrangements for placement, nor is there a list of participating agencies or a sense of how many students such agencies have agreed to accept. As the internship forms an important element of this program, this needs additional work. New Jersey graduate degrees in education/leadership also have internship/placement requirements. Are there sufficient locations to support an additional program or would this represent competition?

Pages 11-12: Assessment of student learning appears to be primarily confined to multiple-choice examinations. While these are based on case studies, this raises questions about the academic rigor of the proposed program.

Page 12: the application asks for details about proposed funding to support the program; what is offered in the application is vague (assurance that resources will meet needs appropriately—but no specifics).

Page 19: The question about how New Jersey constituents will be involved in the institutional governance structure is limited to satisfaction surveys and an online student discussion board.

Page 19: Details about onsite administration are also vague; while most courses are online, there are proposed lengthy internships and capstone projects with residency requirements. How those will be managed is not discussed. The following page (pg. 20) outlines the responsibilities of the program director and capstone coordinator, but not how they will interact with students in New Jersey, nor how they will oversee academic activities conducted within the state.

This is especially troubling in light of the first appendix, which includes their statements of accreditation. While accredited, the letter from the Teacher Education Accreditation Council noted that current assessment techniques neglected "important information about candidates' actual leadership skills" upon program completion.

Page 24: Very few (2 part-time) faculty are drawn from New Jersey. While not required by the licensure standards, it does raise questions about the program's ability to incorporate state-specific information/standards within the curriculum.

Page 36: The response to efforts to support and expand diversity are just a statement that the applicant finds diversity important and conforms with applicable laws prohibiting discrimination.

Page 45: Capstone projects required by this program require physical facilities. These have not yet been identified, so cannot be described. Residential facilities are proposed "at partner institutions" but none have been listed.

The biggest concern is about the need. Appendix B is the required market analysis (numbered as pp. 798-805). It's cursory; information does suggest that there is market potential, but nothing in this assessment indicates that New Jersey's current instate program (16 are listed) are insufficient to meet this need. Instead, the application focuses on ACE's ability to offer a degree at a lower cost.

Mr. Burkley concurred with Dr. Vermeulen's summary. Dr. Vermeulen and Mr. Burkley agreed not to recommend licensure of this program at this time. Too many questions have vague responses, and their program is not academically distinct. Moreover, there are several schools already serving this sector. The Committee agreed.

D. Jefferson University – Re-licensure Petition

https://www.state.nj.us/highereducation/higheddocs/TJU_Petition

<u>_2018.pdf</u>

password: 2018#bluE

First Reader: Nurdan Aydin, New Jersey City University Second Reader: Jeff Toney, Kean University

Dr. Toney provided a written report which President Henderson read. Dr. Aydin provided a summary of the Re-Licensure petition is for an MS in Physician Assistant Studies in partnership with Stockton University. The Licensure/Re-Licensure guidelines (p. 18) state that the OSHE staff review the petition and any comments submitted by in-State institutions, usually with the assistance of an external consultant. This petition does not include an evaluation by an external consultant. While not required, it would be helpful. Overall, this petition includes the critical elements required for out of state Re-Licensures (The Licensure/Re-Licensure guidelines (p. 63-65). Dr. Vermeulen added concern, the agreement they have with Stockton University as described in the proposal ends on June 30, 2019. They will continue to work with Stockton by saving some seats for Stockton students in its program. The location for delivering their program was not described in their proposal. Dr. Aydin recommend that this Re-Licensure petition be moved forward to the Presidents' Council. The motion was carried.

E. Mosdos Yaakov V'Yisroel – Licensure Petition

http://www.state.nj.us/highereducation/higheddocs/MYV_petitio

<u>n_2019.pdf</u>

password: Purple!2019

First Reader: Gillian Small, Fairleigh Dickinson University Second Reader: MaryAnn Baenninger, Drew University

