

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

Meeting Minutes of
Wednesday, December 21, 2005
10:30 A.M. – 12:30 P.M.
Room (SC-225)

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

The meeting was called to order at 10:30 a.m. The minutes of the December 14th, 2005 ARC meeting were revised and approved.

Decision / Discussion Items

We continued revising the *Academic & Curricular Guidelines Manual* for Curriculum Enhancement Plan requirements.

We agreed that each ARC member would develop a sample CEP course syllabus. ARC would make them available for faculty use.

We agreed to meet in January and complete the revisions to the Manual.

The meeting was adjourned at 1:00 pm.

Respectfully submitted,

Stephen Klein