

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

Meeting Minutes of
Wednesday, November 12, 2003
11:00 A.M. to 1:00 P.M.
SAB Sanyo Conference Room (A-224)

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

The meeting convened at 11:00 AM. The minutes of October 29 and November 5, 2003 were accepted with minor revisions.

Discussion/Decision Items

ARC Report # 10 Review

The Committee reviewed the statement affirming the ARC's previous endorsement of a Unit Plan. It was noted that several units did not have formal votes concerning the CLA II proposal. The ARC also supports the principles of the flex unit with the understanding that the details need to be determined by an appropriate group in a collegial manner. ARC believes that the schedule should be discussed at a later time and that a vote on this section be tabled.

Other parts of the ARC Report # 10 to the Faculty Assembly were reviewed, revised, and approved.

Senior Seminar Proposal

S. Klein summarized the current crisis in which many graduating seniors have not been able to enroll in Senior Seminars for the Spring, 2004 semester. There are 100 less seats available in Spring, 04 than in Spring, 03. There are 50 business students and uncounted others in other schools who need new options in order to graduate. Copies of an email offering a possible solution by Dean Perry of SCA was distributed and discussed. L. Padley and others asked that ARC provide leadership in formulating an immediate solution that is limited to current situation.

ARC recommends that in order to address the current crises of closed sections in the Senior Seminar Program, that the Deans approve 300-and 400-level interdisciplinary or disciplinary courses as substitutes for Senior Seminars for the Spring 2004 semester for only those students graduating in Spring 2004 or for students who are student teaching the Fall of 2004. The ARC further recommends that an e-mail immediately be sent to students, faculty and Deans, and administrators in order to communicate these changes college-wide.

FAP and FAC Project Planning Schedule

The ARC reviewed K. Fowler's draft schedule and considered it acceptable.

Academic and Curricular Requests

1. ARC Request #89 (E. Sheygal, AIS) **ALIT 234: Russian Short Story (3 credits)**.

ARC voted to postpone approval pending the following changes: 1) the course should be resubmitted with current Course Request Form and should include signature of AIS curriculum committee chair. The ARC also expressed concerns about the incompleteness of the syllabus. I. Spar agreed to work with Professor Shegal to develop syllabus.

2. ARC Request #91 (I. Lopez, AIS) **ALNG 447: Readings in Spanish (3 credits)**

ARC voted to approve the course revision but the syllabus requires a statement of academic integrity.

2. ARC Request #95 (L. Cassidy, AIS) **APHL 328: Bioethics (3 credits)**

ARC voted to approve the course request was pending Dean Eric Karlin's signature.

3. ARC Request #96 (R. Sen, CA) **CCOM 234: Intercultural Communication (3 credits)**

ARC voted to approve with the course request with the following minor changes: 1) add number of credits and prerequisites on the syllabus, 2) change the word "Plagiarism" to "Academic Integrity", and 3) expand citations in bibliography.

4. ARC Request #97 (M. Vail Guevera, CA) **CTHE 115: Basic Acting for Non-Majors (3 credits)**

ARC voted to postpone approval of this course until the form has signatures from Dean of SSHS and Director of Teacher Education. The final section should be revised to reflect required language concerning Students with Disabilities and Academic Integrity.

Final Review of Report #10 with revisions.

Meeting adjourned at 1:00PM

Respectfully submitted,

Shalom Gorewitz