*Dr. Small reported in the absence of Dr. Capuano. President Henderson read the report provided by Dr. Baenninger. Dr. Small conferred with Dr. Baenninger prior to the meeting. Dr. Small stated the degrees that the institution is seeking to offer are Associate of Classical Torah Studies, Bachelor of Classical Torah Studies, Associate of Talmudic Studies and Bachelor of Talmudic Studies. The Institution stated the need is due to the recent population growth in the Orthodox Jewish communities in New Jersey, has created a pressing need for additional schools in general, and for postsecondary programs in particular. They state that enrollment in Jewish day schools in NY grew by more than 47,000 (45%), and in NJ, the number grew by nearly 21,000 (116%). Further, nearly all of the growth in these two states is attributable to increased enrollment in both Yeshiva and Chassidic schools. The program fits with their mission and their long-range plans. A team of external consultants reviewed the petition and conducted a site visit on March 13, 2019. They were accompanied by an agency staff representative from the Office of the Secretary of Higher Education. In their report, they state that the institution meets the requirements for each of the rules and recommend approval of the petition for licensure for three years. President Henderson read Dr. Baenninger's report. It was moved by Dr. Small, that this proposal be recommended to the President's Council. The motion was carried.

F. Syracuse University – Licensure Petition

https://www.state.nj.us/highereducation/higheddocs/Syracuse_pet ition_2019.pdf

password: inDigo&2019

First Reader: Basil Baltzis, New Jersey Institute of Technology Second Reader: Judith Kornberg, Berkeley College

Dr. Baltzis summarized the petition for Licensure by the institution with a main campus at Syracuse, New York, seeks licensure to offer courses at four additional New Jersey high schools and approval for one new course to commence in 2019 and 2020. Syracuse University is accredited by the Middle States Commission on Higher Education. Dr. Kornberg concurred with Dr. Baltzis' summary. It was moved by Dr. Baltzis and seconded by Dr. Kornberg, that this Licensure Petition be forwarded to the Presidents' Council. The motion was carried. Dr. McDonough opposed.

VI. For Your Information

A. Atlantic Cape Community College

1. New Program Option

• Baking and Pastry Option in Culinary Arts, A.A.S. – CIP: 12.0501 Baking and Pastry Arts/Baker/Pastry Chef

2. Change in Nomenclature

• Elementary/Middle School Education Option in Liberal Arts, A.A. – CIP: 24.0101 – Liberal Arts and Sciences/Liberal Studies

Title changed to: K-12 Education Option in Liberal Arts, A.A. – CIP: 24.0101 – Liberal Arts and Sciences/Liberal Studies

3. Terminated Programs

• Baking and Pastry, A.A.S. - CIP: 12.0501, Baking and Pastry Arts/Baker/Pastry Chef

• Geographic Information Systems Option in Computer Information Systems, A.S. -

CIP: 52.1201– Management Information Systems, General

• Database Design and Development Option in Computer Programming, A.A.S. – CIP: 11.0201 – Computer Programming

• Computer Applications Option in Office Systems Technology, A.A.S. – CIP: 52.0401 – Administrative Assistant and Secretarial Science, General

• Secondary Education Option in Liberal Arts, A.A. – CIP: 24.0101 – Liberal Arts and Sciences/Liberal Studies

- Geographic Information Systems Office Specialist (*Certificate of Achievement*) CIP:
- 11.0301 Data Processing and Data Processing Technology/Technician
- Paralegal Studies Certificate CIP: 22.0302 Legal Assistant/Paralegal

B. Brookdale Community College

1. Nomenclature change – from Technical Studies AAS, Business Management Option, to Technical Studies AAS CIP Code 159999

C. County College of Morris

1. Nomenclature change - from Restaurant Management and Event Planning Certificate of Achievement to Hospitality Management and Event Planning Certificate of Achievement, CIP Code 12.0504

D. Essex County College

- 1. Terminated Programs
 - Certificate Biotechnology
 - Certificate Geographic Information Systems
 - Certificate Internetworking Technology
 - Certificate Legal Specialist Program (Secretary)
 - Certificate Microcomputer Database Specialist
 - Certificate Microcomputer Spreadsheet Specialist
 - Certificate Network Technology
 - Certificate Networking Technology
 - Certificate Security
 - Certificate Systems
 - AAS Biotechnology
 - AS Elementary Education
 - AAS Emergency Medical Technology Paramedic
 - AAS Energy Utility Technology
 - AAS Engineering Technology
 - AAS Land Surveying Technology
 - AS Psychosocial Rehabilitation/Treatment
 - AS Secondary Education
 - AA* Social Sciences
 - AAS Social Service in Educational Career Programs
 - AAS Television Production

(*Deactivation is for AA Degree. Division maintains AS degree in Social Sciences)

