

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

Meeting Minutes of  
Wednesday, November 3, 2004  
11:00 a.m. to 1:00 p.m.  
Sanyo Room (A-224)

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

S. Klein called the meeting to order at 11:07AM. The minutes of the October 13<sup>th</sup> and October 20<sup>th</sup> meetings were approved with minor revisions.

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**Announcements (S. Klein):**

S. Klein announced that the ARC had received a request from School of Social Science and Human Services (SSHS) to have the course *Student Literacy Corps* placed in the new General Education Program's "Values/Ethics" category. Since the "Values/Ethics" category is no longer in the General Education Program (i.e., it will be in the school core), the ARC referred the request back to the school for final determination.

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**ARC Discussion Items:**

**CIRCUIT** (Coordinating Implementation of Restructuring and Curriculum into Units Interim Taskforce)

S. Klein reported on the deliberations of CIRCUIT and distributed a draft copy of its forthcoming recommendations to the Faculty Assembly. After some discussion and clarification, the ARC members concurred with the report of CIRCUIT. S. Klein will communicate ARC's questions to CIRCUIT. Several CIRCUIT items will be referred to ARC for review.

**ARC Decision Items:**

**Study Abroad - Course Syllabi Review**

The ARC reviewed the following Study Abroad course syllabi for conformance to Ramapo College Course Syllabus Guidelines:

ARC Request #147 Study Abroad: **AAMR 320 *The Geography of the American West*** – 3 credits (H. Horowitz, TAS). The course syllabus was approved pending minor revisions.

ARC Request #147 Study Abroad: **SENV/AAMR 365 *The American Southwest*** – 3 credits (H. Horowitz, TAS). The course syllabus was approved pending minor revisions.

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

Horowitz, TAS). The course syllabus was approved pending minor revisions.

**Course Requests:**

ARC Request #160 **ALNG 331 *Latin America Culture and Society*** – 3 credits (I. Lopez, AIS). This previously processed pilot course was approved pending minor revisions.

The meeting was adjourned at 1:10 p.m.

Respectfully submitted,

Stephen Klein & Ira Spar