

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

Meeting Minutes of  
Wednesday, January 17, 2007  
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 11:35 a.m., and the minutes of the December 20, 2006 meeting were reviewed and approved with minor revision.

- E. Karlin, Faculty Assembly President, met with ARC and reviewed the approval process for changing the Physics Major to an Engineering Physics major. There is a question about how the proposal is to be brought to the Faculty Assembly. J. Lipkin will discuss this issue with the provost.
  
- **ARC Discussion Items**  
The committee discussed the ARC Bylaws.
  
- **ARC Decision Items**
  - A. To assist in calendar coordination, the deadlines for course proposals should be consistent with course scheduling.
  - B. The proposal for a Minor in Information Systems should come to ARC as a complete program proposal.
  - C. The Cahill Center request to change the name of coops to internships was tabled.
  - D. The ARC members reviewed the following “future items” to be discussed over the course of the spring semester:
    - Student Opinion of Teaching and Learning
    - Graduate course request process
    - General Education
    - Capstone courses and Writing Intensive Program
    - Cross-listing policy
    - 500/600 course level guidelines
    - Approval of Summer course requests

The meeting was adjourned at 1:10 P. M.

Respectfully submitted,  
Susan Kurzmann