To: Faculty Assembly (FA)

From: Academic Review Committee (ARC) *

Date: May 24, 2004

Subject: ARC Report #15 to the Faculty Assembly (FA) – Academic Year 2003/2004

The following is a chronological listing of the ARC's activities for the academic year 2003/2004:

Course Requests
The ARC reviewed and processed/approved the following 70 course requests:
   · New Courses – Processed First-time Pilot – 24 courses
   · New Courses – Approved – 29 courses
   · Course Revisions – 17 courses

Neuroscience Major Program Proposal
The ARC reviewed and recommended that the Faculty Assembly approve the proposed Neuroscience Major.
[Passed]

Senior Seminars for Spring 2004
In order to address the current crisis of closed sections in the Senior Seminar Program, the ARC recommended that the Deans approve 400-level interdisciplinary or disciplinary courses as substitutes for Senior Seminars for the spring 2004 semester for only those students graduating in Spring 2004 or for students who are student teaching in the Fall 2004. The ARC recommended that an e-mail immediately be sent to students, faculty and Deans, and administrators in order to communicate these changes college-wide. **[Passed]**

Ramapo College Honors Program
The ARC reviewed the proposed revisions to the Ramapo College Honors Program and recommended that the Faculty Assembly approve the Program.

Students are increasingly interested in enrolling in the College Honors Program and there appears to be a critical mass of students, which will allow the College to offer dedicated sections of several courses. The proposed revised Honors Program features two tracks: one for science majors and one for non-science majors. In addition, Honors Program students will be required to do community service in the form of tutoring, etc. and will be offered other experiential opportunities. Honors Program students will still be required to complete a senior thesis and an on-campus presentation. A half-time Honors Director will be appointed to oversee the program. Social outings and cultural functions as well as separate Honors Residence for students in the program will be planned. **[Tabled]**

Common Final Exam Time Blocks
Several schools and convening groups requested that the ARC study the feasibility of having common final exam time blocks in the examination schedule. After analyzing the examination schedules for the next several years, L. Padley, Director of Academic Operations, indicated that she will recommend that the College add one day, at the end of the Final Examination schedule, to accommodate those courses with common final exams. This change will not impact the rest of the faculty. The ARC supports the recommendation. **[Passed]**

Winter Session
The ARC representatives polled their respective schools. Three schools were in favor of continuing it, one school and the Library were in favor of discontinuing it, and one school was divided. After an ARC request for input from the Student Government Association (SGA), C. Irving, President of SGA, informed the ARC that the SGA representatives overwhelmingly voted down a resolution to discontinue the Winter Session. Most administrators and professional staff stated that they were in favor of discontinuing the winter session. J. Dallon, Director of Study Abroad, believed that the Winter Study Abroad Programs could continue even if the Winter Session were

discontinued. In response to questions from several faculty regarding the academic viability of courses taught in the 4-week winter session, the ARC stated that this issue has been answered satisfactorily at the state-level.

After reviewing the information from the above constituencies, the ARC recommended to the FA and to the Administration that the College continue the Winter Session. If the Winter Session were discontinued, then the ARC recommended that an alternate 4-week session period be considered at another time of the year. **[FA voted to continue Winter Session]**

Student Evaluation of Course and Instructor Form
The ARC completed its review of the current Student Evaluation Form. Based on its review and with the unanimous support of the schools and the library, the ARC recommended the current Student Evaluation Form be revised and continue to contain both qualitative and quantitative questions. If supported by the FA, the ARC, in consultation with the Faculty Assembly President and Faculty Advisory Council, will form an ad-hoc subcommittee to create a revised form. **[Taken under advisement]**

Course Load Adjustment (CLA) II Recommendation III – Revised Class Meeting Schedule
The ARC endorsed a Common Meeting Time Block**. [Passed]**

Student Government Association (SGA) Proposal on Extending Drop and Add Period
The SGA proposed "the possible extension of the drop and add course period at the beginning of each semester…. If this proposal were considered, the exact time that the period would be extended would be open for discussion."

The ARC polled the faculty and received twenty-six (26) responses. Nine (9) faculty responded they would like the Add/Drop period extended and seventeen (17) responded they did not want it extended. Several faculty, in fact, indicated that they wanted a shorter Add/Drop period.

