

Committee on Academic Programs and Planning Annual Report, Academic Year 2023 – 2024

Membership:

Elizabeth Pollock	Chair
Zornitsa Kalibatseva	Vice-chair
Adalaine Holton	ARHU
Noel Criscione-Naylor	BUSN
Stacey Cullen	EDUC
Sioban Suppa	GENS
Ye Ning	Grad Studies
Amit Mukerjee	Grad Studies
Mary Padden-Denmead	HLTH
Eric Jeitner	Library, Union representative
Suzanne Nezzar	NAMS
Ruibin Lu	SOBL

Ex Officio Members

Amy Beth Glass	Associate Provost for Academic Affairs
Warren Kleinsmith	Dean of BUSN, provost appointee
Robert Gregg	Dean, School of General Studies and Graduate Education

2023-2024 Committee Activities

The Committee on Academic Programs and Planning meets once a month in the academic term on the third Thursday of the month, as published on the committee's website, whenever there is a proposal to review. This academic year, the committee met five times. Two additional meetings were asynchronous as no vote was required for the informational items being reviewed those months. Two proposals for new undergraduate degrees, one degree change from a BA to a BS, one new graduate degree, two minors, and five accelerated degree pathways were reviewed. Two informational items were brought to the committee.

Proposals:

New undergraduate degrees

- Entrepreneurship
 - This was a new proposal, reviewed at APP's September and October meetings. The committee's initial questions were addressed, and the proposal was

forwarded to faculty senate. Faculty senate voted to approve at their December meeting. The proposal has not yet been submitted to the State for review.

- BS in Criminal Justice
 - This proposal eliminates the current BA in Criminal Justice, converting the degree into a BS. It was reviewed at APP's September and October meetings. The committee's initial questions were addressed, and the proposal was forwarded to faculty senate. Faculty senate voted to approve at their December meeting. The State of NJ has a new pathway for such conversions, which had not yet been tested. The State decided against considering the proposal; a full proposal for the BS is being required.
- BS in Hemp and Cannabis Management
 - This was a new proposal, reviewed at APP's December and January meetings. Concerns remained after our second review and the proposal was forwarded to faculty senate with those concerns. Faculty senate reviewed the proposal in February and March, with their initial split vote rejecting the degree proposal and the second reading leading to a split vote in favor.

New graduate degree

- MBA in Global Sustainability
 - This proposal was first read in the previous academic year, prior to having been seen by Dean's Council. APP had a second reading of the proposal at our March meeting. The committee's initial concerns were addressed, and the proposal was forwarded to faculty senate. Faculty senate voted to approve at their April meeting.

New accelerated pathways

- BSHS/MPH
 - This is an accelerated 4+1 degree pathway, intended to provide an additional route into the Masters in Public Health and builds off of the accelerated BS in Public Health/MBA pathway sent to faculty senate last academic year. It was reviewed at APP's December and January meetings. The committee's initial questions were addressed, and the proposal was forwarded to faculty senate. Faculty senate voted to approve at their February meeting.
- BSHS/MBA
 - This is an accelerated 4+1 degree pathway intended to provide students interested in the business aspects of health care a clear route to earning an MBA. It was reviewed at APP's December and January meetings. The committee's initial questions were addressed, and the proposal was forwarded to faculty senate. Faculty senate voted to approve at their February meeting.
- PUBH/MBA

- This is an accelerated 4+1 degree pathway intended to provide students interested in the business aspects of health care a clear route to earning an MBA. It was reviewed at APP's December and January meetings. The committee's initial questions were addressed, and the proposal was forwarded to faculty senate. Faculty senate voted to approve at their February meeting.
- Esports/MBA
 - This proposal is an extension of the major in e-Sports Management that started in the Fall of 2023, adding in an accelerated pathway to the MBA. It was forwarded to faculty senate after a single reading at our January meeting. Faculty senate voted to approve at their February meeting.
- Dual-degree BSHS and AS in Medical Lab Sciences
 - This is an already signed and executed articulation agreement between Stockton and Mercer County Community College, outlining a path for students to earn a BS in Health Sciences and an AAS in Medical Lab Sciences. It was reviewed at APP's March meeting. Suggestions were made as to points needing clarification, but no vote was taken as this is not a new major. The proposal was forwarded to faculty senate for review at their April meeting.

New minors

- Communication Studies minor
 - This proposal converts a BSHS track in communication studies into a separate major, eliminating the concentration. It was reviewed at APP's September and February meetings. Faculty senate voted to approve at their March meeting
- Minor in archeology
 - This proposed minor was reviewed at APP's December and January meetings and approved by faculty senate at their February meeting.

Informational items

- Name change – Communication Disorders
 - This name change was reviewed at APP's December meeting. Faculty senate was provided this as an informational item in their February meeting.
- Pre-PA concentration within the BSHS
 - This is considered by the State of New Jersey to be an informational item only, not requiring formal approval. APP reviewed the proposal in April and sent it along to faculty senate.

Update on the status of proposals that completed the faculty-level review in the previous academic year but had not yet gone to the New Jersey Presidents' Council, Academic Issues Committee (AIC) as of the previous annual report:

AIC review as new items completed:

- BS in Finance Administration (Faculty Senate: November 2022; AIC: May 2023)
- BS in Business Analytics (Faculty Senate: November 2022; AIC: May 2023)
- BS in Esports Management (Faculty Senate: January 2023; AIC: April 2023)
- BS in Education and Human Development (Faculty Senate: April 2023; AIC: November 2023)

AIC review as informational items completed:

- Minor in Community Leadership and Social Change (Faculty Senate: October 2022; AIC: May 2023)
- Track in MSN of Family Nurse Practitioner (Faculty Senate: January 2023; AIC: May 2023)

AIC review not completed:

- MS in Accounting (Faculty Senate: May; AIC rejected: September)

A note on the time needed for approval of new programs

Concerns continue to be expressed that the process of proposing a new degree is too cumbersome, slow and opaque. APP reminds anyone interested in proposing a new degree, minor, accelerated pathway, etc., that the [Academic Program proposal, Maintenance, and Closure](#) procedure is available via our website on the Faculty Senate homepage. The steps involved in the review process are clearly articulated in section II of that document and should serve as a starting point for anyone interested in developing an academic proposal. A general timeline is also available on the website. A more specific timeline was developed in the fall of 2023, showing when proposals would need to be ready for review based on targets for getting approval by the New Jersey Presidents' Council, Academic Issues Committee (AIC). That timeline does not appear to be posted on APP's website and is attached to this document.

