

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

Meeting Minutes of  
Wednesday, April 21, 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 called to order at 11:00 A.M.

The minutes of the April 14, 2004 ARC meeting were revised and approved.

S. Klein distributed a draft copy of *ARC Report #14 to the Faculty Assembly* for review and consideration by members of the ARC.

S. Klein distributed a revised meeting schedule with updated Faculty Assembly meeting dates.

**Announcements**

S. Klein announced that a member of ARC would be needed to serve on the All-College Planning Council. Members selected S. Klein to represent ARC.

S. Klein learned from an e-mail message from K. Fowler, Faculty Assembly President, that the Academic Affairs Subcommittee of the Board of Trustees (BOT) has approved the Courseload Adjustment (CLA) Committee Proposal. The proposal will be considered at the April 28, 2004 BOT meeting.

S. Klein announced that E. Saiff, Chair of the CLA Committee, requested recommendations on General Education from School Deans. S. Klein and M. Ecker will be present along with representatives of the Deans and K. Fowler at future CLA meetings.

S. Klein announced that the Academic Structure Exploratory Committee (ASEC) has placed its preliminary recommendations for discussion on the Faculty Assembly web page. ARC members were requested to read the recommendations.

S. Klein informed ARC members that a memorandum from Gail Brady, Chair of the Board of Trustees, was sent to School Deans requesting nominations for faculty members to serve on the presidential search committee.

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**ARC Discussion Items**

S. Klein distributed a document authored by A. Romano, Director of the Center for Academic Success, entitled *Writing Across the Curriculum (WAC) Report and Resolutions*. S. Klein instructed members of the ARC to prepare to discuss the document at the next ARC meeting.

ARC members engaged in a lengthy discussion on the General Education component of the curriculum. Each member of the ARC summarized the General Education programs of their assigned colleges and universities within the Council of Public Liberal Arts Colleges (COPLAC) and in the New Jersey State College system.

ARC members discussed the role of First Year Seminar (FYS) at Ramapo College. First Year Seminar was included in both the Deans' and the CLA Committee's General Education proposals; however, the role differed greatly in these proposals.

The meeting was adjourned at 1:00 PM.

Respectfully submitted,

Robert Mentore