RAMAPO COLLEGE OF NEW JERSEY
ACADEMIC REVIEW COMMITTEE (ARC)

Meeting Minutes of
Wednesday, January 17, 2007
11:30 A.M. – 1:30 P.M.
Library Conference Room (L-320)

All ARC 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)

The meeting was called to order at 11:35 a.m., and the minutes of the December 20, 2006 meeting were reviewed and approved with minor revision.

- E. Karlin, Faculty Assembly President, met with ARC and reviewed the approval process for changing the Physics Major to an Engineering Physics major. There is a question about how the proposal is to be brought to the Faculty Assembly. J. Lipkin will discuss this issue with the provost.

- **ARC Discussion Items**
  The committee discussed the ARC Bylaws.

- **ARC Decision Items**
  A. To assist in calendar coordination, the deadlines for course proposals should be consistent with course scheduling.
  B. The proposal for a Minor in Information Systems should come to ARC as a complete program proposal.
  C. The Cahill Center request to change the name of coops to internships was tabled.
  D. The ARC members reviewed the following “future items” to be discussed over the course of the spring semester:
     - Student Opinion of Teaching and Learning
     - Graduate course request process
     - General Education
     - Capstone courses and Writing Intensive Program
     - Cross-listing policy
     - 500/600 course level guidelines
     - Approval of Summer course requests

The meeting was adjourned at 1:10 P. M.

Respectfully submitted,
Susan Kurzmann