

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

Meeting Minutes of
Wednesday, June 4, 2003
10:00 A.M. to 2:00 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 10:10 A.M. The minutes of the May 21st meeting were approved with minor changes.

S. Klein distributed the latest version of the Academic & Curricular Guidelines Manual with several highlighted revisions. The committee discussed and made recommendations on these revisions.

F. Shapiro-Skrobe announced that members of the School of Social Science and Human Services (SSHS) are studying the proposal and will present recommendations to the SSHS unit council in the early fall.

Committee members discussed the present state of the Writing Across the Curriculum (WAC) program. In these discussions, committee members noted that clear and effective guidelines that characterize Writing Intensive (WI) courses are not readily available. Committee members also expressed a need to have clear procedures for designating WI courses. Committee members felt that evaluation and assessment of the WAC program should be strengthened. Finally, committee members suggested that training be provided to faculty to help implement WI courses.

A. Romano, Director of the Center for Academic Success (CAS), met with the ARC to provide additional background and information on the WAC program. He distributed copies of WI course guidelines and discussed characteristics of the different courses in the program. In the ensuing discussion, the ARC members expressed the need to formalize the WI designation process and to add a line on the Course Request Form for the CAS director's signature of approval.

The committee considered three course requests:

- **SMTH 108, Elementary Probability and Statistics, 3 credits** (M. Goldberg-Rugalev): This course will be offered for the first time in Fall 2003. It was previously processed as a pilot course, but it has been re-submitted with a full syllabus for final approval. The members of the ARC **approved** this new course.
- **ALNG 3XX, Francophone Cultures, 3 credits** (V. Flenga): the members of the ARC **processed** this new course as a pilot course. It will have to be re-submitted to the ARC before it can be offered again.
- **CINT 3XX, History and Aesthetics of 20th Century Performance Art, 4 credits** (K. Rose):

the members of the ARC **processed** this new course as a pilot course. It will have to be re-submitted to the ARC before it can be offered again.

- **CINT 3XX, Performance Art, 4 credits** (K. Rose): the members of the ARC **processed** this new course as a pilot course. It will have to be re-submitted to the ARC before it can be offered again.

The committee considered a new Neuroscience major proposed by faculty members from the schools of Theoretical and Applied Science (TAS) and Social Science and Human Services (SSHS). Committee members discussed aspects of the proposal with respect to resource needs to support this new major. Committee members requested that statements of support from Deans Karlin (TAS) and Davis (SSHS) be submitted to the committee. Questions arose concerning the intended audience for this major and the expected career outcomes for graduates. Committee members requested that the faculty members proposing this new major consider the questions posed by the committee and obtain approval statements from both deans. The committee will provide a full consideration of this new major when it is resubmitted for approval.

In preparation for the June 11th meeting of the ARC, the committee discussed the report from the Ad-Hoc Committee on Student Evaluations. These discussions will continue at the next meeting when some of the Ad-Hoc committee members will address members of the ARC.

S. Klein tentatively scheduled the first Fall 2003 meeting of ARC on September 3, 2003.

The next meeting of the ARC will be on June 11, 2003 at 10:00 AM in the Library Conference Room (L-230).

The meeting was adjourned at 2:00 P.M.

Respectfully submitted,

Robert Mentore