The ARC also discussed the proposal with L. Padley, Director of Academic Operations, and C. Brennan, Registrar. They indicated that in the past, the Add/Drop period had been longer and many faculty had expressed dissatisfaction with students not settling into classes until the third week of the semester. Also, faculty had been unhappy with the disruption this caused in their classes and with the delay this caused to getting down to serious work in their class. There was also evidence from the Registrar's Office that many students who added a class on the last day of the Add/Drop period found that they were too far behind their peers to catch up.

The ARC researched the Add/Drop periods for the Spring 2004 semester of the twenty (20) Council of Public Liberal Arts Colleges (COPLAC), of which Ramapo College is a member institution. It found that the average Add/Drop period is seven (7) days. Also, the average Add/Drop period for the five (5) of the nine (9) State Colleges researched is six (6) days. (Note: Montclair State University ends its Add/Drop period before classes even begin.). Ramapo College's Add/Drop period is six (6) days. Please see attached table for these data.

After reviewing all of the information, the ARC recommended that Ramapo extend the Add/Drop period from six (6) days to seven (7) days in order to allow for at least one full week of classes. However, the ARC believed that extending the Add/Drop period beyond the seven (7) days could have a negative impact upon those students who add a course in the second week because they may have to make up too much work. Also, it could have a negative impact on faculty because they may have to make significant course adjustments to accommodate those students.

The ARC thanked the SGA for sharing our concern for the welfare of Ramapo College students.
[FA approved extending the Add/Drop period to seven (7) days.]

Ramapo College Honors Program
The ARC referred the program back to the originators of the proposal for further study. The ARC encouraged the faculty to review the program report, which is posted on the FA website, and to e-mail their comments and suggestions to their ARC representatives. **[Referred back to originators of proposal]**

Student Evaluation of Course and Instructor Form
The ARC recommended that the revision of the form be deferred to a later date due to other priority items.

[Information item]

ARC Self-Assessment Report
The ARC prepared a Self-Assessment Report of its structure, functions, and activities in order to facilitate the Faculty Assembly's evaluation of its performance. The report is available in electronic form on the FA web site and in paper form in the schools. The ARC planned to bring it the floor of the FA for a vote at the February/March 2004 FA meeting. The ARC encouraged the faculty to discuss the report at Convening Group and Unit Council meetings. **[Information item]**

Teacher Education Institute Proposal
During the winter break, the ARC met with John Mulhern, Director of the Teacher Education Program. He shared with us his concerns and the issues that the program faces, namely: organizational structure, resources, national accreditation, and the issue of timing. While the ARC understood the concerns and issues, it felt that any recommendation would be premature in light of the deliberations of the Academic Structure Exploratory Committee (ASEC). **[Information item]**

Study Abroad Task Force Report
The ARC reviewed the Study Abroad Task Force Report dated February 12, 2003.

The Task Force Report indicated that it would address the issues of policy, program, and structure. With regard to policy issues, and more specifically, the "Protocol for Initiating New Courses," the ARC concurred with the process. However, the ARC noted that two process steps need to be included, namely:
- review and approval of the course request(s) by the respective Dean(s) if applicable
- review and approval of the course request(s) by the ARC

In addition, the ARC requested that the Director of Study Abroad Program (1) review all existing Study Abroad course syllabi and ensure that they conform to the guidelines in the *Academic and Curricular Guidelines Manual*, and (2) submit all existing Study Abroad Program course syllabi to the ARC for review, by May 1, 2004.

With regard to program issues, the ARC noted the absence of a specific section in the report on "program issues" (e.g., evaluation of present programs; feasibility for the development of semester-long programs); and also the absence of a "goals and objectives" section. The ARC strongly encouraged the Director of the Study Abroad Program to develop a program issues and goals and objectives addendum to the report.

The ARC agreed that the report should be updated to reflect the present structure of the Study Abroad Program (e.g., Director of Study Abroad Program position etc.). Also, the ARC recommended that the Study Abroad Program structure issues be referred to the Academic Structure Exploratory Committee (ASEC) for deliberation.

The ARC looks forward to working with the Director of Study Abroad Program, J. Dallon, and to receiving course and program requests. The ARC thanked the Study Abroad Task Force members for their hard work and good efforts. **[Information item]**

Courseload Adjustment (CLA) II Report
During the winter break, the ARC discussed the CLA II Report section, "Further Implementation Recommendations." The ARC supported the CLA II position, regarding:

- The reduction of the General Education/School Core Model to no more than 17 units
- The reduction of the graduation requirement to 34 units
- The responsibility of each school curriculum committee to best determine how to implement these changes and to report its finding to the All-College CLA Committee early in the spring 2004 semester. (Note: If a school does not have Curriculum Committee, then the ARC recommended that the school create one.)