APP notes that relatively little of the time needed for degree approval is a result of the review of proposals by either APP or senate. Delays happen more often at the level of Dean's Council or after the proposal has been approved by faculty senate. It has never been the case that APP has delayed reading a proposal due to a lack of time at a meeting. All proposals submitted in a timely manner are reviewed at the first APP meeting after submission. Additionally, while the website is clear that proposals must be submitted two weeks prior to our monthly meeting, the reality is that we invariably work with colleagues who submit materials much closer to our meeting date and review those proposals at that upcoming meeting. APP has quite deliberately set our meeting dates in such a way as to maximize the amount of time available for proposal writers to get a finalized proposal to the senate executive committee in time for it to be reviewed at the next meeting of the faculty senate.

Furthermore, far from being too rigorous, it is possible that the internal approval process is sometimes insufficiently critical. Stockton's internal review process has a mixed record of adequately preparing proposals for approval at the State level. Some recent submissions of new degree programs have been approved by AIC on a single reading, with examples including our Esports Management degree, approved in April of 2023, and the conversion of the previous tracks within Business into stand-alone majors, approved in May of 2023; all of these proposals completed their faculty-level review in January of 2023. However, both the BA in Education and Human Development, which was approved by the faculty senate in April of 2023, and the MS in Accounting, approved at your May meeting, were sent back to the university for revision upon their first reading by AIC in September of 2023. A revised proposal of the BA in Education and Human Development was approved by AIC at their November 2023 meeting. The MS in Accounting has not yet been resubmitted to AIC.

Further streamlining any faculty-level review of degree proposals is unlikely to be in the best interest of those proposals. The internal review process cannot anticipate every concern that might be expressed by other universities but does strengthen the proposals submitted to AIC.

TASK LIST & TIMELINE FOR NEW PROGRAM LAUNCH

Approval Stage	Meeting Dates, deadlines
Dean's Council	Roughly every other Thursday. Proposal needs to be sent about three weeks prior to their meeting.
Academic Programs and Planning (APP) (two meetings)	Every third Thursday in the academic year. Proposals are due by the first Thursday of the month.
Faculty Senate (two meetings)	Every third Friday during the academic year. Senate Exec needs the proposal at least a week prior to the senate meeting.
Provost Council	Could occur at the same time as the Faculty Senate. Proposal needs to be sent about three weeks prior to being added to their agenda
Cabinet	Meets as needed.
30 – day sister school review	
Stockton Board of Trustee	September, December, February, and May. Materials due roughly six weeks prior to the meeting.
Academic Issues Committee (AIC)	Once a month from September through May, with a July date possible. Materials are due roughly two weeks prior to the meeting.
NJ President's Council	Approximately two weeks after AIC meeting

Back-calculation of due dates:

If the goal is to have the new degree program listed in the next academic bulletin:

- This means the proposal must be approved by the AIC at its January meeting, the same calendar as Program start
- Requiring the Board of Trustees to approve it no later their December meeting, the calendar year prior to Program start
- Requiring the Board receives the material by mid to late October, the calendar year prior to Program start
- Requiring that our sister schools receive the material by mid-September, the calendar year prior to Program start
- Requiring that Faculty senate approve the proposal by their May meeting, the calendar year prior to Program start
- Requiring that APP receives the proposal by the first week in February, the calendar year prior to Program start
- Requiring that Dean's council receives the proposal by the beginning of January, the calendar year prior to Program start

TASK LIST & TIMELINE FOR NEW PROGRAM LAUNCH

If the goal is to advertise at the last Open House and at Orientation, without worrying about having it appear in the Bulletin for that year:

- This means the proposal must be approved by the AIC at its February meeting
- Requiring the Board of Trustees to approve it no later their December meeting, the calendar year prior to Program start
- Requiring the Board receives the material by mid to late October, the calendar year prior to Program start
- Requiring that our sister schools receive the material by mid-September, the calendar year prior to Program start
- Requiring that Faculty senate approve the proposal by their May meeting, the calendar year prior to Program start
- Requiring that APP receives the proposal by the first week in February, the calendar year prior to Program start
- Requiring that Dean's council receives the proposal by the beginning of January, the calendar year prior to Program start

If the goal is to start the proposal in the fall of an academic year, without worrying about any advertising of the proposal at Open Houses or having it appear in the Bulletin for that year:

- This means the proposal must be approved by the AIC at its optional July meeting, the same calendar as Program start
- Requiring the Board of Trustees to approve it no later their May meeting, the same calendar as Program start
- Requiring the Board receives the material by mid to late March, the same calendar as Program start
- Requiring that our sister schools receive the material by mid-February, the same calendar as Program start
- Requiring that Faculty senate approve the proposal by their January, the same calendar as Program start
- Requiring that APP receives the proposal by the first week in October, the calendar year prior to Program start
- Requiring that Dean's council receives the proposal by the beginning of September, the calendar year prior to Program start

It is not always the case that AIC approves a degree proposal at its first reading