

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

Meeting Minutes of
Wednesday, October 11th, 2006
11:30 A.M. – 1:30 P.M.
Library Conference Room (L-320)

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

The meeting was called to order at 11:30 a.m., and the minutes of the October 4, 2006 meeting were approved with minor revisions.

Announcements (J. Lipkin)

- ARC minutes have now been posted on the website.
- Director of the Office of Online Communication S. Schur is restructuring the ARC website.
- J. Lipkin met with S. Perry to schedule a meeting with the Greater Expectations Team.
- A committee to examine the General Education Program has been proposed by the Greater Expectations Team. ARC will request representation on this committee. J. Lipkin will meet with Provost B. Barnett, S. Perry and Faculty Assembly President E. Karlin at the end of October to discuss the formation of this committee.
- ARC members received the International Education Committee's newly drafted mission statement.
- Provost B. Barnett will be out next week. J. Lipkin will re-schedule his bi-monthly meeting with her.

ARC Discussion Items

- ARC members discussed attendance guidelines with respect to religious observances. M. Ecker will ask B. Trottere to locate a copy of the guidelines developed several years ago.

ARC Decision Items

- Statements included in syllabi regarding the requesting of accommodations for disabilities should not specify that such requests must be made within the first two weeks of the semester.
- The ARC Report for the October 18 Faculty Assembly Meeting was revised and approved.
- ARC members approved the revisions to the Bylaws, which will be presented to the Faculty Assembly for approval.
- The following courses for the Study Abroad in India Fireflies Semester Course were approved with minor revisions:

ARC Course Request #280

Course ID: SOCI 2xx Indian Life and Culture (T. Schroyer, SSHS)
General Education Category: Topics in Social Science
ARC suggested that this be designated a 200 level course

ARC Course Request #281

Course ID: SOCI 208 Development in India (T. Schroyer, SSHS)
General Education Category: International Issues

ARC Course Request #282

Course ID: SOCI 333 Peace, Justice and Social Movements (T. Schroyer, SSHS)

General Education Category: International Issues

The meeting was adjourned at 1:30 pm.

Respectfully submitted,

Susan Kurzmann