


MEMORANDUM

March 10, 2010

TO: Committee on Academic Programs

FROM:  Susan Bakewell-Sachs, Dean School of Nursing, Health, and Exercise Science  
Bill Behre, Dean School of Education

RE: Academic Program Closure, MEd Health Education and MEd Exercise Science and Physical Education

We write to recommend the discontinuation of the MEd programs in Health Education and Exercise Science and Physical Education and request CAP review and response. In accordance with the Program Closure guidelines in the TCNJ Policy Manual, we have met with the Health and Exercise Science Department faculty spring 2009 and with the department co-chairs Drs. Anne Farrell and Jie Kang and graduate coordinator Dr. Art Chilakos in October 2009. Formal communication to the department regarding this recommendation and department response are included for your review.

The factors leading to this recommendation to discontinue the program include the following:

- Diminishing applications to the programs over the past 5 years indicating a reduced demand for the programs
- Discussions between HES when the department was in the School of Education and the dean and between the dean and provosts Briggs and Paul regarding the future of the graduate program were focused on development of and MAT option for HES teacher certification and an HES option with closure of the MEd tracks.
- These same plans were communicated to Dean Bakewell-Sachs by department chair Jay Hoffman when the department joined the School of Nursing, Health, and Exercise Science in 2006.
- As a result of these plans, the department did not submit self-studies for the MEd tracks for NCATE review and accreditation in the fall of 2008 and therefore, they are no longer accredited.
- Students have not been admitted into the MEd tracks since the fall of 2008. There are currently 19 students matriculated, 14 of which are currently taking courses in the program.

Thank you for your consideration.

Date; November 13, 2009

To: Susan Bakewell-Sachs, Dean School of Nursing, Health, and Exercise Science

From: Dr. Anne Farrell and Dr. Jie Kang  
Department Co-Chairs of Health & Exercise Science

RE: Academic Program Closure  
M.Ed. Health Education and M.Ed. Exercise Science and Physical Education  
Impact of M.Ed. program closure on program/faculty

Comments:

After program and faculty review, the program will be impacted as follows.

- One full-time faculty member will be impacted by the program closure. For an academic year, the faculty member's workload has consistently been comprised of 4 FWH (2 FWH each semester) as the program coordinator and 13 FWH (5 FWH in fall and 8 FWH in spring semesters) as a graduate course instructor. Upon program closure, the coordinator position will likely be changed to serve the newer MAT program. Additionally, FWH from a graduate level course load will be replaced by either undergraduate or MAT courses.
- There are graduate courses are taught by full time faculty members. Those faculty members are not impacted by the change. Their current FWH are met by teaching at the undergraduate level.
- Currently, one faculty member is non-tenure track. This faculty does teach one graduate course. However, this position is currently being searched to turn into a tenure track position. The one graduate course would then be eliminated from the workload.
- The majority of the remaining graduate courses are taught by three adjunct faculty.

CC: Bill Behre, Dean. School of Education

## MEMORANDUM

10/27/09

**TO:** Department Co-chairs Dr. Anne Farrell and Dr. Jie Kang  
Faculty in the Department of Health and Exercise Science

**FROM:** Susan Bakewell-Sachs, Dean School of Nursing, Health, and Exercise Science  
Bill Behre, Dean School of Education

**RE:** Academic Program Closure  
MEd Health Education and MEd Exercise Science and Physical Education

We are formally recommending closure of the above graduate options. This plan was initially discussed with the Health and Exercise Science department faculty during the spring 2009 semester and most recently with department co-chair Dr. Jie Kang and graduate coordinator Dr. Aristomen Chilakos on October 20, 2009.

The main reason for this recommendation is a larger plan to redesign options for graduate study in Health and Exercise science. A plan which was discussed by then department chair, Dr. Jay Hoffman with us, for several years. In anticipation of this larger change, the MEd tracks were not submitted in the most recent NCATE accreditation self-study and they are therefore no longer accredited. Concurrently, applications have diminished for the tracks, suggesting that they no longer match an area of demand. Admissions to these tracks have ceased and students in the programs will be supported to graduation.

In accordance with the College process for closure of academic programs, available at <http://www.tcnj.edu/~academic/policy/programclosure.html> , we are initiating the formal process for closure with this memorandum. The next step is a response from the department with a detailed plan for the future role of faculty and staff affected by this change. You will note that the department response and the deans' recommendation are submitted to the Committee on Academic Programs. Following that review process and outcome, current students will be notified.