The ARC stated that the convening groups should determine the feasibility of implementing the CLA recommendation. **[Passed]**

***Academic and Curricular Guidelines Manual* - Recommendation**
The *Academic & Curricular Guidelines Manual* is a compilation of existing, revised and newly developed academic and curricular guidelines. This manual has been in use for more than one year by the faculty, as a guide in developing new courses and revising existing ones, by new faculty as an orientation guide, and by the ARC in facilitating the processing and approving of course and program requests. The ARC recognizes that this manual is a work-in-progress. The ARC will update the manual to reflect the changing needs and requirements of the Ramapo College community and will, periodically, present it to the Faculty Assembly for approval.

(Please note: The *Academic & Curricular Guidelines Manual* is available in paper form and in electronic form on the Ramapo College Intranet Faculty Assembly homepage website: http://phobos.ramapo.edu/facassem/. Click on ARC to view the Academic Review Committee (ARC) home page. Click on ARC Manual/Forms to view the ARC Academic & Curricular Guidelines Manual and Forms.)

ARC Resolution #1
The ARC recommended the adoption of the *Academic & Curricular Guidelines Manual*, dated 11/2003 Revised, and the updated *Program Proposal Review and Approval Process*, dated 1/2004, which are posted on the Faculty Assembly website, to be effective immediately. **[Passed]**

Senior Seminars - Recommendation
The Faculty Assembly approved substituting 400 level school interdisciplinary courses and 400 level disciplinary capstone courses, on the authority of the Deans, for the Senior Seminar requirement for the Spring 2004 semester.

Rationale
Shortages of senior seminar sections over the past year and the pending impact of CLA II recommendations regarding General Education requirements convinced the ARC that this is a prudent measure to ensure that students will be able to fulfill their requirements in a timely way.

The Chair of the ARC will consult with the Director of Academic Operations to determine schedule planning that results in an adequate number of Senior Seminars and specific substitutes for Senior Seminars (as recommended by the Deans) for the number of students we expect to graduate in August 2004 - August 2005.

ARC Resolution #2
The ARC recommended that the Faculty Assembly approve the continuation of the course substitution policy for Senior Seminars through Summer 2005. **[Passed]**

ARC Structure - Recommendation
(Please NOTE: The complete *ARC Self Assessment Report*, to the Faculty Assembly, November 20, 2003 is posted on the Faculty Assembly website.)

Excerpts from the *ARC Self Assessment Report*, to the Faculty Assembly, November 20, 2003:

"On September 23, 2002, the Faculty Assembly (FA) voted to establish the Academic Review Committee (ARC), approve the ARC by-laws, and replace the four FA standing committees. The ARC began its work on October 1, 2002. According to the Faculty Assembly mandate, the ARC will function on an experimental basis for no more than two years. It will continue beyond this term only if the Faculty Assembly charters it. In the event that the FA chooses to end the work of the ARC, the former four standing FA standing committees will be reinstated."

"The ARC members believe that the ARC has met the mandate of the Faculty Assembly by: 1) increasing efficiency and effectiveness through the elimination of duplication in function and effort and streamlining procedures, 2) improving responsiveness to the faculty, convening groups, deans and provost, 3) providing a stronger faculty role in college-wide decision making, 4) increasing accountability; 5) re-establishing formal communication channels with administration, and enhancing dialogue with administrators, 6) strengthening oversight; and 7) re-establishing the integrity of the process for course and program approval by providing a clear structure and process for course and program approval both within and across convening groups and schools."

"The ARC's record of achievement is based on several factors: 1) a single integrated committee structure that meets weekly, 2) open lines of communication with faculty, convening groups, deans, provost and administrators, 3) an experienced, dedicated, and hard-working committee of faculty with a college-wide perspective, 4) a clear mandate from the Faculty Assembly, and most importantly, 5) the cooperation, support, and collegiality of the faculty."

"The ARC requests Faculty Assembly support a positive vote on the resolution to permanently amend the bylaws (i.e., replace Article VI Committees and Senior Seminar Bylaws supplement) of the Faculty Assembly and charter the Academic Review Committee (ARC) as the standing committee of the Faculty Assembly commencing for the academic year 2004."