E. Kean University

- 1. CIP Code Change for Master of Architecture from 04.0201 to 04.0902 Architecture and Building Sciences/Technology
- 2. Terminated Programs
 - BA Early Childhood Education
 - BA Elementary Education
 - BA Biology, Physician Assistant *
 - BA Political Science, Teacher Education
 - BFA Studio Art, Photography option
 - BS Clinical Lab Science, Cytotechnology *

(*Discontinued by partner, Rutgers University)

F. Ramapo College of New Jersey

- 1. New Minors
 - Business Analytics
 - Civic and Community Leadership
 - Finance
 - Marketing
- 2. New Concentration in Music Education
- 3. Nomenclature Change: From "Literature" to "English and Literary Studies" CIP Code remains 23.0101

G. Rider University

- Notice of a New Program Option: Dual MBA/MS in Information Systems CIP Codes 52.0201 Business Administration & Management & 11.1003 Computer & Information Systems
- 2. Nomenclature change: From Bachelor of Arts in Arts Administration To: Bachelor of Arts in Arts & Entertainment Industries Management

H. Rowan University

- 1. Certificates of Undergraduate Study (CUGS)
 - Certificate of Undergraduate Study in Pharmaceutical Science (CIP 26.1001; Pharmacology)
 - Certificate of Undergraduate Study in Foundations of Literature (CIP 23.1401; General Literature)
 - Certificate of Undergraduate Study in Writing for the Environment (CIP 23.1303; Professional, Technical, Business, and Scientific Writing)
 - Certificate of Undergraduate Study in Paleontology Foundations (CIP 40.0604; Paleontology

- 2. Concentrations
 - Concentration in Early Childhood Special Education within the MA in Special Education (CIP 13.1015; Education/Teaching of Individuals in Early Childhood Special Education Programs)
- 3. Certificates of Graduate Study (COGS)
 - Certificate of Graduate Study in Diversity & Inclusion (CIP 30.2301; Intercultural/Multicultural and Diversity Studies)
 - Certificate of Graduate Study in Public Policy (CIP 44.0501; Public Policy Analysis)
- 4. Accelerated dual degree programs
 - Accelerated dual degree program: Bachelor of Science in Physics + Master of Arts in STEM Education (CIP 40.0801 Physics, General, and 13.1329 Physics Teacher Education)
 - Accelerated dual degree program: Bachelor of Science in Math + Master of Science in Data Analytics (CIP 27.0101 Mathematics, General, and 30.3001; Computational Science)
 - Accelerated dual degree program: Bachelor of Arts in Environmental and Sustainability Studies + Master of Business Administration (CIP 03.0103 Environmental Studies, and 52.0201
 - Business Administration and Management, General)
- 5. Concentrations were approved as part of the new Bachelor of Arts in Sports Communication and Media in May 2018 but were not listed as separate program options.
 - Concentration in Communication Studies and Sports within the Bachelor of Arts in Sports Communication (CIP 09.0906 Sports Communication)
 - Concentration in Sports Journalism within the Bachelor of Arts in Sports Communication (CIP 09.0906 Sports Communication)
 - Concentration in Sports Public Relations and Advertising within the Bachelor of Arts in Sports Communication (CIP 09.0906 Sports Communication)
 - Concentration in Sports Production within the Bachelor of Arts in Sports Communication (CIP 09.0906 Sports Communication)

I. Rowan College at Gloucester County

1. Nomenclature Change: From A.A.S. Marketing and Management to an A.A.S. Digital Marketing

J. Rutgers University - Camden

1. Change of credit requirements: B.S. in Nursing from 120 to 121, CIP Code 51.3801

K. Rutgers Biomedical and Health Sciences

- 1. Nomenclature change: From Master of Science in "Biomedical Informatics" To: Health Informatics CIP Code 51.2706
- 2. Nomenclature change: From Graduate Certificate in "Family Health Nurse Practitioner", To: Family Nurse Practitioner, CIP Code 51.3808

L. Union County College

- 1. Initiation of a Remote Pilot and Drone Application Certificate, CIP Code 15.1599
- 2. Initiate the Drone Design and Applications option in the Engineering Technology, Associate in Applied Science program, CIP Code 15.1599
- 3. Nomenclature change: From Game Design Development, A.A.S. To: Game Design and Development, A.A.S.

