

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

Meeting Minutes of  
Wednesday, April 6, 2005  
11:00 A.M. to 1:00 P.M.  
SAB Sanyo Conference Room (A-224)

ARC Members present: S. Klein (SAB), Chair; S. Kurzmann (LIB); J. Lipkin (CA); R. Mentore (TAS); F. Shapiro-Skrobe (SSHS); I. Spar (AIS); J. Skrzynski (Office of the Provost, ex-officio member)

The meeting was called to order at 11:05 A.M., at which time the minutes of the March 30<sup>th</sup> meeting were revised and approved.

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**Announcements (S. Klein)**

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S. Klein reported on the details of his meeting with Faculty Assembly President K. Fowler, including:

(1) the resolutions that ARC would be sending forward for the April 13<sup>th</sup> meeting of the Faculty Assembly;

(2) concern that the process for evaluating the deans had been postponed by Interim President S. Pfeiffer. ARC members felt strongly that this issue should be addressed at the Faculty Assembly meeting. J. Lipkin will contact C. Sherman, who had chaired the Deans' Evaluation Committee;

(3) the fact that he and L. Padley would be meeting with the deans on Thursday, April 8<sup>th</sup> at 10 a.m. regarding the procedures for transitioning courses to the proposed CLA General Education categories. At that time, L. Padley will give the deans tables to distribute to the convenors in their respective schools. The convenors will have a short period of time in which to either approve or change the categories to which courses will be assigned;

After F. Shapiro-Skrobe questioned why a course could not be in more than one General Education category, a brief discussion followed with no clear answer. J. Skrzynski will seek clarification from M. Ecker, Acting Provost and L. Padley, Director of Academic Operations.

ARC reviewed the three resolutions on changes to Latin Honors that we have forwarded to K. Fowler for a vote at next week's Faculty Assembly meeting.

**Discussion Items:**

**Repeat of Grade Policy:**

R. Mentore distributed a table detailing the Repeat of Grade policies at Ramapo and at the other COPLAC and New Jersey State Colleges and Universities. Questions concerning the number, type of, and grades of courses that could be repeated were discussed. ARC members felt strongly that Ramapo should have a simpler, uniform policy. R. Mentore agreed to write up a resolution and bring it to next week's meeting.

***Student Opinion of Teaching and Learning Form:***

S. Klein announced that the new *Student Opinion of Teaching and Learning* form, to be piloted this semester, will be presented to the Faculty Assembly as an information item. After carefully reviewing its format and questions, ARC members expressed concern about the form and several of the questions and recommended several changes. Discussion ensued as to whether we had the right or the obligation to make changes, and S. Klein agreed to seek further clarification from K. Fowler and others.

**Latin Honors:**

S. Klein distributed the data that we had requested from B. Varano on the number and classification of students, who would no longer be eligible for Latin Honors if the College raised the minimum cumulative grade point average for Latin Honors from 3.5 to 3.6. After examining and discussing the data, ARC members voted to continue the current policy.

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

Respectfully submitted,

Frances Shapiro-Skrobe