

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

Wednesday, April 19, 2006
11:00 A.M. to 1:00 P.M.
SAB Sanyo Conference Room (A-224)

Members present: J. Lipkin (CA), Acting Chair; S. Klein (ASB), R. Mentore (TAS); F. Shapiro-Skrobe (SSHS); I. Spar (AIS); M. Ecker (ex-officio member)
Excused absence: S. Kurzmann (LIB)

After the meeting was called to order at 11:00 A.M, the meeting minutes of April 5, 2006 were approved with minor revisions.

ARC Discussion Items

There was discussion of an email memo sent to ARC by A. Padovano, Director of the MALS Program regarding ARC's suggestion that the MALS "Certificate of Concentration," be reworded. The Committee decided to agenda a further discussion of the issue in the fall of 2006. Pending that discussion, the current certificate could be used in its present form.

ARC members discussed the administrative decision to allow students to take up to 18 credits per semester and the addition of one and two credit courses to the curriculum.

ARC discussed and approved the TAS request to add five currently offered courses to the General Education Program "Topics: Science" category.

ARC members reviewed and confirmed the ARC policy that Adjunct faculty may not propose new course offerings. All new courses must be submitted to ARC by full-time faculty.

ARC members discussed the results of the faculty survey completed by 12 of the 19 faculty who piloted the "Student Opinion of Teaching and Learning" survey form. ARC agreed with the faculty who responded, almost unanimously in the affirmative (10 True, 1 False, 1 No Response), to the question: "Overall, I find the feedback provided on the pilot survey more useful than the feedback provided on the existing evaluation form." (i.e., that the piloted form provides more information than does the current survey form).

ARC Decision Items

ARC members agreed that the "Student Opinion of Teaching and Learning" survey form should be implemented as an on-line survey using the Banner system. Development of the new format for the survey will begin in the fall semester. The Center for Computing and Information Systems (CCIS) and Institutional Research (IR) will be involved in the implementation phase.

Course Requests:

1. **ARC Request #231. INTD 101 *First-Year Seminar*** (R. Mentore). *Creative Exploration of Unsolved Problems in Science* - approved.
2. **ARC Request #232. INTD 101 *First-Year Seminar*** (E. Rainforth). *Natural Disasters: Or, How to Avoid Being Killed by Planet Earth* - approved with requested minor revisions.
2. **ARC Request #233. INTD 101 *First-Year Seminar*** (R. Mentore / S. Tobaccowala). *Communication Technology and Social Change* - approved with requested minor revisions.
3. **ARC Request #234. ENSC 103 *Fundamentals of Geology*** (E. Rainforth) - approved for course revision and title change from *Fundamentals of Earth Science* to *Fundamentals of Geology*.
4. **ARC Request #235. INTD 210 *Theory and Practice of Peer Facilitation*** (B. Sproul) - approved for change in General Education Program category from Human Condition to Topics: Social Science.

The meeting adjourned at 1:00 P.M.

Respectfully submitted,

Ira Spar