

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

Meeting Minutes of
Wednesday, April 26, 2006
11 A.M. – 1 P.M.
ASB Sanyo Conference Room (A-224)

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

The meeting was called to order at 11:05 a.m. by Acting Chair, J. Lipkin. The minutes of the April 19, 2006 ARC meeting will be reviewed at the next meeting.

ARC Announcements

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J. Lipkin announced that during the time that ARC Chair S. Klein was empowered to review and tentatively approve course requests for Fall 2006, the following First-Year Seminar course for CA was approved pending review by ARC:

ARC Request #227. INTD 101 *First-Year Seminar* (M. Vail). *CA Interdisciplinary Seminar*. J. Lipkin will provide copies of this course proposal for final ARC review.

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ARC Discussion Items

- In response to an email received by S. Klein from D. Crawley regarding Multicultural Psychology, ARC members discussed several aspects of the General Education curriculum.
- Following a meeting with D. Echols Tobe, S. Klein requested that an ARC sub-committee develop Learning Goals and Objectives and Outcomes Assessment Statements.
- ARC members had an extensive discussion about the shape and content of graduate level courses. The Committee will request that the Graduate Program Directors provide content-based course level guidelines for the following graduate programs: Liberal Studies, Nursing, and Educational Technology.

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ARC Decision Items

- Following a discussion of the proposed certificate program at the Anisfield School of Business, ARC members agreed that the *Academic & Curricular Guidelines Manual* should include a section on certificate programs for degree and non-degree programs.

- ARC members would like each convening group to have a sample excellent syllabus to be shared with faculty members.
- The following course requests were reviewed:

ARC Request #236. PSYC 231 *Multicultural Psychology* (D. Crawley) was approved to be added to the General Education category Topics: Social Science.

ARC Request #237. LIBS 600 *Darwin and Divinity* (E. Saiff) was approved as a pilot first-time course with requested revisions.

ARC Request #238. INTD 101 *First-Year Seminar* (S. Rubin). *Reading "The New York Times"* was approved with requested revisions.

ARC Request #239. INTD 101 *First-Year Seminar* (E. Wiener). *The Birds and the Trees: Experiences in Field Ecology* was approved with requested revisions.

- The ARC will meet next Wednesday, May 3, 2006, at 10 a.m., possibly in the Library Conference Room (Room L-320), to accommodate the schedule necessitated by the inauguration of President Mercer.

The meeting was adjourned at 1:00 pm.

Respectfully submitted,

Susan Kurzmann