

To: Faculty Assembly (FA)
From: Academic Review Committee (ARC) *
Date: March 15, 2006
Subject: ARC Report #28 to the Faculty Assembly (FA)

ARC Course Requests:

ARC reviewed and approved eight course requests since its last report. These courses were an exception to the moratorium on new courses and were necessitated by the Curriculum Enhancement Plan (CEP).

Transitioning to the Curriculum Enhancement Plan (CEP):

ARC continues to work closely with individual faculty members, conveners, deans, and the Office of the Provost during the transition to the Curriculum Enhancement Plan (CEP).

Student Opinion of Teaching and Learning Pilot Form:

A group composed of representatives from ARC, Faculty Advisory Council, Office of the Provost, and Institutional Research reviewed the results of piloting *Student Opinion of Teaching and Learning Pilot Form*. Based on its review, it was not clear that the new form provided any more useful student feedback than the current form. Therefore, the group has asked the nineteen senior faculty who participated in the pilot for their input.

Academic & Curricular Guidelines Manual (March 2006)

The Academic Review Committee (ARC) has completed a major revision of the *Academic & Curricular Guidelines Manual*. This revision incorporates the CEP General Education Program and several minor changes. The revised *Manual* is the product of the collaborative efforts of many faculty members, administrators, and staff, and we thank them for their good work.

The complete *Manual*, as well as, selected sections of the manual (i.e., Course Proposal Package, Course Syllabus Checklist, Course Syllabus Template, Course Request Form, and Program Proposal Package), can be found by visiting the Faculty Assembly home page, <http://phobos.ramapo.edu/facassem>, selecting "Committees" and clicking on "ARC." A direct link to the ARC web page is: <http://phobos.ramapo.edu/arc>.

ARC Committee Elections:

It is hard to believe that four years have passed since the Faculty Assembly voted to establish the Academic Review Committee (ARC). According to ARC bylaws, "Members are limited to no more than two consecutive terms." The current representatives of four schools, Business (SB), American and International Studies (AIS), Social Science and Human Services (SSHS), and Theoretical and Applied Science (TAS) are completing their second two-year term and are thus ineligible to continue. The representatives from Contemporary Arts (CA) and the Library are eligible to serve another two-year term. We encourage the schools at their April/May unit council meetings to elect representatives to serve on ARC for AY 2006-2008.

Thank you.

* ARC Members: Stephen Klein (SB), Chair; Susan Kurzmann (LIB); Jonathan Lipkin (CA), Robert Mentore (TAS); Frances Shapiro-Skrobe (SSHS); Ira Spar (AIS); Martha Ecker (Office of the Provost,

ex-officio member).