

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

Meeting Minutes of Wednesday, March 28, 2007
11:00 A.M. – 1:00 P.M. SC 138

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)

- I. The minutes of the March 21, 2007 meeting were reviewed, revised, and approved.
- II. Announcements (J. Lipkin)
 - Ramapo study abroad programs must have ARC approval and approval by the International Education Committee before April 15 to run this summer. The International Education Committee will review programs first, and then ARC will review them. Preliminary program proposals, in which faculty request funds to put a program together, will be reviewed by International Education Committee only.
 - J. Lipkin met with J. Jeney regarding: a) the policy on faculty requiring texts that they have written; b) issues regarding the syllabus checklist; and c) privacy of the Student Opinion of Teaching and Learning
 - J. Lipkin will give Provost B. Barnett a draft of goals and objectives for the General Education Program on April 5th
 - Next week, ARC will review the First Year Seminar syllabi that were not formally approved last summer.
- III. ARC reviewed graduate course guidelines that had been sent to ARC by A. Cristini and A. Padavano. More detailed criteria for 500 and 600 level courses are needed, with input from K. Burke. J.Lipkin will request more information from the graduate program directors.
- IV. ARC discussed and revised the draft of goals and objectives for the General Education Program. J.Lipkin will contact the chairs of the committees on international education, intercultural education, interdisciplinary education, experiential education, and the American Democracy Project chairs for their input on general education objectives under the relevant goals. The History and Math convening groups will be consulted as well.

- V. ARC discussed the First Year Seminar goals and criteria for approving First Year Seminar courses. J. Lipkin will discuss these issues with Provost Barnett.

The meeting was adjourned at 1:00 P. M.

Respectfully submitted,
Donna Crawley