

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

Meeting Minutes of  
Wednesday, March 5, 2003  
11:00 A.M. to 1:00 P.M.  
SAB Sanyo Conference Room (A-224)

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

The meeting was called to order at 11:05 A.M. The minutes of the February 26<sup>th</sup> meeting were revised and accepted.

S. Klein reported that he meets with Linda Padley for an hour every week before ARC meetings. She pointed out that there a problem with course title changes because some students register for the same course twice. E. Risch suggested that the former name of the course be added to the description. R. Mentore asked if a pop-up message could be used if a student tries to register for a course with the same number as one previously taken. L. Padley also asked that all courses conform to the student enrollment guidelines that require 200 level courses to have 35 seats and 300 level courses to have 30 seats.

**Course Request Actions:** Following is a list of the reviewed courses and a brief description of the action taken by the ARC:

1. **CINT 3XX American Independent Cinema, 3 credits** (R. Gangemi): The members of the ARC **processed** rather than approved this new course as a pilot course. It will have to be re-submitted to the ARC with a detailed course syllabus before it can be offered again. The ARC members questioned the course capacity numbers listed on the form. The faculty member will be asked to either conform to College course enrollment guidelines or present a rationale for the requested class sizes.
2. **CCOM 2XX Intercultural Communication, 3 credits** (R. Sen): The members of the ARC **processed** rather than approved this new course as a pilot course. It will have to be re-submitted to the ARC with a detailed course syllabus before it can be offered again. The ARC members questioned the course capacity numbers listed on the form. The faculty member will be asked to either conform to College course enrollment guidelines or present a rationale for the requested class sizes.
3. **MEDU 4XX Systems Thinking, 3 credits** (R. Langheim): was **approved for inclusion in the General Education category Nature, Systems, Math (old), Quantitative Literacy (new)**.
4. **MECO 246 Intermediate Macroeconomics, 3 credits** (P. McLewin): **Course description changes do not have to be processed by the ARC**. Copies of course description changes should be sent to the appropriate dean, convener, and Linda Padley, (ACAF). The ARC thanked Professor McLewin for his conscientiousness.

5. **AINS 204 Asians, 3 credits (S. Hangen): A course title change to “Peoples and Cultures of Asia”** for this course was **approved**. M. Ecker recommended that International Business faculty be notified about this course.
6. **Articulation Agreement with UMDNJ for a combined degree program, Biology and Physician Assistant:** The ARC **received as an information item** a new combined degree program for Biology Majors who take 3 years of courses at Ramapo College, a fourth year at UMDNJ to earn a B.S. degree in Biology from Ramapo College, and another two years of postgraduate study at UMDNJ for a M.S. in Physician Assistant conferred by UMDNJ. The ARC recommended that an ethics course be added to the list of requirements and that the General Education requirements reflect current course and category titles. The ARC also recommended a reconsideration of the curriculum sequence so that lower level courses are taken earlier in the program.
7. **Spanish Language Studies Major Proposal:** After formal meetings with Professor Vassiliki Flenga, the convener of Foreign Languages and others involved in developing the Spanish Language Studies Major; and after extensive deliberations leading to questions concerning resources, implementation plans, and contingencies based on various scenarios recently answered by Professor Flenga, the ARC **voted to recommend the approval of this new major**.
8. **All-College Foreign Language Requirement Proposal:** The ARC affirmed its support in principle for an all-college foreign language requirement. However, at the same time, the ARC recognizes that questions regarding resource issues need to be resolved. Further, the impact of such a requirement on the General Education Program needs to be analyzed in light of forthcoming General Education revisions. The ARC recommends that an all-college foreign language requirement be central to continuing revisions of the General Education Program and it also **recommends that individual convening groups and schools consider implementing a foreign language requirement for their respective programs**.
9. **Ad-hoc Committee on Student Evaluations Report:** The ARC recommends that the Ad-hoc Committee on Student Evaluations be reconvened to develop a revision of the current form that would include both quantitative and qualitative questions.

The meeting was adjourned at 1:00 P.M.

Respectfully submitted,

Shalom Gorewitz