

To: Faculty Assembly (FA)
From: Academic Review Committee (ARC) *
Date: May 23, 2006

Subject: ARC Report #29 to the Faculty Assembly – Report for Academic Year 2005/2006

Transitioning to the New Curriculum Enhancement Plan (CEP) General Education Program

Thanks to the many good efforts of faculty and convening groups, deans, provost, Office of Academic Affairs, and Advisement Center, Phases I & II of transitioning the current General Education courses to the new Curriculum Enhancement Plan (CEP) General Education Program were completed. ARC reviewed and approved the transitioning of 234 courses to the CEP General Education Program.

ARC continues to work closely with the faculty, administration, and staff during the transition to the Curriculum Enhancement Plan (CEP).

Revising the Review and Approval Process for Academic Program Proposals and Curriculum Requests

ARC revised the Review and Approval Process for Academic Program Proposals and Curriculum Requests and incorporated the graduate programs.

Course Requests-- Decision Item

During the Academic Year 2005/2006 ARC met weekly and reviewed and approved more than 70 course and/or program requests from faculty. Also, it reviewed and approved the transitioning of 234 courses from the current General Education Program to the new Curriculum Enhancement Plan (CEP) General Education Program. Please refer to Appendix A, *Academic Review Committee (ARC) Activity Log - Academic Year 2005/2006*, for detailed information.

ARC has created an ad hoc subcommittee consisting of S. Klein (ASB), J. Lipkin (CA) and S. Kurzmann (LIB) and has empowered it to review and tentatively approve course requests - through August 31, 2006. The vote by the entire ARC membership on these course requests will occur in September 2006.

Academic & Curricular Guidelines Manual

The Academic Review Committee (ARC) 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>.

Student Opinion of Teaching and Learning Pilot Form

ARC members discussed the results of the faculty survey completed by 12 of the 19 faculty who piloted the “Student Opinion of Teaching and Learning” survey form. These faculty members responded almost unanimously in the affirmative (10 True, 1 False, 1 No Response), to the question: “Overall, I find the feedback provided on the pilot survey more useful than the feedback provided on the existing evaluation form.” (i.e., that the piloted form provides more information than does the current survey form).

ARC members agreed to consider the implementation of the “Student Opinion of Teaching and Learning” survey form as an on-line survey using the Banner system. Development of the new format for the survey will begin in the fall semester. ARC, Center for Computing and Information Systems (CCIS) and Institutional Research (IR) will be involved in the implementation phase.

ARC Membership for Academic Years 2006-2008

ARC welcomes the following new and continuing members to ARC for the Academic Years 2006-2008:

Donna Crawley (SSHS) new
Larry D'Antonio (TAS) new
George Gonpu (ASB) new

Susan Kurzmann (LIB) continuing
 Jonathan Lipkin (CA) continuing
 To Be Announced (AIS) new
 Martha Ecker (Office the Provost ex officio) continuing (tentative)

Work To Be Done

During the coming year, ARC will be considering the following issues:

- Course Requests and Program Proposals
- Writing Across the Curriculum Proposal
- Program Proposals for Certificate Programs
- Course Syllabus Guidelines & Template – Student Learning Goals and Objectives and Outcomes Assessment Statements
- Student Opinion of Teaching and Learning
- Transfer Credit Policies Regarding General Education Program Waivers
- CEP Topics: Science
- eLearning Standards
- ARC Bylaws
- other Academic and Curricular Matters

Acknowledgements

The members of ARC appreciate the cooperation and support we have received from the faculty, administration, staff, and students during this year. In particular, we thank Kay Fowler, Faculty Assembly President and the Faculty Advisory Council; Sandy Pfeiffer, Provost; Linda Padley, Director of Academic Operations; Jacquelyn Skrzynski, Coordinator of the Advisement Center; the Student Government Association, and the many, many others who provided advice and counsel along the way. It has been a valuable learning and growing experience for all of us. ARC looks forward to the next academic year and to serving you.

