

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

Meeting Minutes of
Wednesday, October 27, 2004
11:00 a.m. to 1:00 p.m.
Sanyo Room (A-224)

Members present: S. Klein (SAB), Chair; S. Kurzmann (LIB); J. Lipkin (CA)
Excused absence: R. Mentore (TAS); F. Shapiro-Skrobe (SSHS); I. Spar (AIS); J. Skrzynski (Office of the Provost, ex-officio member)

The meeting was called to order at 11:05 a.m. A quorum was not present; the decision was made to hold discussions but not vote.

The minutes of October 20, 2004 were reviewed and recommended for approval by the full ARC membership at the next meeting.

Announcements (S. Klein):

S. Klein reported that Faculty Assembly President K. Fowler concurs that the Faculty Assembly should either appoint a committee to review Faculty Development grants, or allow the existing Research Committee to review grant applications in the future.

J. Lipkin will discuss the Study Abroad International Business course with A. Perry.

S. Klein reported that CIRCUIT voted last week to maintain credit hours on student transcripts.

ARC Discussion Items:

Course Requests:

The ARC members reviewed the following three Study Abroad course syllabi for conformance to the Ramapo College Course Syllabus Guidelines. S. Klein will discuss details of these syllabi with H. Horowitz.

ARC Request #147 Study Abroad: **SENV 365 / AAMR 365 *The American Southwest*** – 3 credits (H. Horowitz, SSHS)

ARC Request #147 Study Abroad: **AAMR 320 *The Geography of the American West*** – 3 credits (H. Horowitz, SSHS)

ARC Request #147 Study Abroad: **SGEO 307 *National Parks and National Forests*** – 3 credits (H. Horowitz, SSHS)

The meeting was adjourned at 11:55 a.m.

Respectfully submitted,

Susan Kurzmann