

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

Meeting Minutes of
Wednesday, May 14, 2003
11:00 A.M. – 1:00 P.M.
SAB Sanyo Conference Room (A-224)

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 10:30 A.M., at which time the minutes of the May 7, 2003 ARC meeting were reviewed and accepted with minor changes. The ARC expressed its condolences to S. Gorewitz upon the loss of his father.

Announcements:

S. Klein announced that the next ARC meeting will be held on Wed. May 21, 2003 from 10:00AM - 1:00PM in the Library Conference Room (320). The first hour will be a joint meeting with the Faculty Advisory Committee followed by the regular ARC meeting.

Future ARC meetings will be held on 6/4 and 6/11 from 10:00 AM-2:00 PM.

Fall semester meetings will be held on Wednesdays from 11 AM- 1:00 PM.

S. Klein requested that any changes to ARC Report Copy #7 to the Faculty Assembly be submitted to the chair.

Discussion Items:

Discussion of *Academic and Curricular Guidelines Manual*

Discussion of *Courseload Adjustment Task Force Final Report* with faculty responses. 1) Items highlighted in the discussion included: 1) Implications of the report for admission standards; 2) Impact on number of adjuncts to be required to meet curricular needs; 3) Impact on convenerships; 4) Impact on Professional Deans; 5) Impact on teacher certification requirements; 6) Impact on transfer credits; 7) Impact on curriculum; 8) Impact on certification requirements.

Also raised in discussion were issues regarding course loads, needs for better prepared students, and effect of courseload changes on tenure, retention, advisement, and scheduling.

Initial review and discussion of Deans' General Education Reform Proposal. S. Klein proposed that discussion continue at next meeting after ARC members further review the document.

Discussion ensued of issues to be faced by the new Provost.

Discussion of endorsement in principle of the *Courseload Adjustment Task Force Committee Final Report*, May 7, 2003.

Decision Items

Approval of Western Studies/World Studies revision to the Academic and Curricular Guidelines.

The meeting was adjourned at 12:30 PM.

Respectfully Submitted,

Ira Spar