The members of the ARC acknowledge the outstanding leadership of S. Klein (ASB) during his 4-year tenure as Chair of this Committee.

S. Klein acknowledges and thanks his ARC colleagues, Susan Kurzmann (LIB); Jonathan Lipkin (CA); Robert Mentore (TAS); Frances Shapiro-Skrobe (SSHS); Ira Spar (AIS); and Martha Ecker (Office of the Provost, ex-officio member) for their meritorious service and commitment to the College.

ARC Activities, Decision and Information Items, and Recommendations

The following items were excerpted from ARC Reports #25-28 to the Faculty Assembly for the academic year 2005/2006. These reports included ARC activities, decision and information items, and recommendations.

ARC Report #25 to the Faculty Assembly, September 7, 2005

Transitioning the Current General Education Courses to the New Curriculum Enhancement Program (CEP) General Education Program

Thanks to the good efforts of faculty and convening groups, deans, provost, Office of Academic Affairs, and Advisement Center, Phase I of transitioning the current General Education courses to the new Curriculum Enhancement Program (CEP) General Education Program was completed.

ARC Report #26 to the Faculty Assembly, November 9, 2005

Transitioning to the Curriculum Enhancement Plan (CEP)

ARC continued to work closely with deans, conveners, individual faculty, and the Office of Academic Affairs during the transition to the Curriculum Enhancement Plan (CEP).

Revising the Review and Approval Process for Academic Program Proposals and Curriculum Requests

ARC revised the Review and Approval Process for Academic Program Proposals and Curriculum Requests and incorporated the graduate programs.

Updating Academic & Curricular Guidelines Manual

ARC updated the Academic & Curricular Guidelines Manual to incorporate CEP.

ARC Bylaws

ARC reviewed its bylaws.

ARC Report #27 to the Faculty Assembly, November 30, 2005

Transitioning to the Curriculum Enhancement Plan (CEP)

ARC continued to work closely with deans, conveners, individual faculty, and the Office of Academic Affairs during the transition to the Curriculum Enhancement Plan (CEP).

Experiential Component in All Curriculum Enhancement Plan (CEP) Courses

The ARC endorsed, in principle, the proposed *Memorandum of Understanding* agreement of the Administration, Faculty Assembly, and the AFT local of Ramapo College regarding the experiential component in all Curriculum Enhancement Plan (CEP) courses. Specifically, the *Memorandum of Understanding* states “that each course will have five (5) hours of unmonitored appropriate experience outside of the classroom over the period of the semester. These experiences, which enhance student learning, could include visits to museums, guest lectures, library programs, colloquia, assigned TV shows, movies, participation in class projects, service learning, convocations, trips to professional meetings, and a wide range of other activities limited only by the creativity of our faculty and students.”

Graduate Program Review and Recommendation and Graduate Course Review and Approval Processes and Procedures

As a result of collegial discussions with the Directors of Graduate Programs and subsequent ARC discussions, ARC proposed four resolutions regarding Graduate Program Review and Recommendation and Graduate Course Review and Approval processes and procedures. The proposed resolutions were discussed and voted on at FA on November 30th. [Note: On November 30, 2005, The Faculty Assembly passed the four resolutions by a vote of 91 Yes; 1 No; and 10 Abstains.]

Updating Academic & Curricular Guidelines Manual

ARC continued updating the *Academic & Curricular Guidelines Manual* to incorporate CEP.

Updating the ARC Bylaws

ARC continued reviewing and updating its bylaws.

ARC Report #28 to the Faculty Assembly, March 15, 2006

Transitioning to the Curriculum Enhancement Plan (CEP)

ARC continued 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) 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>.

We wish all a good summer.

Thank you all for your continued support.

* ARC Membership: Stephen Klein (ASB), 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).

