

**Ramapo College of New Jersey  
Academic Review Committee (ARC)**

Meeting Minutes of  
Wednesday, September 23, 2009  
9:30 A.M. – 11:30 A.M.  
ASB 230 & ASB 522

Members present: L. D'Antonio (TAS), Chair; M. E. Allison (CA); D. Crawley (SSHS); R. Dilly (LIB); V. Flenga (AIS); T. Burns (ASB), C. Brennan (Registrar, ex-officio); E. Rainforth (Office of the Provost, ex-officio member), J. Van Dyke (Adv. Rep., ex-officio).

- I. Met with Faculty Executive Committee. Discussion items.
  - A. A.C.P.P. (Academic/Curricular Program Proposals)
  - B. Four major policies that ARC is discussing and dates for completion.
    1. On-line Evaluations discussion.
      - a. Pilot program this Fall.
      - b. Hope to have discussion with FA in Spring 2010.
      - c. Hope to have implementation campus-wide in Fall 2010.
    2. On-line course policies discussion.
      - a. ARC is suggesting inclusion of convening group in approval policy.
      - b. Study on: "How effective are on-line courses?"
      - c. Guidelines?
    3. Academic Integrity policy discussion.
      - a. Plan to have to faculty to discuss, this semester.
      - b. In the process of reworking the policy statement.
      - c. Adjudication process.
      - d. Suggestion tiered policy: start with 1 person meeting with student  
Contested ones then go to committee.
    4. Graduate courses – in load discussion.
      - a. Have not discussed past the in-service discussion.
      - b. Information item:  
MBA—cannot teach courses out of load (accreditation policy).

10:30 ARC moved to ASB 522.

Minutes of 9/16/09 approved with revisions.

II. Decision Items.

- A. ARC #573  
INTL 382 Contemporary Middle East  
Hassan Nejad  
Title Change to Contemporary Middle East and North Africa  
Information Item--approved

B. ARC #574

SOCI 202 Social Class and Stratification

Martha Ecker

Title Change to Social Inequality

Approved.

Inclusion in GE—Intercultural North America

Approved.

C. ARC #575

ARC's involvement in prerequisites for courses:

Manual says all prerequisite changes need to be approved by ARC.

Proposal:

Continue with de-facto policy:

Prerequisite changes continue to go through the Dean.

Passed.

III. Discussion Items. No decisions made.

A. Continued to review the Academic Integrity Policy.

IV. Announcements.

ARC members go to Units and remind faculty to check prerequisites.

Meeting with Provost Beth Barnett has been rescheduled for Friday,

Meeting adjourned at 11:30.

Respectfully submitted,  
Mary Ellen Allison