RAMAPO COLLEGE OF NEW JERSEY  
ACADEMIC REVIEW COMMITTEE (ARC)

Meeting Minutes of  
Wednesday, May 11, 2005  
11:00 A.M. to 1:00 P.M.  
SAB Sanyo Conference Room (A-224)

ARC Members present: S. Klein (SAB), Chair; S. Kurzmann (LIB); J. Lipkin (CA); I. Spar (AIS); J. Skrzynski (Office of the Provost, ex-officio member)  
Excused absence: F. Shapiro-Skrobe (SSHS)

The meeting was called to order at 11:06 A.M.

The April 27th ARC meeting minutes were approved without revision.

The May 3rd ARC meeting minutes were approved with minor revisions.

ARC Discussion Items:

ARC members discussed the procedure for administering and assessing the pilot version of the Student Opinion of Teaching and Learning Form.

J. Lipkin led the ARC discussion on the issue of initiating a college-wide policy on declaring a major. ARC members concluded that the current practice without a specific declaration date be continued under the CLA curriculum. This practice provides students with time to explore different majors. ARC members suggested that some guidance on choosing a major be included in the college catalog.

R. Mentore led a discussion on the current Policy on Retaking Courses and the Repeat Grade policy. ARC members concluded that the current practice continue unchanged under the CLA curriculum, however, the two policies should be integrated for clarity.

ARC Decision Items:

Academic and Curricular Requests:

Faculty members in the School of Theoretical and Applied Science with active research programs involving undergraduate students submitted a proposal for the implementation of a Research Honors program. ARC members strongly supported the proposal and suggested that the proposal be forwarded to all Deans to encourage implementation of the program across the college.

ARC# 169 - 1-8 ARC Requests
Changes to the nursing major were reviewed by members of the ARC. The request included changes in the required number of graduation credits, changes in course credits and/or course names, and the development of 3 new courses. The ARC processed the requested changes and revisions as follows:

1. A decrease in the overall number of credits required for the degree - from 129 to the Ramapo requirements of 128 credits. - APPROVED.
2. Renumbering of the courses - APPROVED
3. Five (5) Course Revisions for the following Courses - APPROVED as follows:
   a. SNUR 230 change from 4 to 5 credits
   b. SNUR 312 change from 4 to 3 credits
   c. SNUR 325 change from 3 to 2 credits AND Change in Course Title to: Gerontology
   d. SNUR 416 change from 5 to 4 credits
   e. SNUR 418 change from 6 to 4 credits AND Change in Course Title to: Leadership and Management
4. Three (3) New Courses were processed as "first-time pilot" courses because the syllabi do not conform to Ramapo College Course Syllabus Guidelines.
   a. SNUR 3XX Foundations of Nursing 4 credits
   b. SNUR 3XX Health Promotion and Disease Prevention 3 credits
   c. SNUR 4XX Health Care Policy and Finance 3 credits

ARC # 170 AANT 320: *Nationalism & Ethnicity* -3 credits. (S. Hangen, AIS). This course request revision to include the course in the General Education Categories: World Cultures / International Issues and as a Writing Intensive course was approved by members of the ARC.

ARC # 171 AANT 235: *Religion in Cross Cultural Perspective* -3 credits. (S. Hangen, AIS). This course request revision to include the course in the General Education Categories: World Cultures / International Issues was approved by members of the ARC.

ARC # 172 ALIT 3XX: *British Medieval Literature* -3 credits. (Y. Kisor, AIS) This course request qualified for exemption to the new course moratorium and was approved by members of the ARC.

ARC # 173 ALIT 3XX: *History of the English Language* -3 credits. (Y. Kisor, AIS) This course request qualified for exemption to the new course moratorium and was approved by members of the ARC.

ARC # 174 ALNG 4XX: *Spanish Language Studies Capstone Seminar* -3 credits. (P. Straile-Costa, AIS). This course request qualified for exemption to the new course moratorium and was approved by members of the ARC.

New Business:
Ira Spar suggested that, in fall 2005, ARC explore the concept of developing a new faculty governance structure that may include the development of a faculty senate.

ARC members will also begin deliberating on those academic and curricular recommendations, if any, cited in the Academic Structure Exploratory Committee (ASEC) Report.
The meeting was adjourned at 1:00 P.M.

Respectfully submitted,

Robert Mentore