RAMAPO COLLEGE OF NEW JERSEY
ACADEMIC REVIEW COMMITTEE (ARC)

Meeting Minutes of
Wednesday, February 4, 2009
9:00 A.M. – 11:00 A.M.
Library Conference Room

ARC Members present:  L. D’Antonio (TAS), Chair; D. Crawley (SSHS); V. Flenga (AIS); G. Kettlitz (ASB); R. Dilly (LIB); C. Brennan (Registrar); J. Skrzynski (Advisement)

The minutes of the January 21st, 2009 meeting were approved with revisions.

I. Announcements
   a. The Summer 2009 and Fall 2009 class schedules will be posted on the Web February 16, 2009. Faculty should check the pre-requisites listed before registration starts (March 30th). Changes in pre-requisites are to be sent directly to B. Foster from the deans.
   b. D. Crawley is the ARC representative to the Provost’s Council.
   c. L. D’Antonio will meet with S. Schur to discuss the on-line course submission process.

II. Discussion items
    The committee started reviewing the Course Proposal Request Form. Discussion ensued concerning possible revisions of the current form.

The meeting adjourned at 11:00 A.M.

Respectfully submitted,
Vassiliki Flenga