(Note: The ARC Statutes, Members, Meeting Minutes, Reports to the Faculty Assembly, Academic & Curricular Guidelines Manual, Forms and Instructions, and Self Assessment Report are posted on the Ramapo College Intranet Faculty Assembly homepage website at: http://phobos.ramapo.edu/facassem/. Click on ARC to view the Academic Review Committee (ARC) home page. Click on ARC Manual/Forms to view the ARC Academic & Curricular Guidelines Manual and Forms.)

ARC Resolution #3

The ARC recommended that the Faculty Assembly vote to charter the Academic Review Committee (ARC) as the standing committee of the Faculty Assembly, replacing the former four Faculty Assembly standing committees: Academic, Curriculum, General Education, and Senior Seminar, effective immediately.

Please NOTE: Since this resolution will affect the Faculty Assembly bylaws, the resolution must pass by a 2/3 majority vote of the Faculty Assembly. In the event that the resolution does not pass, (i.e., ending the work of the ARC), the bylaws which preceded the establishment of the ARC (i.e., the former four Faculty Assembly standing committees) will be reinstated as of September 2004. **[Passed]**

Student Evaluations

The ARC believed it was useful to restate its position regarding the subject of Student Evaluations. The ARC had recommended that the current Student Evaluation of Instructor and Course Form be revised and that it include a limited number of both qualitative and quantitative questions. The ARC had also stated that the policy, process, and the evaluation data that are disseminated by the units must adhere to the rules as stated in the Ramapo College Faculty Handbook.

The ARC disagreed with the Ad hoc Student Evaluation Committee's Resolution #1 that the current form be renamed "Student Satisfaction with Instruction" and recommended, in accordance with the Ramapo College Faculty Handbook, that the form be titled "Student Opinion of Effective Teaching".

The ARC disagreed with the Ad hoc Student Evaluation Committee's Resolution #2 that this new form be qualitative in nature, and recommends instead that it include a limited number of both qualitative and quantitative questions.

Therefore, the ARC did not support the resolution as put forth by the Ad-hoc Committee on Student Evaluations. **[Resolution withdrawn]**

Senior Seminars

As requested by members of the Faculty Assembly, the ARC listed the 400-level disciplinary capstone courses that have been approved by the respective deans as substitutes for Senior Seminars through August 2005:

BBAD 495 Strategic Management
AHST 410 History Seminar
APOL 405 Political Science Seminar
ALIT 414 Literature Seminar
M/SPSY 430 Advanced Topics in Psych
MSWK 420 Contemporary Social Policy
SCHM 450 Special Topics
SENV 414 Environmental Assessment Lec/Lab
[Information item]

Policy and Procedures for Modifications to the Degree Requirements for Students with Documented Disabilities

The Office of Specialized Services (OSS) delivered to the ARC, as an informational item, a minor revision to the current Policy and Procedures for Modifications to the Degree Requirements for Students with Documented Disabilities. For the most part, the original policy and procedure remain intact. The revised policy, which is posted on the OSS website, recognizes the change in the academic structure (i.e., the dissolution of the Division of Basic Studies) and the change of titles (i.e., "Associate Dean" to "Dean" and "VPAA" to "Provost/VPAA"), and which includes reference to additional 2002 NJ State legislation. If you have any questions, please contact J. Balutanski or R. Kopacz in OSS. The ARC thanked OSS and the Policy Revision Committee, which drafted the changes, for their good work. **[Information item]**

Courseload Adjustment (CLA) II Report – General Education Model

The ARC emphasized that in order to implement the CLA 3-3 course load model for September 2005, the schools and convening groups needed to review and revise general education, school core, and major curriculums now. The deadline for submission by each dean to the CLA Committee chair, E. Saiff, was no later than April 28, 2004. The ARC planned to meet with the CLA Committee in the near future to discuss the proposed General Education model. **[Information item]**

Revised Academic Integrity Policy

The ARC reviewed a Revised Ramapo College Academic Integrity Policy. The statement defined the four broad forms of academic dishonesty (Cheating, Plagiarism, Academic Misconduct, and Fabrication) and described the adjudication process. The major revisions included 1) an alternative process for the resolution of a charge of academic dishonesty and 2) the introduction of a form for first time offenses to be filed in the Vice Provost's office. The complete text of the Revised Ramapo College Academic Integrity Policy is available at http://phobos.ramapo.edu/facassem/acadintegritypolicyrev.html. If you have any questions, please contact M. Ecker in Academic Affairs. The ARC supported the revisions in the policy and thanked her for her excellent work.

