

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

Meeting Minutes of  
Wednesday, November 10, 2004  
11:00 A.M. to 1:00 P.M.  
SAB Sanyo Conference Room (A-224)

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

The meeting was called to order at 11:05 A.M. and the minutes of the November 3, 2004 ARC meeting were then accepted as amended.

**Discussion Items**

**ARC Report # 19 to the Faculty Assembly:**

We reviewed the items on this report and agreed to once again include the details of the new policy on exceptions to the moratorium on new courses. In addition, we agreed that this policy should be posted on the websites of both the Provost and the Faculty Assembly. ARC made minor changes to its FA Report #19, which will be presented at this afternoon's Faculty Assembly meeting.

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

After reviewing the information in the chart created by CIRCUIT, we agreed to deliberate on the items that CIRCUIT identified as appropriate for ARC review. ARC commended the CIRCUIT for its fine work.

**Announcement**

S. Klein related Acting Provost M. Ecker's request that ARC review all on-line courses. J. Lipkin will attend next week's TLTR meeting to discuss this issue with this group.

**Decision Items:**

ARC Request #161 **APOL 217: *Chinese Economy and Business*** -3 credits. (T. Gong, AIS): The request to change the title of this Study Abroad course to ***Chinese Economy in a Global Perspective*** was approved. Minor changes to the syllabus were also requested.

**CMUS 309: *Women, Music and Culture*** - 3 credits (R. Johnson, CA) The request for a change the title of this course to ***Music and Gender*** was tabled until we receive a course syllabus.

ARC reiterated its policy that all course requests be accompanied by an attached syllabus. We decided to add this information to our ARC Report #19.

**Discussion Item**

J. Skrzynski reported that two courses have the same title of *Existentialism*. However, they are not cross-listed courses. Instead, one is ALIT 315, a literature course that fulfills the General Education Values/Ethics category, while the other is APHL 210, a newly offered philosophy course, that does not. This has created confusion for students registered in the courses.

S. Klein agreed to inform the AIS Dean J. Mazza and the respective conveners and faculty of the problem and to seek a speedy solution.

The meeting was adjourned at 1:00 P.M.

Respectfully submitted,

Frances Shapiro-Skrobe