

**RAMAPO COLLEGE OF NEW JERSEY
ACADEMIC REVIEW COMMITTEE (ARC)**

Meeting Minutes of
Wednesday, February 12, 2003
11:00 A.M. to 1:00 P.M.
SAB Sanyo Conference Room (A-224)

Members present: S. Klein (SAB), Chair; J. Wholley for S. Gorewitz (CA); R. Mentore (TAS); F. Shapiro-Skrobe (SSHS); I. Spar (AIS); M. Ecker (Office of the Provost, ex-officio member). Absent due to illness: E. Risch (LIB)

The meeting was called to order at 11:10 A.M. The minutes of 2/5/03 meeting were amended and accepted.

S. Klein made several announcements:

- New course proposals must be presented to ARC by our next meeting because of catalog deadline dates.
- The *Draft Strategic Plan*, dated November 2002, will be discussed by ARC at our next meeting.
- A decision on the Foreign Language Requirement Proposal will be postponed for one month pending further research and study.
- Draft working copies of the All-College Course Level Guidelines should be distributed to and discussed by all Schools.

The following issues/items were discussed:

- Membership of the Course Load Adjustment Ad Hoc Task Force
- Proposal for Spanish Language Studies Major
- Proposal for Foreign Language Requirement
- Status of the Minority Report for the proposals for a Spanish Language Studies Major and a Foreign Language Requirement, which had been submitted to ARC by a faculty member without Convening Group approval

The ARC decided on the following items:

- The ARC voted that Units should submit to the ARC all minority reports in writing prior to ARC deliberations.
- The ARC voted to reaffirm with minor modifications the Faculty Assembly's 1991 All College Course Level Guidelines.
- The ARC voted to extend the deadline for double counting designated 400-level disciplinary seminars as Senior Seminars to May 2004.

The meeting was adjourned at 1:05 P.M.

Respectfully submitted,

Ira Spar