ARC Resolution #1

The ARC recommended the adoption of the Revised Draft of the Ramapo College Academic Integrity Policy. **[Passed]**

Provost Task Force on Grading

After reviewing the Provost Task Force on Grading Report, the ARC commended the task force for an excellent report, which was broadly researched (faculty, students, COPLAC schools, and NJ State Colleges) and objectively reported. The ARC supported the recommendations in the report.

ARC Resolution #2

The ARC recommended the adoption of the Provost Task on Grading Recommendation #1. **[Passed]**

ARC Resolution #3

The ARC recommended the adoption of the Provost Task on Grading Recommendation #2. **[Passed]**

Courseload Adjustment (CLA) II Report – General Education/School Core Model

The Chair of the ARC has met consistently with the CLA committee as the CLA committee has deliberated on the General Education/School Core Model. There has been open and candid exchange of information among the various school constituencies: ARC, CLA, Deans, and Units regarding the proposed model. The ARC, itself, has deliberated at length on the proposed CLA General Education/School Core model. The ARC congratulates the CLA committees for their hard work and diligence. **[Information item]**

Writing Across the Curriculum (WAC)

The ARC reviewed the *Writing Across the Curriculum (WAC) At 3 ½: A Report About Ramapo,* March 2004 by A. Romano, Director of the WAC Program, and by the WAC Advisory Council (WACAC). The ARC has recommended that there be a review of the structure, organization, and administration of the WAC Program, in the context of the on-going college-wide restructuring of the curriculum. The ARC recognizes there is a critical need to improve the reading, writing and critical thinking skills of our students. At the same time, the ARC believes the

College should explore alternative strategies to achieve these objectives. **[Information item]**

ARC, Faculty Assembly President, and Faculty Advisory Council
The ARC held several productive joint meetings to exchange information and discuss important issues. **[Information item]**

Academic and Curricular Guidelines Manual.
 The *Academic & Curricular Guidelines Manual*, approved at the February 18, 2004 Faculty Assembly, is available in paper form and in electronic form on the Ramapo College Intranet Faculty Assembly homepage website: http://phobos.ramapo.edu/facassem/. Click on ARC to view the Academic Review Committee (ARC) home page. Click on ARC Manual/Forms to view the *ARC Academic & Curricular Guidelines Manual* and Forms.
[Information item]

Acknowledgements
The members of the ARC appreciate the cooperation and support we have received from the faculty, administration, staff, and students during this year. We thank our colleagues for their diligence, collegiality, and professionalism in working with us. It has been a valuable learning and growing experience for all of us. We look forward to the next academic year and to serving you.

The members of the ARC acknowledge the outstanding leadership of S. Klein (SAB) as Chair of this committee.

S. Klein acknowledges and thanks the other members of the ARC, Shalom Gorewitz (CA); Robert Mentore (TAS); Elaine Risch (LIB); Frances Shapiro-Skrobe (SSHS); Ira Spar (AIS); Martha Ecker (Office of the Provost, ex-officio member) for their outstanding service and commitment to the College.

A special thank you and "we'll miss you" to S. Gorewitz (CA), E. Risch (LIB), and M. Ecker (Office of the Provost) who are stepping down after two years of meritorious service on the ARC.

We wish the faculty a good summer.

Thank you.

* ARC Membership: Stephen Klein (SAB), Chair; Shalom Gorewitz (CA); Robert Mentore (TAS); Elaine Risch (LIB); Frances Shapiro-Skrobe (SSHS); Ira Spar (AIS); Martha Ecker (Office of the Provost, ex-officio member).

| Academic Review Committee (ARC) Activity Log - Acadeimc Year 2003/2004 |

RC No.	ARC Status	Effective Date	Faculty / Contact (E-mail)	School	(N)ew or (R)ev. Course	General Education; Sr. Seminar; WI	Course ID ; Discipline / Level / Category	Course Title / Program Name	Notes & Comments
37	A	Fall 2004	Martha Ecker (mecker)	ACAF	R			Revised Ramapo College Honors Program	Revised Ramapo College Honors Program
30	F	Spr 2004	Bernard Roy (broy)	AIS	N		APHL 2XX	Love and Friendship in Philosophy	First-time Pilot course
32	F	Fall 2004	C. Komoroski	AIS	N		AINT 2XX	Disability Studies Across the Life Span	First-time Pilot course
16	A	Su 2004	E. Shannon	AIS	N	Sr. Seminar	ZSRS 4XX	Senior Seminar: Woody Guthrie's	New course

