

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

Meeting Minutes of
Wednesday, October 9, 2002
4:30 to 5:30PM
SAB Sanyo Conference Room A-224

All members present: S. Klein, (SAB) Chair; S. Gorewitz (SCA), R. Mentore (TAS), E. Risch (Library), I. Spar (AIS), F. Shapiro-Skrobe (SSHS), M. Ecker (Office of the Provost, ex-officio member)

Ed Shannon and Rachel Budin, Co-Chairs of the former General Education Committee distributed a detailed memo concerning the status of the former General Education Committee. There are two courses submitted during Fall 2002 semester that require consideration. The General Education Committee website has an illustration of an outdated structure for the General Education Program. There was concern that the archive of already approved courses was difficult to access and that there was also a technical problem with updating the list. The General Education Committee had been developing a new submission form and a formal guideline for syllabi. Shannon also pointed out the misunderstanding concerning Global Studies status in the Program. Shannon's memo also provided a text from the Faculty Assembly website that defines the function and responsibilities of the General Education Committee. ARC thanked Shannon and Budin for their comprehensive report and agreed to meet again with them and previous conveners and/or members of the General Education Committee.

Faculty Assembly President Kay Fowler then provided a list of outstanding agenda items and discussed the process for bringing resolutions to the Faculty Assembly. Among the items to be considered are: the Student Evaluation review report recently completed by the Academic Committee; the development of an ARC website; the status of the task force on International Education; the report of the Study Abroad task force; the Provost's report on grading; the Honors Program task force; the Foreign Language requirement; minimum standards for syllabi; program assessment for the five-year academic review; the review of existing senior seminars and solicitation of new seminars; and the study of the impact of DBS' dissolution as a unit and its impact on general education.

There was a brief discussion about future meeting schedule for ARC.

Stephen Klein agreed to work with Stephen Schur on developing the ARC website.

Meeting adjourned at 5:30PM.

Respectfully submitted,

Shalom Gorewitz