M. The College of New Jersey

1. New Graduate Certificate Strategy, Innovation and Leadership, CIP Code 52.0201

N. Warren County Community College

- 1. Nomenclature change: From A.A.S. Degree in Graphic Arts To: A.S. in Graphic Design Degree
- **2.** Initiation of a 36-credit Certificate in Addiction Counseling program, CIP Code 51.1501
- 3. Nomenclature change: From A.A. Degree in Business Administration To: A.S. Degree in Business Administration
- 4. Initiation of a 30-credit Certificate in Drone Repair and Maintenance CIP Code 49.0199
- 5. Initiation of a 30-credit Certificate in Drone Pilot Program

VII. Old Business

A. Atlantic Cape Community College – Resubmitted from September 29, 2017 & April 5, 2019

 Child Development and Child Care, A.A.S., CIP Code 19.0709 First Reader: Bob Kleinschmidt reported for Jianping Wang, Mercer County Community College

Second Reader: Jeff Toney, Kean University

*Dr. Kleinschmidt reported in the absence of Dr. Wang. President Henderson read the review report submitted by Dr. Toney. Dr. Kleinschmidt stated the institution addressed the AIC's previous concerns, the five program goals and the six student learning outcomes, an additional program goal was added to be consistent with the number of student learning outcomes, the program will be offered as an online degree, but also offered in a face-to-face format to serve the needs locally, and they corrected the resubmission estimating an initial 15 students with the projections for years two and three noted. In Dr. Toney's report, he agreed the latest resubmission addressed all concerns and he recommended this program be moved to the NJPC. It was moved by Dr. Kleinschmidt and the committee agreed that this proposal be recommended to the Presidents' Council. The motion was carried.

B. Eastern International College – Resubmit 2 Programs from January 11, 2019, & April 5, 2019

Bachelor of Science in Dental Hygiene, CIP Code 51.0602
 First Reader: Roberta Harvey, Rowan University
 Second Reader: Bob Kleinschmidt reported for Jianping Wang, Mercer
 County Community College
 Dr. Harvey stated this revised proposal was submitted on January 11, April
 5 and now May 17, the resubmitted materials do not differentiate the
 program title and degree designation of the proposed pre-licensure degree
 program from the existing degree-completion program that Eastern
 International College is already authorized to offer. The two programs
 represent different pathways to the same degree. As such, in consultation
 with the Director of Licensure of the Office of the Secretary of Higher
 Education, the AIC has determined that the current proposal for a Bachelor of Science in Dental Hygiene is redundant and no valid action can be taken.

2. Bachelor of Science in Nursing, CIP Code 51.3801 First Reader: Lori Vermeulen, Stockton University Second Reader: Marianne Vakalis, Berkeley College *Dr. Kornberg reported in the absence of Dr. Vakalis. Dr. Vermeulen stated this revised proposal was submitted on January 11, April 5 and now May 17, the resubmitted materials do not differentiate the program title and degree designation of the proposed pre-licensure degree program from the proposed degree-completion (RN-to-BSN) program that is under consideration by the Office of the Secretary of Higher Education. The two programs represent different pathways to the same degree. As such, in consultation with the Director of Licensure of the Office of the Secretary of Higher Education, the AIC has determined that the current proposal for a Bachelor of Science in Nursing is redundant and no valid action can be taken. Mr. Burkley abstained.

C. Thomas Edison State University – Resubmitted from April 5, 2019

 Master of Science (M.S.) in Cybersecurity, CIP Code 11.1003 First Reader: Gillian Small reported for Christopher Capuano, Fairleigh Dickinson University

Second Reader: James Burkley, Rutgers University

*Dr. Small reported in the absence of Dr. Capuano. Dr. Small stated the institution addressed the AIC's previous concerns, the consultant made a required site visit on May 1, 2019, the resubmission included a summary of the qualifications of the faculty for the proposed program, who all appear to be well-credentialed and appropriate to teach in the program. The resubmission included a correction in the consultant's report to reflect the New Jersey Presidents Council NJPC and the State of New Jersey – Office of the Secretary of Higher Education. Mr. Burkley concurred with Dr.

Small's summary. It was moved by Dr. Small and seconded by Mr. Burkley, that this proposal be recommended to the Presidents' Council. The motion was carried.

VIII. <u>New Business</u>