								America	
39	A	Spr 2004	~~Elena Sheygal~~ (esheygal)	~~AIS~~	N		~~ALIT 234~~	Russian Short Story	P --> A
28	A	Fall 2004	I. Spar	AIS	N	Gen. Ed.	AHST 2XX	Beginnings of Civilization: The Ancient Near East	New Course.
35	F	Spr 2004	Iraida Lopez (ilopez)	AIS	N		ALNG 3XX	Latin American Culture and Society	First-time Pilot course
91	A	Fall 2004	Iraida Lopez (ilopez)	AIS	R		ALNG 447	Readings in Spanish	Change: Course Level from 400 to 3000; Title to The Art of Reading in Spanish
98	F	Fall 2004	Iraida Lopez (ilopez)	AIS	N	Gen. Ed.	ALNG 3XX	Latin American Literature and Film	New course for the Spanish Major; Cross listed: needs Literature Convener signature
99	F	Fall 2004	Iraida Lopez (ilopez)	AIS	N	Gen. Ed.	ALNG 3XX	Hispanic Women's Voices and Images	New course for the Spanish Major
00	F	Fall 2004	Iraida Lopez (ilopez)	AIS	N	Gen. Ed.; WI	ALNG 4XX	Latin American Literature Up To 1900	New course for the Spanish Major
01	F	Fall 2004	Iraida Lopez (ilopez)	AIS	N	Gen. Ed.; WI	ALNG 4XX	Latin American Literature Since 1900	New course for the Spanish Major
77	F	Spr 2004	Lisa Cassidy (lcassidy)	AIS	N	WI	APHL 2XX	Existentialism	First-Time Pilot course;
95	A	Spr 2004	Lisa Cassidy (lcassidy)	AIS	N	Gen Ed.	APHL 328	Bioethics	P --> A
79	A	Spr 2004	Michael Riff (mriff)	AIS	N	Gen Ed.	AHST 3XX	Modernism and Its Discontent	Approved new course
76	F	Spr 2004	Monika Giacoppe (mgiacopp)	AIS	N	Gen. Ed.	ALIT 2XX	Survey of African Literatures	First-Time Pilot course; consider for WI course; expand syllabus; more detailed time schedule.
18	A	Su 2004	P. Scheckner	AIS	R	Sr. Seminar	ALIT 414 to ZSRS 4XX	The Literature of War	Course Revision from ALIT 414 to ZSRS Sr. Seminar
36	A	Spr 2005	P. Straile-Costa	AIS	R	Gen. Ed.; WI	ALNG 443	El arte de escribir y las tecnicas de investigacion formal	Course Title change from Advanced Spanish Conv. & Comp.
37	F	Spr 2005	P. Straile-Costa	AIS	N		ALNG 4XX	Comunicacion avanzuda en espanol	First-time Pilot course
04	A	Su 2004	Paul Elovitz (pelovitz)	AIS	N	Sr. Seminar	ZSRS 4XX	Psychohistory & Society	New course; ARC recommended course title change from Psychology & Society to Psychohistory & Society
05	A	Fall 2004	Paul Elovitz (pelovitz)	AIS	R		AHST 269	Psychohistory	Course Level change from 200 to 300.
45	A	Spr 2005	S. Hangen	AIS	N		AANT 2XX	Religion in Cross Cultural Perspective	New Course
34	F	Spr 2005	S. Mustafa	AIS	N		AHST 2XX	The First World War	First-time Pilot course
35	A	Spr 2005	T. Gong	AIS	R		APOL 265 AINS 265 to APOL 3XX AINS 3XX	International Political Economy	Course Level change from 200 to 300.
71	F	Spr 2004	Val Flenga (vflenga)	AIS	N	Gen. Ed.	ALNG 3XX	Francophone Cultures	First-time Pilot course
	A		S. Klein	ARC				Academic & Curricular Guidelines Manual	Draft Copy to FA 5/22/2003 FA Approved: 2/18/2004
94	A	Fall 2004	Kathleen Finnegan (kfinnega)	ATHL	N		ZCON 2XX	Health & Lifestyle	
93	A	Fall 2004	Rosemarie Zimmerer (rzimmere)	ATHL	N		ZCON 1XX	Pilates Body	

