**ARC report – Faculty Assembly 09/24/2014**

**I. ARC membership**

The following are the members of ARC for 2014-15:

Thierry Rakotobe-Joel ASB (Chair)

Steve Anderson TAS

Ruma Sen CA

Madel Tisi LIB

Sam Mustafa SSAIS

Joseph Cataliotti SSHGS

Michele Dunn Registrar, ex-officio

Eric Daffron Vice-Provost, ex-officio

Michelle Johnson CAAFYE, ex-officio

Steve and Madel are beginning their 2-year terms; ASB, SSAIS, and SSHGS will elect new reps for 2015-16 in the Spring semester.

**II. Summary of Current Activities**

Course requests. To date (9/18/2014), 15 requests have been received (since last May). We are expecting for more submissions by 10/15/2014. It will take us until the end of semester to review all of these courses. All course requests that were received to date have been completed.

**III. Announcements / Reminders**

Requests for new courses, or course revisions, program revisions, are due no later than Oct. 15th. However, please submit to your unit ARC rep as soon as possible, so that if there are items that need to be addressed, it can be processed in a timely manner (it typically takes us the rest of the semester to get through all the requests). Requests for *New* Programs can be submitted any time, because they typically require external review.

Please note that the following items need to be approved by ARC, as explained in ARC manual (p.13):

1. New courses and major revisions (e.g. change in course level, course discipline, significant content or title change) need to be reviewed by ARC as voting items
2. Minor revisions (WI designation, minor title changes, etc.) are sent as information items only
3. changes in pre-requisites, course numbers with no change in course level, and minor course description changes require the approval of the appropriate Dean(s) but do not require ARC review.
4. Please note that, as announced in Fall 2013, this year the ARC will not be accepting course requests for the current version of General Education.

Respectfully submitted by Thierry Rakotobe-Joel (ASB), ARC Chair.

9/18/2014