

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

Meeting Minutes of  
Wednesday, June 9, 2004  
9:00 A.M. to 12:00 P.M.  
SAB Sanyo Conference Room (A-224)

Members present: S. Klein (SAB), Chair; R. Mentore (TAS); E. Risch (LIB); F. Shapiro-Skrobe (SSHS); I. Spar (AIS); M. Ecker (Office of the Provost, ex-officio member). Excused Absence: S Gorewitz (CA).

The meeting was called to order at 9:12 A.M.

The minutes of the May 12, 2004 and May 19, 2004 ARC meetings were revised and approved.

**ARC Discussion Items**

Members of the ARC discussed the latest version of the General Education/School Core model provided by the Courseload Adjustment Committee III (CLA III).

ARC members agreed that a statement should be included in the proposal that full-time faculty assume a significant presence in general education core courses.

Correction: The course title of AHST 111 is World Civilization II.

A category entitled Intercultural America was discussed. Some members felt that the subjects covered in this category should be infused throughout the general education curriculum. Some members felt that if it is retained, it should be limited to the U.S..

Several suggestions were provided by ARC members on the "Topics in ..." category.

- The phrase "address its subject matter in Historical context ..." should be replaced with "Courses in this category will explore a topic and focus on texts which demonstrate changes in thought over time."
- ARC members also recommended removal of the requirement that these courses address the international mission of the college.
- ARC members also recommended that the six information literacy goals be incorporated throughout the General Education curriculum, not just in the "Topics in ..." category, and that these goals be articulated in the introduction or preface to the description of the General Education Program.
- The word "interdisciplinary" should be replaced by "multidisciplinary" in the Topics in Science category.

ARC members voiced opposition to the description of the International Issues category because they felt that it suggested a biased political view. Some recommended that this category be eliminated altogether and the subject matter be infused throughout the curriculum. Others recommended that the

category be retained but broadened to include all courses that had a focus on a culture outside of the U.S.

The title College Seminar should be changed to First Year Seminar in recognition of the correct name of this course. ARC members believe that the course structure is problematic because it diminishes the stature of the course. Discussion included that concern that students will not take the course seriously because it is worth only half a unit and Faculty will not want to teach a course that does not fulfill a regular course load (the course meets for only 90 minutes a week). The course description suggests that the First Year Seminar course focus on “various cultural groups and traditions” rather than a broader array of subjects. This narrow scope limits faculty participation to those with this expertise.

The majority of the ARC members present suggested that the size of General Education be reduced to 8 courses from the current 10-course model.

### **ARC Decision Items**

#### **Course Requests:**

1. ARC Request #142 (F. Shapiro-Skrobe, SSHS). **ALIT 314 Grammar: Theory and Pedagogy (3 credits)**. The request to revise this AIS course by crosslisting it with SSHS’ Teacher Education curriculum and by eliminating its Writing-Intensive designation was approved. Minor revisions to the syllabus were also suggested.
2. ARC Request #143 (R. Langheim, SSHS). **MEDU 4XX Multimedia in the Classroom (3 credits)**. This new course request was sent back to the instructor because the course did not meet the requirements of a 400-level course according to the published guidelines in the *Academic & Curricular Course Guidelines Manual*. Specifically, no prerequisites were listed. The SSHS ARC representative will work with the faculty member to revise the syllabus.

The meeting was adjourned at 12:00 PM.

Respectfully submitted,

Robert Mentore