RAMAPO COLLEGE OF NEW JERSEY
ACADEMIC REVIEW COMMITTEE (ARC)

Meeting Minutes of
Wednesday, December 13, 2006
11:30 A.M. – 1:30 P.M.
Library Conference Room (L-320)

Members present: J. Lipkin (CA), Chair; D. Crawley (SSHS); L. D’Antonio (TAS); V. Flenga (AIS); G. Gonpu (ASB); S. Kurzmann (LIB); M. Ecker (Office of the Provost, ex-officio member)

Guests: B. Barnett (Provost), C. Kozen (Advisement Center), J. VanDyke (Advisement Center)

I. The minutes of the December 6, 2006 meeting were reviewed and approved.

II. Announcements (J. Lipkin)
ARC has been asked to review the report from the International Education Committee and to report to the Faculty Assembly.

III. Provost B. Barnett presented and discussed the charge to ARC to develop goals and objectives for the General Education Program. A report is due to the Faculty Assembly Executive Committee with a copy to the Provost by April 1, 2007.

IV. C. Kozen and J. VanDyke (Advisement Center) spoke to ARC about getting information about new or revised courses and the requirements they fulfill in a timely manner because they need to code courses for the students’ degree evaluations. The Provost’s Office will be asked to send a copy of all approved course requests to C. Kozen and J. VanKyne, and J. Lipkin will cc them on the e-mails he sends out about ARC decisions, and revise the Academic and Curricular Guidelines Manual accordingly.

V The following course requests were approved.
   a. **ARC Request #299**
      Course ID: IBUS 3XX  China and Other Business Environments in Asia
                  (Huiping Li, ASB)
      New Course

   b. **ARC Request #300**
      Course ID: BIIN 2XX  Introduction to PERL Scripting
                  (Ash Stuart, TAS)
      New Course

   c. **ARC Course #301**
      The Physics program name change to Engineering Physics.

The meeting was adjourned at 1:30 P.M.

Respectfully submitted,
Donna Crawley