

CHAPTER 8**OFFICE OF STUDENT ASSISTANCE POLICIES,
PROCEDURES AND PROGRAMS****Authority**

N.J.S.A. 18A:3B-17, 18A:72F-1 et seq., 18A:72M-6.

Source and Effective Date

R.1995 d.551, effective October 16, 1995.
See: 27 N.J.R. 2664(a), 27 N.J.R. 3935(a).
R.1995 d.552, effective October 16, 1995.
See: 27 N.J.R. 2662(b), 27 N.J.R. 3937(a).

Executive Order No. 66(1978) Expiration Date

Chapter 8, Office of Student Assistance Policies, Procedures and Programs, expires on October 16, 2000.

Chapter Historical Note

Chapter 8, Office of Student Assistance Policies, Procedures and Programs, was adopted as new rules by R.1995 d.551 and R.1995 d.552, effective October 16, 1995. See: Source and Effective Date.

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SUBCHAPTERS 1 THROUGH 2. (RESERVED)**SUBCHAPTER 3. MINORITY FACULTY
ADVANCEMENT LOAN AND LOAN
REDEMPTION PROGRAM****9A:8-3.1 Definitions**

The following words and terms, when used in this subchapter, shall have the following meanings, unless the context clearly indicates otherwise:

“Authority” means New Jersey Higher Education Assistance Authority created pursuant to chapter 72 of Title 18A of the New Jersey Statutes.

“Eligible discipline” means an academic discipline in which minority faculty members are underrepresented in comparison to non-minority faculty members with doctorates, including, but not limited to, the physical and life sciences, engineering, mathematics, management, computer sciences, environmental science and statistics. “Eligible discipline” shall not, however, include the disciplines of law, medicine or dentistry.

“Executive Director” means the Executive Director, Office of Student Assistance.

“Faculty member” means any person employed full-time by a New Jersey institution of higher education to perform primarily teaching or research duties for a full academic year.

“Faculty service requirement” means that service which qualifies a program participant for loan redemption as set forth in N.J.A.C. 9A:8-3.14.

“Full-time student” means one who, in each semester, quarter or equivalent thereof, is engaged in coursework or research necessary to constitute full-time graduate student status as defined by the host institution attended.

“Host institution” means an institution of higher education having authority under the laws of New Jersey to award doctoral degrees which elects to participate in the program through the awarding of doctoral degrees to program participants.

“Institution of higher education” means an institution of collegiate grade in New Jersey which is approved or licensed by the New Jersey Commission on Higher Education.

“Minority” means any United States citizen or permanent resident who is a member of a racial-ethnic group that has been historically disadvantaged in obtaining access to equal educational opportunities as designated by the United States Department of Education, Office of Civil Rights, including Blacks, Hispanics, Native Americans, Asians and Pacific Islanders.

“Program” means the Minority Faculty Advancement Loan and Loan Redemption Program.

“Program participant” means an individual who has been recommended by the Minority Faculty Advancement Program Advisory Committee and accepted by the Executive Director to participate in the program.

“Sponsoring institution” means an institution of higher education which nominates and sponsors either a minority faculty member, a member of the non-teaching professional staff or any other recipient of a baccalaureate or master’s degree from its or another institution to participate in the program or other eligible minority as defined herein.

9A:8-3.2 Degree requirements

(a) Each program participant must pursue doctoral studies as a full-time student at an approved host institution.

(b) Eligible disciplines shall be determined by the Executive Director.

9A:8-3.3 Program participation eligibility

(a) To qualify for eligibility under the program, an applicant must:

1. Be a member of a minority group;
2. Be admitted on a full-time basis as a graduate student pursuing a doctoral degree in an eligible discipline at a host institution;
3. Have demonstrated a potential for academic excellence based upon superior performance in previous academic work and graduate admission testing; and
4. Have a high interest and potential for success in college teaching and academic research and agree to fulfill a faculty service requirement in New Jersey for at least four years.

9A:8-3.4 Admission to host institution

Admission to the graduate program will be determined by each individual host institution.

9A:8-3.5 Participation in program

(a) The nomination of eligible candidates for participation in the program after institutional admission shall be determined by the Office of Student Assistance Minority Faculty Advancement Program Advisory Committee, established pursuant to N.J.A.C. 9A:8-3.15.

(b) Approval of eligible candidates for participation in the program shall be granted by the Executive Director.

9A:8-3.6 Sponsoring institution responsibilities

(a) A sponsoring institution may nominate one of its minority faculty members to participate in the program under the following conditions:

1. The minority faculty member must be granted a leave of absence from his or her regular duties at the sponsoring institution for the amount of time necessary for the faculty member to obtain the doctoral degree but no greater than four academic years in length; and

2. The minority faculty member must be given a commitment by the sponsoring institution for reemployment, in at least an equivalent teaching position at the institution, when the doctoral degree has been completed.

(b) A sponsoring institution may nominate a member of the non-teaching professional staff or any other recipient of a baccalaureate or master’s degree to participate in the program under the following conditions:

1. The sponsoring institution will appoint said person to the faculty of the institution upon completion of the doctorate; and

2. The sponsoring institution shall involve said person in a variety of faculty activities during his or her participation in the program.

(c) Prior to a minority faculty member’s entrance into the program pursuant to the provisions of this section, the sponsoring institution and the program participant shall execute a written agreement, consistent with existing applicable statutes and regulations, which shall set forth the program participant’s employment rights, including, but not limited to, the areas of tenure, seniority, salary and promotion, upon reemployment by the institution.