34	A	Spr 2004	Bonnie Blake (bblake)	CA	N		CCOM 3XX	Title Design for Screen Media	Approved new course
21	A	Fall 2004	J. Lipkin	CA	N	Sr. Seminar	ZSRS 4XX	Digital Culture	New Course.
32	F	Spr 2004	Jonathan Lipkin (jlipkin)	CA	N	Sr. Seminar	ZSRS 4XX	Digital Culture	First-time Pilot course
20	A	Fall 2004	K. Dolak	CA	N		CCOM 3XX	Producing and Directing the Television Drama	New Course.
17	F	Fall 2004	K. Fikentscher	CA	N	Gen. Ed.	CMUS 2XX	History of Rock 'N' Roll	New Course - Pilot First-Time
26	A	Fall 2004	K. Fikentscher	CA	N	Gen. Ed.	CMUS 3XX	DJ Culture	New course. Was previously offered once under "Special Topics."
33	F	Spr 2004	Kathleen Sunshine (ksunshin)	CA	N		CCOM 3XX	The Narrative Art	First-time Pilot course
33	F	Su 2004	M. Bautis	CA	N	Gen. Ed.; Study Abroad	CINT 3XX	Cuban Cinema and Culture	First-time Pilot course; Study Abroad
97	A	Spr 2004	Maria Vail Guevara (mvail)	CA	N		CTHE 115	Basic Acting for Non-Majors	P --> A
40	A	Fall 2004	P.Keeton	CA	N		CCOM 329	Photojournalism	First-time (F) to (P) to Approval Status.(A)
36	F	Spr 2004	Pat Keeton (pkeeton)	CA	N		CCOM 3XX	Photojournalism	First-time Pilot course
19	A	Fall 2004	R. Budin	CA	R		CTHE 342 to CTHE 2XX	Producing the Play	Course Revision from 300 level to 200 level
22	A	Fall 2004	R. Gangemi	CA	N	WI	CCOM 3XX	History & Aesthetics: Film Editing	New Course.
23	A	Fall 2004	R. Gangemi	CA	N	WI	CINT 3XX	American Independent Cinema	New Course.
10	A	Spr 2005	R. O. Johnson	CA	R		CINT 322 to CMUS 3XX		Course discipline change (CINT 322 --> CMUS 3XX)
11	A	Fall 2004	R. O. Johnson	CA	R		CMUS 253	Music Performance	Course title change for Music Performance and Recording
12	A	Spr 2005	R. O. Johnson	CA	R		CMUS 216	Music, Technology, and Media	Course title change for Music in the Mass Media
13	A	Spr 2005	R. O. Johnson	CA	R		CMUS 123	Foundations of Music	Course title change for Foundations of Music I
14	A	Spr 2005	R. O. Johnson	CA	R		CMUS 3XX to CMUS 2XX	Basic Music Theory	Course level change to 200; Course title change for Foundations of Music II
15	F	Fall 2004	R. O. Johnson	CA	N		CMUS 2XX	Basic Music Recording	New Course - Pilot First-Time
96	A	Spr 2004	Ruma Sen (rsen).	CA	N	Gen. Ed.; WI	CCOM 324	Intercultural Communication	P --> A
31	A	Fall 2004	S. Gorewitz	CA	R		CINT 318 to ZSRS 4XX	Israeli and Palestinian Cinema	Course change to Senior Semnar
06	A	Fall 2004	Shalom Gorewitz (sgorewit)	CA	N	Gen. Ed.	CINT 3XX	Aesthetics of Nihilism: Israeli and Paestinian Cinema	New course
72	F	Spr 2004	Terra Vandergraw (tvanderg)	CA	N		CINT 3XX	Performance Art	First-time Pilot course
73	F	Spr 2004	Terra Vandergraw (tvanderg)	CA	N		CINT 3XX	History and Aesthetics of the 20th Cent. Performance Art	First-time Pilot course
69	A	Spr 2004	Terra Vandergraw (tvangerg)	CA	N		CTHE 3XX	Voice and Movement II	Approved new course
39	F	Fall 2004	A. Forest	CAS	N		XESL 1XX	Writing in American Language and Culture	First-time Pilot course
	W		E. Shannon	CLA				CLA II Report	

