**ARC Year-End Report, May 2013**

**I. Membership**

The following were the members of ARC for 2012-2013:

Emma Rainforth TAS (Chair)

Yuan Gao ASB

Renata Gangemi CA

Marcia Sexton LIB

Sam Mustafa SSAIS

Ashwani Vasishth SSHS

Cynthia Brennan Registrar, ex-officio

Eric Daffron Vice-Provost, ex-officio

Michelle Johnson CAAFYE, ex-officio (Fall)

Carla Kozen CAAFYE, ex-officio (Spring)

Renata and Ashwani have completed a two-year term and their units will be electing new reps for 2013-2015.

The ARC thanks Cynthia Brennan for her tenure on ARC and wishes her well in her retirement.

**II. Course and Program Requests**

A total of 165 requests were received:

* 15 program requests (revisions, certificate programs, joint program with Caldwell College);
* 27 resubmissions of courses previously approved as pilots (SUST, NURS, MBAD);
* 29 New courses (including one for Gen Ed and one WI);
* 95 Course Revisions (including two for Gen Ed, 49 for WI, and 1 request to remove WI)

At WAC’s request, the deadline for WI course requests was extended to 3/15. Most WI courses were received by this date and were updated for the Fall 2013 catalog. ASB courses were received in late April, after students had registered, and could not be updated for Fall 2013.

**III. Revision to the Course Catalog description for the generic “Topics” courses** (typically 290, 390)

**IV. Academic Affairs Policies/Procedures – drafted by ARC**

These are items that ARC sent to Provost’s Council for review/approval by Academic Affairs.

* Integrity of Academic Programs (i.e. size of majors/minors, definition of concentrations/tracks) *(charged by Provost)*

**V. Academic Affairs Policies/Procedures – responded to by ARC**

These items came to ARC for feedback/review, via Provost’s Council and/or Graduate Council.

* Developmental math / reading / writing sequencing
* Lifetime limit of number of IS credits
* Academic Integrity procedure
* RF policy/procedure

**VI. ARC Manuals**

* Updated the ARC Academic and Curricular Guidelines Manual (aka ‘ARC Manual’) for Fall 2013
* Updated the Online Education manual for Fall 2013.

**VII. Other FA committees**

* ARC met each semester with the chairs of GECCo and WAC.
* ARC met with FAEC periodically (and the ARC chair met with FAEC weekly)

Full details of ARC’s activities can be obtained from the Minutes of the weekly meetings, and the ARC Activity Log.