APPENDIX A

Academic Review Committee (ARC) Activity Log - Academic Year 2005/2006

ARC #	ARC Status	Effective Date	Faculty Name	School	(N)ew or (R)ev. Crse	Gen. Ed. WI	Course ID / Disc. Level	Course Title / Program Name	Notes & Comments
5	A	Fall 2006	L. Padley	ACAF	-	-	-	-	ARC approved the transitioning of 234 courses from the current Gen Ed Program to the new CEP Gen Ed Program effective Fall 2006.
ARC # 175-175 reported on ARC Report #25 to FA on 09/07/2005									
6	A	Fall 2006	A. Urbiel, et al	SSHS	R	Intercultural N.A.	EDUC 221 MEDU 221	Social Context of Education	ARC approved Gen Ed Category: Intercultural N.A.; Restricted to students admitted into the Teacher Education and Certification Program.
7	A	Fall 2006	C. Kassem; T. Sineshaw; et al	SSHS	R	Topics in SS	PSYC 215 MPSY 215	Psychology of Learning, Cognition, and Teaching	ARC approved Gen Ed Category: Topics in SS.; Restricted to Psychology majors, Psychology minors, or students admitted into the Teacher Education and Certification Program.
8	A	Fall 2006	K. Fowler	SSHS	R	Intercultural N.A.	SOSC 223 MMET 223	Women Writers & Medley	ARC approved Gen Ed Category: Intercultural North America
9	A	Fall 2006	K. Fowler	SSHS	R	Topics in A&H	SCIN 346 SINT 346	Survey of Science Fiction	ARC approved Gen Ed Category: Topics in Arts & Humanities
10	A	Fall 2006	K. Fowler	SSHS	R	Topics in SS	SOSC 314 MMET 314	Death & Dying	ARC approved Gen Ed Category: Topics in Social Sciences
11	A	Fall 2006	W. Frech	SB	R	International Issues	IBUS 305 BIBS 305	Politics of Intl Investment	ARC approved Gen Ed Category: International Issues
12	A	Fall 2006	W. Frech	SB	R	International Issues	IBUS 330 BIBS 330	Fund of Importing / Exporting	ARC approved Gen Ed Category: International Issues
13	A	Fall 2006	W. Frech	SB	R	International Issues	IBUS 340 BIBS 340	European Business Community	ARC approved Gen Ed Category: International Issues
14	A	Fall 2006	L. Perez-Strumolo	SSHS	R		MPSY/SPSY 303	Research Methods in Psychology: Lecture & Lab	Title Change To: Research Methods and Statistics in Psychology
15	A	Fall 2006	P. Anderson D. Buna R. Mentore	TAS	R			See notes & Comments	ARC approved correction of Gen Ed Category: Science w/Experiential Component for the following courses: SPHY 110, SPHY 112, SPHY 114, SPHY 115. ARC approved correction of CHEM 112 course title to Chem II Lec & Lab
16	A	Fall 2006	J. Skrzynski	ADV	R	See notes & Comments		See notes & Comments	ARC approved 23 course requests to CEP Gen Ed categories because of errors/omissions/corrections/additions/changes: AMER 206, AMER 214, AMER 220, AMER 311, AMER 365, ANTH 221, ARHT 240, HIST 355, HIST 356, HIST 325, HIST 324, LITR 217, LITR 224, LITR 227, LITR 341, MUSI 203, POLI 315, PSYC 313, SOCI 232, SOCI 361, SOCS 330, SOCS 310. ARC rep will confirm selected courses.
17	A	Fall 2006	A. Urbiel / E. Kaiden	SSHS	R	Topics in SS	EDUC 211 MEDU 211	Student Literacy Corps	ARC approved correction to add to Gen Ed category
18	F	Fall 2006	R. D'Angelo	SSHS / AIS	N	International Issues	SOSC 3XX MMET 3XX	Africa in Italian Colonial Culture	Approved as a first-time pilot course.
19	A	Fall 2006	K. Johnson	SSHS	R	International Issues	SOSC 202 MMET 202		Intro to African Studies
20	A	Fall 2006	K. Johnson	SSHS	R	Intercultural N.A.	SOSC 215 MMET 215		African Americans in Film
21	A	Fall 2006	K. Johnson	SSHS	R	Intercultural N.A.	HIST 324 MHST 347		The Age of Segregation