No.		Semester	Person	Committee	N/R	Category	Course ID	Title	Comments
			(CLA)						
	W		K. Fowler	FAP					Student Evaluations
	A		K. Fowler	FAP				Winter Session	ARC recommended to continue Winter Session
	A	Fall 2004	K. Fowler	FAP					ARC Self Assessment Report
08	A	Spr 2004	Robert Sproul (rsproul)	First Year Seminar	N	Gen. Ed.	ZINT 2XX	Theory and Practice of Peer Facilitation	New course
	W		S. Pfeiffer (Provost)	Provost					Provost Task Force Reports
78	A	Fall 2004	Stephen Klein (sklein)	SAB	R		BINF		Six (6) BINF Course Level and Prerequisite changes
31	A	Spr 2004	David Greene (dgreene)	SSHS	R		MPSY 311	The Psychology of Gender	Remove from Gen. Ed.: Values, Ethics, and Aesthetics.
38	F	Fall 2004	F. Shapiro-Skrobe	SSHS	N		XESL 1XX	Reading in American Language and Culture	First-time Pilot course
09	A	Fall 2004	K. Johnson	SSHS	N		AAMR 3XX	U.S. Relations Toward Africa and Its Diaspora	New course
90	S	Fall 2004 (returned)	Karl Johnson (kjohnson)	SSHS	N	Sr. Seminar	ZSRS 4XX	U.S. Relations Toward Africa and Its Diaspora	
02	S	Fall 2004	Karl Johnson (kjohnson)	SSHS	N	Gen. Ed.	MMET 2XX	Introduction to African Studies	New course; Ad Hoc Comm: African Studies
27	A	Fall 2004	M. Poran	SSHS	N		MPSY 3XX	Fieldwork with Adolescents	New Course.
38	F	Spr 2004	Maya Poran (mporan)	SSHS	N		MPSY 2XX	The Development of Sexual Identities: LGBT	First-time Pilot course
03	A	Fall 2004	Sam Pinn (spinn) / Niza Fabre (nfabre)	SSHS	N	Gen. Ed.	MMET 3XX	Vodoo/African Religions in the New World	New course; Ad Hoc Comm: African Studies
	A	Spr 2004	E. Karlin	TAS				Common Final Exam Time Blocks	ARC supported adding one additional day at the end of the exam schedule for common finals.
07	A	Fall 2004	Emma Rainforth (erainfor)	TAS	N		SENS 3XX	Paleontology and Paleoenvironments	New course for first-time status.
29	A	Fall 2004	J. Cataliotti	TAS	N		SPSY 213/ MPSY 213	Neuropsychology	First-time Pilot --> A Approved
30	A	Spr 2005	J. Cataliotti	TAS	N		SPSY 353/ MPSY 353	Cognitive Neuroscience	First-time Pilot --> A Approved
24	A	Fall 2004	M. Berger	TAS	R	Gen. Ed.	SMTH 105 to SMTH 110	Precalculus to Precalculus II	Course ID and Title Revision from SMTH 105 to SMTH 110
25	F	Fall 2004	M. Berger	TAS	N		SMTH 1XX	Precalculus I	First-time Pilot course. Recommend Course ID be SMTH 109
92	A	Fall 2004	Maxim Golberg-Rugalev (mgoldber)	TAS	N	Gen. Ed.	SMTH 1XX	Mathematics for the Modern World	Approved
70	A	Spr 2004	Maxim Golberg-Rugalev (mrugalev)	TAS	N	Gen. Ed.	SMTH 108	Elementary Probability and Statistics	P --> A
75	A	Spr 2004	Paramjeet Bagga (pbagga)	TAS	R		SBIF 430	Bioinformatics	Expanded course into a lecture/lab format. Increased credit hours to 4/6.
74	A	Fall 2004	"Neuroscience Group"	TAS/ SSHS	N			Neuroscience Major	Under review. Requested information. Received additional information and approvals.

RC Request Nos: 69 - 141

OTES:

These highlighted requests require immediate ARC action.								
ARC Status: S = Submitted; A = Approved; F = Approved First Time Pilot Course; P = Pending; W = Work In Progress; R = Returned								
A course offered for the First Time (Status Code = "F") requires ARC review but not approval.								
L. Padley (ACAF) will notify the ARC, the Convening Groups/Faculty Members of course status code changes from "F" to a "P".								
The ARC Rep will follow-up with the Convening Groups/Faculty members.								
A course with a status code of "P" cannot be offered a second time without ARC approval..								
If the course is a General Education course, notify J. Skryznski (ADV) of ARC action.								
ompiled by: Stephen Klein								
ate: 19/2004								