

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

Meeting Minutes of
Wednesday, September 27, 2006, meeting #120
11:30 A.M – 1:30 P.M.
Library Conference Room (L-320)

ARC Present: J. Lipkin (CA), Chair; D. Crawley (SSHS); L. D'Antonio (TAS); G. Gonpu (ASB); V. Flenga (AIS); S. Kurzmann (LIB); M. Ecker (Office of the Provost – ex-officio member).

The Minutes of September 21, 2006 were reviewed and approved with minor changes.

Announcements (J. Lipkin)

1. Minutes will be posted on the ARC web site soon; J. Lipkin and S. Schur, Director of Online Communications, are working on revisions to the web site.
2. The appropriate procedure for submitting the course *Telling Lives: African American History via Autobiography* for inclusion in the General Education category Intercultural North America, given that it was formerly a senior seminar, was discussed. K. Johnson will be asked to submit a full course request packet for this General Education request.
3. A written policy stating that students must have a 2.0 in a minor to graduate with that minor will be included in the next college catalog. This has been the policy, but was not in the catalog before.
4. L. Padley has access to courses offered in the past that are not currently being offered (and that are thus not available in Banner).
5. The Executive Council of the Faculty Assembly is gathering information from faculty about the proposed "Maymester".
6. J. Lipkin will meet with Provost Beth Barnett next week, and will schedule a meeting with the Faculty Assembly Executive Council soon.

Discussion and Decision Items

1. Revisions to ARC Bylaws continued.
2. The Course Proposal Request Form and the instructions for that form were reviewed. Further changes were made to ensure that the specific requirements that a new course fulfills will be identified on the form, and to eliminate references to cross-listed courses.
3. A set of overall common goals for General Education courses, based on the College's mission and standards as defined in the Middle States Characteristics of Excellence in Higher Education, will be created by ARC and by the Provost's Office in collaboration with the Greater Expectations team and the Executive Council of Faculty Assembly. These goals should be discussed by ARC reps at Unit Councils.

4. ARC reviewed and approved the following course request with minor revisions:

ARC Request # 279 Disability Studies (C. Komoroski-McCohnell; M. Fluhr, AIS)
New course. General Education category: Intercultural North America.
American Studies major requirement: “American Thought and Values.”

5. ARC reviewed, but did not vote on the following course requests from the Study Abroad Program to India, which were submitted for inclusion in the General Education program:

ARC Request # 280 Indian Life and Culture (T. Schroyer, SSHS)
General Education category: Topics in Social Science

ARC Request # 281 Development in India (T. Schroyer, SSHS)
General Education category: International Issues

ARC Request #282 Peace, Justice, and Social Movements (T. Schroyer, SSHS)
General Education category: International Issues

The meeting was adjourned at 1:30 pm.

Respectfully submitted,

Donna Crawley