

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

DRAFT

Meeting Minutes of
Wednesday, April 14, 2010
9:30 A.M.–11:30 A.M.
Registrar's Conference Room

Members present: L. D'Antonio (TAS), Chair; M.E. Allison (CA); D. Crawley (SSHS); R. Dilly (LIB); E. Haye (ASB); V. Flenga (AIS); C. Brennan (Registrar-ex-officio); E. Rainforth (Acting Vice-Provost, ex-officio).

Minutes of April 7, 2010 approved with revisions.

I. Discussion Items.

A. Guidelines of Topics courses.

1. Convening Groups should look at course descriptions of topics courses and determine if they need to be revised. Then it should go to the Dean.
2. If a topics course has been offered many times, think about making it into a regular course.

B. Discussion about end dating courses.

C. Minors as 5 or 6 courses.

ARC needs to review and present to FA.

D. On line faculty survey finalized.

ARC will have to discuss on line course policy in the fall.

E. Student On line evaluations will begin soon.

Students will have a video and information sent to them.

Teachers can play the video in class if they want.

ARC will have to discuss in the fall and decide whether to recommend for the full faculty.

II. Announcements

A. Larry met with Provost Beth Barnett.

ARC needs to look at the minors.

III. Decision Items.

A. ARC #633

INTL 382 Contemporary Middle East and North Africa

Hassan Nejad

Approved.

Respectfully submitted,
Mary Ellen Allison