

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

Meeting Minutes of
Wednesday, February 21, 2007
11 A.M. – 1 P.M.
Library Conference Room (L-320)

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 1:00 PM

Announcements (J. Lipkin)

- J. Lipkin received a letter from the AIS Executive Committee, dated February 7, 2007, regarding the Course Syllabus Guidelines Checklist. J. Lipkin has asked for clarification and will schedule a meeting with the AIS Executive Committee to address these issues if necessary.
- Literature courses which had been included in the old General Education program may still be submitted for consideration for inclusion in the new General Education program under the pilot program: the convenor will submit course description, objectives, and rationale to the committee.
- The deadline has been extended to submit descriptions and objectives of courses previously included in General Education categories for inclusion in the current General categories.
- J. Lipkin met with Ramapo AFT President W. Hayes to discuss the implementation of the Student Opinion of Teaching and Learning. J. Lipkin will explore with Web Administrator S. Schur and S. Zhang (Institutional Research) the possibility of piloting the current form online.

Discussion Items:

- ARC would like to invite a Student Affairs representative to attend part of an ARC meeting once a month.
- The description of the 400 level courses in the Course Level Guidelines was reviewed and has been modified as follows:
Must require a major paper, project, or the equivalent which demonstrates an advanced academic level... (Current version: Must require a major paper or project which demonstrates an advanced academic level...)

Decision Items:

- The draft copy of *Ramapo College of New Jersey Education Abroad Program – Global Seminars – Policies and Procedures* (“The International Education

Handbook”) was reviewed. ARC members have no objections to the academic component of the document.

- **ARC Course Request # 309** Approved
Course ID: IBUS xxx Study Trip to China (H. Li)

General Education

- ARC members reported on various General Education programs at COPLAC and New Jersey institutions, focusing on how those programs address the following goals identified by ARC:
 - Interdisciplinary analysis
 - International perspectives
 - Intercultural understanding
 - Experiential learning
 - Critical thinking, reading, and writing
 - Oral communication skills
 - Information literacy
 - Math reasoning
 - Scientific reasoning
 - Technological competency
 - Civic engagement
 - Ethical and moral reasoning
 - Aesthetics
 - Historical literacy
- The General Education programs of Sonoma State University, College of Charleston, and William Paterson University will be reviewed next week

The meeting adjourned at 1 P.M.

Respectfully submitted,
Susan Kurzmann