12	A	Fall 2006	K. Johnson	SSHS	R	Intercultural N.A.	HIST 325 MHST 353	The Black Power Years	
13	A	Fall 2006	K. Johnson	SSHS	R	International Issues	AMER 310 AAMR 310	U.S. Relations toward Africa and its Diaspora	
14	F	Spr 2006	A. Olbrecht	SB	N		ECON 3XX BECO 3XX	Economics of the Sports Industry	Exception to the moratorium. Approved as a first-time pilot course.
15	F	Fall 2006	D. Crawley	SSHS	N		PSYC 3XX	Data Analysis in Psychology	Approved as a first-time pilot course.
16	A	Fall 2006	R. Mentore	TAS	R	See notes & Comments	See notes & Comments		ARC approved the following: SMTH 105 (MATH 110) Precalculus II change course title to "Precalculus"; SMTH 106 (MATH 106) Introduction to Math Modeling add to Gen Ed category "Math with Reasoning."
7a	A	Fall 2006	P. Keeton	CA	R	See notes & Comments	See notes & Comments		ARC approved the following courses for the Gen Ed Intercultural NA category: COMM 351 CROSS-CULTURAL JOURNALISM; CNTP 348 LATINO IMAGES AND THE HOLLYWOOD PARADIGM; COMM 203 FILM REPRESENTATION: RACE, CLASS, GENDER; CNTP 347 AMERICAN INDEPENDENT CINEMA; CNTP 310 BLACK EXPERIENCE THROUGH THE MEDIA
7b	A	Fall 2006	P. Keeton	CA	R	See notes & Comments	See notes & Comments		ARC approved the following courses for the Gen Ed International Issues category: CNTP 327 GLOBAL/MULTICULTURAL MEDIA ISSUES; CNTP 363 MEDIA AND CULTURE: LATIN AMERICA; COMM 348 GLOBAL MEDIA/LOCAL CHANGE
8a	A	Fall 2006	B. Shamash	CA	R	See notes & Comments	See notes & Comments		ARC approved the following courses for the Gen Ed Topics in: Arts & Humanities category: THEA 232 HISTORY OF THEATER; THEA 233 DEVELOPMENT OF MODERN THEATER
8b	A	Fall 2006	B. Shamash	CA	R	See notes & Comments	See notes & Comments		ARC approved the following courses for the Intercultural North America category: THEA 328 CONT. WOMEN PLAYWRIGHTS; THEA 331 THEATER & SOCIETY I; THEA 334 THEATER & SOCIETY II; CNTP 210 BLACK EXPERIENCE THROUGH THEATER
19	A	Fall 2006	J. Teigen	ALS	N		POLI 3XX APOL 3XX	Political Behavior	Offered as APOL 390 Topics course in previous semester.
10	A	Fall 2006	J. Teigen	ALS	N		POLI 3XX APOL 3XX	Campaigns and Elections	Offered as APOL 390 Topics course in previous semester.

:C # 176-200 reported on ARC Report #26 to FA on 11/09/2005

11	A	Fall 2006	M. Kahn	SSHS	R	Intercultural N.A.	SOSC 209 MMET 209	Ideology and Film	ARC recommended either Topics in Social Science or Intercultural N.A. Gen Ed category.	
12	A	Fall 2006	Graduate Program Directors							After collegial discussions with the Graduate Program Directors, ARC drafted four proposed resolutions regarding Graduate Program Review and Recommendation and Graduate Course Review and Approval processes and procedures.

