

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

Meeting Minutes of  
Wednesday, November 30, 2005  
11:00 A.M. to 1:00 P.M.  
SB Sanyo Conference Room (A-224)

ARC members present: S. Klein (SB), Chair; S. Kurzmann (LIB); J. Lipkin (CA); R. Mentore (TAS); F. Shapiro-Skrobe (SSHS); I. Spar (AIS); M. Ecker (Office of the Provost, ex-officio member)

After the meeting was called to order at 11:00 a.m., the minutes of the November 16, 2005 meeting were revised and approved.

**Announcements (S. Klein)**

- S. Klein reported on Provost Pfeiffer's email regarding the Writing Intensive Program. The ARC will consider appointing an ad hoc committee to work with Writing Center Director A. Romano.

The four (4) proposed resolutions for the review and approval process for undergraduate and graduate academic programs and courses will be discussed and voted on at this afternoon's Faculty Assembly meeting. The current "Program Proposal Review and Approval Process" in the *Academic & Curricular Guidelines Manual* will have to be revised following acceptance of (or the passing of) the resolutions.

**Discussion Items**

- **ARC Report #27 to the Faculty Assembly (FA):**

ARC members made minor revisions to the ARC Report #27 to the Faculty Assembly, which will be posted on the FA website.

**ARC Manual and Guidelines:**

S. Kurzmann, J. Lipkin, and F. Shapiro-Skrobe will meet next week to update the *ARC Manual and Guidelines for Courses and Programs* to meet the new CEP requirements.

- **Decision Items**

**ARC Request # 203:** HIST 3xx *Military History: An Advanced Survey* (S. Mustafa) was approved.

**ARC Request #204:** ALNG 343 *El español a través de las artes visuales* (S.H. Martin), previously processed as a first-time pilot course, was approved.

**ARC Request #205:** CART 2xx *Color Theory* (S. Ely; W. Wada) was approved with minor revisions.

The following course was reviewed and returned for clarification on prerequisites and cross-listing:  
MMET 3xx *Africa in Italian Colonial Culture* (R. D'Angelo).

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

Respectfully submitted,

Susan Kurzmann