

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

Meeting Minutes of  
Wednesday, December 18, 2002  
2:00 – 3:00 PM  
SAB Sanyo Conference Room (A-224)

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

The meeting was called to order at 2:05 P.M. and the minutes of the 12/4/02 ARC meeting were reviewed and approved.

**Announcements:**

1. S. Klein distributed copies of Provost Cody's policy statement for Cross School Teaching (dated 12/16/02), which has already been distributed to the academic deans.
2. S. Klein indicated that he had called SSHS Dean Henry Davis regarding cross-listing Prof. Niza Fabre's proposed course, "The African Presence in Contemporary Latin America", between SSHS' Africana Studies and AIS's Latin American Studies Programs. AIS Dean Jennefer Mazza has already given her approval for such a cross-listing.

**Items Discussed:**

1. As a point of information, S. Klein announced that Linda Padley had called regarding title changes for two CA courses: "Intro to Fine Arts – Music" was being renamed "Intro to Music", while "Intro to Fine Arts – Theater" was being renamed "Intro to Theater." These changes were initiated by petition from the convening groups themselves.
2. The Committee raised the issue of whether we should discuss and make recommendations regarding the proposed reduction and changes in the General Education Program. The Committee agreed to meet on Monday, January 27 at 10:00 AM and on Wednesday, January 29<sup>th</sup> at 10:00 AM to discuss Provost Cody's recommendations prior to the Faculty Assembly meeting scheduled for the afternoon of January 29<sup>th</sup> and to draft a position statement to present to the Faculty Assembly. (The meeting of the 29<sup>th</sup> was later changed to Tuesday, January 28<sup>th</sup> at 10:00 AM). We agreed to separate the General Education portion from the rest of Provost Cody's proposal. S. Klein requested that we carefully study the Provost's document prior to our meeting.
3. S. Klein asked for feedback regarding the proposed form for course requests as well as for guidelines for syllabi and course levels. These issues will be discussed at our next meeting on Monday, January 27<sup>th</sup> at 10:00 AM in the Sanyo Conference Room, A-224.

The meeting was adjourned at 3:00 PM.

Respectfully Submitted,

Frances Shapiro-Skrobe