

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

Meeting Minutes of
Wednesday, February 18, 2004
11:00 A.M. to 1:00 P.M.
SAB Sanyo Conference Room (A-224)

All members present: S. Klein (SAB), Chair; S Gorewitz (CA); R. Mentore (TAS); E. Risch (LIB); F. Shapiro-Skrobe (SSHS); I. Spar (AIS); M. Ecker (Office of the Provost, ex-officio member).

The meeting was convened at 11: 03 A.M. The minutes of the February 11, 2004 meeting were accepted with minor revisions.

ARC Announcements

S. Klein reported that all of the ARC produced reports are now available on the ARC website, which is linked from the Faculty Assembly home page.

ARC Discussion Items

We briefly discussed the idea of taking a more proactive role with the convening groups to upgrade existing syllabi and classes. No decision was reached.

F. Shapiro-Skrobe presented a revision to the *Policy and Procedures for Modifications to the Degree Requirements for Students with Documented Disabilities*. Discussion will continue at the next meeting.

S. Klein noted that the Ad Hoc Committee on Student Evaluations (AHSE) will be presenting at today's Faculty Assembly meeting, and that we had given our recommendation to the Faculty Assembly last year after AHSE's second presentation to ARC. We recommended that they reconvene and draft a form with both qualitative and quantitative questions.

ARC Decision Items

Course Requests

1. ARC Request #104 (P. Elovitz, AIS). **ZSRS 4XX Psychohistory and Society (4 credits)**. This new course request was approved.
2. ARC Request #105 (P. Elovitz, AIS). **AHST 269 Psychohistory (3 credits)**. This course request revision for a course level change from 200 to 300 was approved.

3. ARC Request # 118 (P. Scheckner, AIS). **ALIT 414 The Literature of War (4 credits)**. This course request revision for a course discipline change from ALIT to a Senior Seminar (ZSRS) was approved. We requested that the course syllabus be updated to conform to the *Academic & Curricular Guidelines Manual*.
4. ARC Request # 119 (R. Budin, CA). **CTHE 342 Producing The Play (4 credits)**. This course request revision for a course level change from 300 to 200 was approved.

The meeting was adjourned at 12:35 P.M.

Respectfully submitted,

Elaine Risch