:C # 201-202 reported on ARC Report #27 to FA on 11/30/2005

13	A	Fall 2006	S. Mustafa	ALS	N		HIST 3XX	Military History: An Advanced Survey	
14	A	Spr 2006	S. Martin	ALS	R	World Cultures	ALNG 343	Hispanic Culture Through Artists	This course was previously processed as a First-Time (F) Pilot course. F --> P
15	A	Fall 2006	W. Wada	CA	N		(ARTS) CART 2XX	Color Theory	
16	A	Fall 2006	R. D'Angelo	SSHS	N	International Issues	SOCI? 3XX MMET 3XX	Africa in Italian Colonial Culture	See ARC# 188. Course request re-submitted and approved. ARC recommends course title be changed to "Italian Colonial Culture in Africa."
17	A	Spr 2007	E. C. Rainforth	TAS	N	Topics in: Science	BIOL / GEOL 2XX	Dinosaurs	To be cross-listed in Biology and Geology
18	A	Fall 2006	E. C. Rainforth	TAS	N		BIOL / GEOL 326	Paleontology	To be cross-listed in Biology and Geology; This course was previously processed as a First-Time (F) Pilot course (SENS 326).
19	A	Fall 2006	B. Shamash	CA	N	Topics in: Arts and Humanities	THEA 2XX CTHE 2XX	Theater Arts	Writing Intensive
0	F	Fall 2006	K. Finnegan	Athletics	N		COND 2XX	Golf II	Exception to the moratorium and deadline. One

credit course.

'C # 203-210 reported on ARC Report #28 to FA on 03/13/2006

1	F	Fall 2006	L. Cassidy	AIS	N	Topics in A&H	PHIL 2XX	World Wisdom Traditions	Exception to the moratorium and deadline. The course is a replacement for of APHL 101.
2	F	Fall 2006	E. Karlin	TAS	N	Science	ENSC 1XX	Introduction to Environmental Science	Exception to the moratorium and deadline. The course is a replacement for of APHL 101.
3	F	Fall 2006	R. Rabin / K. Finnegan	Athletics	N		COND 1XX	Cardio Jazz Dance	Exception to the moratorium and deadline. One credit course.
4	F	Fall 2006	E. Shannon	AIS / MALS	N		MALS 6XX	American Folk	Exception to the moratorium and deadline.
5	A	Fall 2006	K. Dolak R. Gangemi R. Sen	CA	N		COMM 204	Media Literacy	Exception to the moratorium and deadline.
6	A	Fall 2006	M. Bautis B. Blake E. Negron	CA	N		COMM 219	Idea Development	Exception to the moratorium and deadline.
7	A	Fall 2006	P. Keeton	CA	N	Topics in A&H WI	COMM 216	Media/Cinema Studies	Exception to the moratorium and deadline.
8	A	Fall 2006	R. Sen	CA	N	Intercultural NA WI	COMM 318	Campaign in Media and Film	Exception to the moratorium and deadline.
9	A	Fall 2006	K. Dolak	CA	N	Intercultural NA WI	COMM 3XX	The New TV Criticism	Exception to the moratorium and deadline.
10	A	Fall 2006	J. Lipkin	CA	R		COMM 202	Fund. Interactive Media	Exception to the moratorium and deadline. Course Title Change
11	A	Fall 2006	A. Perry	CA	R		CNTP 325	Media Sports and Society	Exception to the moratorium and deadline. Course Level Change from 400 to 300. CINT 432 to CNTP 325.
12	F	Fall 2006	W. Wada	CA	N		ARTS 2XX	Intro to Stop Motion Animation Techniques	Exception to the moratorium and deadline. Existing course: CART 290 Topics:
13	A	Fall 2006	W. Wada	CA	N		ARTS 3XX	Installation Art	Exception to the moratorium and deadline. Existing course: CART 390 Topics:
14	A	Fall 2006	W. Wada	CA	N		ARTS 4XX	Adv. Digital Print Portfolio	Exception to the moratorium and deadline. Existing course: CART 490 Topics:
15	A	Fall 2006	W. Wada	CA	N		ARTS 4XX	Documentary Media Arts Project	Exception to the moratorium and deadline.
16	A	Fall 2006	M. Davis	CA	N	Intercultural NA WI	ARHT 3XX	American Art and Visual Culture 1700-1900	Exception to the moratorium and deadline.
17	A	Fall 2006	M. Vail	CA	N		INTD 101 Section XXX	FYS: CA Interdisciplinary Seminar	Tentatively approved by ARC chair; subject to full approval by ARC. Approved by ARC on 5/3/02006
18	No Action	Su 2006	R. Bacon	TAS / MSET	N		SGET 6XX	Infection	Sent on to L. Padley. ARC will review graduate courses starting with courses proposed for Fall 2006 and later.
19	No Action	Su 2006	E. Horner	MSET	N		SGET 6XX	Instructional Web Design Advanced	Sent on to L. Padley. ARC will review graduate courses starting with courses proposed for Fall 2006 and later.
20	A	Fall 2006	B. Langer	TAS	R	Topics: Science			Tentatively approved by ARC chair; subject to full approval by ARC. Archive for that time (2007-2008) when a Topics: Science Gen Ed category can be reexamined with the view of assessing whether it can be mounted. . Include the following courses in Topics: Science 210 Dinosaurs ENST 223 Energy and Society HIST 396 History of Scientific Ideas SCIN 230 Computers and Society SCIN 235 Historical Trends in Nursing GEOL
21	A	Fall 2006	R. Mentore	TAS	N	FYS	INTD 101 Section XXX	FYS: Creative Exploration of Unsolved Problems in Science	
22	A	Fall 2006	E. Rainforth	TAS	N	FYS	INTD 101 Section XXX	FYS: Natural Disasters	
23	A	Fall 2006	R. Mentore / S. Tobaccowala	TAS	N	FYS	INTD 101 Section XXX	FYS: Communication Technology & Social Change	
24	A	Spr 2007	E. Rainforth	TAS	R		GEOL 105	Fundamentals of Geology	Course Title change from Fundamentals of Earth Science to Fundamentals of Geology
25	A	Spr 2007	R. Sproul	TAS	R	Topics: Social Science	INTD 210	Theory and Practice of Peer	General Education Category change from Human Condition to Topics: Social Science