9A:8-3.7 Host institution responsibilities

(a) A host institution shall:

1. Offer a doctoral degree in at least one of the eligible disciplines designated in the program;

2. Provide to each program participant an annual grant of at least \$5,000 or 50 percent of total full-time tuition and fees, whichever is greater and which may include tuition remission, each year for up to four years;

3. Recruit candidates for the program from among minority faculty members who are currently teaching in New Jersey institutions of higher education and minority graduates of baccalaureate and masters programs both in and out of State; and

4. Make available appropriate support services.

9A:8-3.8 Program participant responsibilities

(a) Each program participant shall:

1. Abide by all rules and regulations of the host institution applicable to full-time graduate students;

2. Pay all tuition, fees and other educational expenses, except for any charges or costs waived by the host institution pursuant to the provisions of N.J.A.C. 9A:8-3.7(a); and

“Executive Director” means the Executive Director, Office of Student Assistance.

“Faculty mentor” means any person employed full-time by a New Jersey institution of higher education to perform primarily teaching or research duties for a full academic year, who agrees to participate in the program and abide by all terms and conditions of such participation as set forth herein.

“Full-time student” means one who, in each semester, quarter or equivalent thereof, is engaged in course work or research necessary to constitute full-time student status as defined by the sponsoring institution attended.

“Minority” means any United States citizen or permanent resident who is a member of a racial-ethnic group that has been historically disadvantaged in obtaining access to equal educational opportunities as designated by the United States Department of Education, Office of Civil Rights including Blacks, Hispanics, Native Americans, Asians and Pacific Islanders.

“Program” means the Minority Undergraduate Fellowship Program established pursuant to P.L. 1991, c.485.

“Sponsoring institution” means an institution of higher education having authority under the laws of New Jersey to award baccalaureate degrees which elects to participate in the program, selects participants for the program from among its junior level students and selects faculty mentors as set forth herein.

“Undergraduate fellow” means an individual who has been recommended by the sponsoring institution and accepted by the Executive Director to participate in the program.

9A:8-4.2 Program participation eligibility

(a) The Office of Student Assistance will encourage all institutions annually to participate in the Minority Undergraduate Fellowship Program and nominate eligible students for the program. The Office will have oversight of the overall student selection process, the evaluation of the program and the monitoring of student performance.

(b) To be eligible for consideration to participate in the program, an applicant for the fellowship must:

1. Be a member of a minority group;
2. Have demonstrated a potential for academic excellence based upon performance in previous academic work and related activities with a cumulative grade point average of at least 3.0 based on a 4.0 scale;
3. Have attained the junior year of a baccalaureate program;
4. Be enrolled as a student in good standing at the sponsoring institution;

5. Have an interest in pursuing graduate education and a career as a collegiate faculty member; and

6. Be nominated by the institution at which he or she is enrolled as a full-time undergraduate student pursuing a baccalaureate degree in an eligible discipline, at a sponsoring institution.

9A:8-4.3 Sponsoring institution responsibilities

(a) Institutions of higher education shall notify the Office of Student Assistance annually of their desire to participate as sponsoring institutions in the program.

(b) A sponsoring institution will nominate undergraduate fellows based on a determination of potential for success in college teaching and academic research, consistent with the student’s performance in previous academic work at that and other regionally accredited colleges and universities, related activities, and level of motivation.

(c) A sponsoring institution will ensure the selection of an appropriate faculty member from the undergraduate fellow’s major field to serve as faculty mentor to the undergraduate fellow.

(d) A sponsoring institution will ensure that the faculty mentor fulfills all program responsibilities which include:

1. The provision of supervision and support for a research project by the undergraduate fellow in the spring semester of the junior year, or actively involving the student in a project which the advisor is conducting;
2. The supervision of the fellow in the senior year as an undergraduate teaching assistant, which assistantship may include helping the mentor prepare a class, providing tutoring, leading group discussions, and providing laboratory demonstrations;
3. The accompanying of the undergraduate fellow to the annual meeting of the professional association of the fellow’s academic discipline; and
4. Assisting the fellow in the selection of, and application to, a graduate school.

(e) The institution may nominate more students for the program than the number of allocated fellowships. Names shall be submitted in a ranked order in the event that additional fellowships become available.

(f) The sponsoring institution will provide reports regarding the progress of the student to the Office of Student Assistance if requested.

(g) The sponsoring institution will be responsible for the associated travel and registration costs for the faculty mentor to attend the annual meeting of the professional association of the fellow’s academic discipline.

9A:8-4.4 Undergraduate fellow responsibilities

(a) Each undergraduate fellow shall:

1. Maintain full-time enrollment status at the sponsoring institution for the duration of the fellowship;
2. Maintain satisfactory academic progress as defined by the sponsoring institution where the undergraduate fellow is enrolled;
3. Engage in a research project under the faculty mentor's guidance and expertise during the undergraduate fellow's junior year;
4. Participate in a teacher training workshop in preparation for service as an undergraduate teaching assistant;
5. Serve as an undergraduate teaching assistant with the faculty mentor during the undergraduate fellow's senior year;

6. Attend the annual professional association meeting of the undergraduate fellow's academic discipline accompanied by the faculty mentor; and

7. With the assistance of the faculty mentor, complete applications to graduate schools in the fall of the senior year.

9A:8-4.5 Undergraduate fellowship award

(a) The program provides a stipend of \$1,000 per semester to each undergraduate fellow during the senior year of participation for serving as a teaching assistant. In addition, the program will provide up to \$500.00 for travel and related expenses to attend an annual meeting in the undergraduate fellow's academic discipline.

(b) The program provides a stipend of \$500.00 per semester to each faculty mentor during the undergraduate fellow's senior year.