RAMAPO COLLEGE OF NEW JERSEY
ACADEMIC REVIEW COMMITTEE (ARC)

Meeting Minutes of
Wednesday, April 1, 2009
9:00 A.M. – 11:00 A.M.
Registrar’s Conference Room

ARC Members Present:  L. D’Antonio (TAS), Chair; D. Crawley (Representative to the Provost’s Council); V. Flenga (AIS); G. Kettlitz (ASB); Mary Ellen Allison; R. Dilly (LIB); C. Brennan (Registrar);

ARC Members Absent:  J. Skrzynski (Advisement)

The minutes of the March 25, 2009 ARC meeting were approved with revisions.

I. Announcements
   No Announcements

II. Discussion items
   1. Donna – reported to Provost that ARC wants to keep distance education enrollment at 20

   2. Should graduate classes be considered “in-load” or overload? Proposal:
      a. minimum of 4 undergraduate courses per year
      b. release at discretion of Academic Dean.

   3. Discussed issue of lab fees and refund during drop/add

   4. Discussed request from Steve Perry to waive History requirement…Grazziela to handle exceptions.

   5. Discussed issue of 2 and 3 credit courses vis-a-vis Nursing – tabled for meeting with Kathy Burke

III. Decision Items

   1. ARC Request #558
      COMM 1XX Introduction to Interactive Media
      Bonnie Blake
      New Course
      Approved with revision

   2. ARC Request #559
      NURS 2xx Strategies for Successful Student Nurses
      Jody Williams
3. ARC Request #560
   INTL 2XX Contemporary Latin America
   Rebecca Root
   New Course
   Approved

4. ARC Request #561
   SSHS 2XX Facing Death and Loss in Later Life
   Kay Fowler
   Approved for Gen Ed: Topics is Social Science
   New Course
   Approved

5. ARC Request #562
   THEA 2XX Producing the Play II
   Rachel Budin
   New Course
   Approved with revision

The meeting adjourned at 11:00 A.M.

Respectfully submitted, Gary R. Kettlitz