								Facilitation	
16	A	Fall 2006	D. Crawley	SSHS	R	Topics: Intercultural N.A.	PSYC 231	Multicultural Psychology	Added course to General Education Category: Intercultural N.A. D. Crawley will submit course syllabus.
17	F	Spr 2007	E. Saiff	TAS / MALS	N		LIBS 6XX	Darwin & Divinity	MALS Graduate Program: First-time Pilot course
18	A	Fall 2006	S. Rubin	AIS	N	FYS	INTD 101 Section XXX		FYS: Reading the New York Times
19	A	Fall 2006	W. Wiener	TAS	N	FYS	INTD 101 Section XXX		FYS: The Birds and the Trees: Experiences in Field Ecology
20	A	Fall 2006	A. Stuart	TAS	N	FYS	INTD 101 Section XXX		FYS: Controversial Topics in Science
21	A	Spr 2007	M. Brandon / U. Schlicht	CA	N		MUSI 3XX		Musical Improvisation
22	A	Fall 2006	R. Mentore / C. O'Neill	FYS	N	FYS	INTD 101 Section XXX		Short Stories
23	A	Fall 2006	R. Mentore / R. D'Angelo	FYS	N	FYS	INTD 101 Section XXX		World Cultures from Women's Perspectives
24	A	Spr 2007	K. Fikentscher	CA	N		MUSI 2XX		History of Hip-Hop and Rap Music
25	A	Spr 2007	B. Blake	CA	N		COMM 305		Visual Identity

!C # 211-245 reported on ARC Report #29 to FA on 05/23/2006

NOTES:

These highlighted requests require immediate ARC action.

ARC Status: S = Submitted; A = Approved; F = Processed as First Time Pilot Course; P = Pending; W = Work In Progress; R = Returned

A First Time (Status Code = "F") Pilot course requires ARC approval before it can offered again.

Linda Padley (ACAF) will notify the ARC, the Convening Groups/Faculty Members of course status code changes from "F" to a "P". The ARC
p 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 Jackie Skryznski (ADV) of ARC action.

mpiled by: Stephen Klein

dated: 05/22/06