

ARC Retreat Minutes

April 25, 2008

Present: will, Dan, John, Michelle, Elizabeth, Fei, Wesley, Kurt

1. Teaching Awards
 - a. Teaching Awards recipients have been decided
 - b. Plaques are estimated to cost \$60 each
 - i. If we have to, we'll pay this, but check with Caleb/Csilla about the cost in the past. (Elizabeth)
 - c. Teaching Awards dinner will be on May 21 in the Avery library
2. Advisors
 - a. Idea out of Blacker SEC discussion – “speed dating”
 - i. Groups of frosh go around meeting each advisor for a couple of minutes
 - b. Limits on choosing advisor – everyone can't pick the same advisor
 - c. Advisors should at least have training about what is expected of them
3. Ch/ChE TQFR
 - a. Talk to Rick Flagan about incorporating into TQFR
 - b. Ch/ChE has not switched because they feel that they get more responses by paper. Also, they would like the comments to be linked with the quantitative feedback (teaching quality, enthusiasm, etc. checkboxes)
4. C4
 - a. Already existing Chemistry equivalent to BUSAC
 - b. Student run
 - c. Wesley will look into it
5. Ch 3x
 - a. Alternative to Ch 3a proposed for next term
 - b. Meant to include labs that would be interesting to non-chemistry majors
 - c. Limited enrollment by lottery
6. Ch 3b
 - a. Currently giving preference to ChE and offered spring term
 - b. Has been an issue in the past for premeds who would like to take it
7. Frosh Placement Tests for Chemistry
 - a. Chemistry department is currently rethinking placement system
 - b. Considering allowing Ch 21a to replace Ch 1a
 - c. Ch 21a may be unreasonable for freshman without quantum to take
8. Certain classes currently conflict with dinner (5:30 – 7 PM)
9. Reminder about the SCAC meeting on April 28 (Dan)
10. Course Feedback: Ec 11
 - a. Quizzes and homework are returned in the mail which can be slow

- b. Current course policy says that TAs cannot be e-mailed outside of office hours
- 11. Course Feedback: Bi 9
 - a. No comments for grading of the first set, however solutions were released
 - b. Students are let out of class late and the menu classes afterwards are noticing
 - c. Most recent set came out Monday and is due Friday, however this seems to be a one time occurrence
- 12. Course Feedback: Ma 1c (prac)
 - a. Prac is due at noon while Anal is due at 2 PM
 - b. For both Ma 1 classes, sets are due on Friday and people would prefer having them due on Monday despite the fact that Bi 1 is also due on Monday
- 13. Course Feedback: Bi 1
 - a. TAs are required to go through a certain set of slides
 - b. Sets are pointless and not constructive to learning
 - c. Methods used to encourage class attendance are too forceful
 - d. Feedback will be brought up at the SCAC meeting
- 14. Student Faculty Lunches (Kurt)
 - a. Considering moving to a different house for the next one, most likely a North House
 - b. Michelle will help out on the next one on May 14
- 15. Avery Lecture Series
 - a. An idea that came out of the Avery SEC discussion was to hold a series of talks by faculty meant to be readily accessible by anyone
 - b. These talks are meant to create interest in science
 - c. Students from Avery are putting in a MHF proposal
- 16. Pass on message about inviting alums to dinner to House presidents (Everyone)
- 17. ARC Committee Appointments
 - a. APC (Academic Policies Committee)
 - b. Curriculum
 - i. Reviews petitions for satisfying graduation requirements
 - ii. Reviews self designed options
 - c. Core Curriculum
 - i. Core issues (i.e. pass/fail option for Bi 1, Ph 8 – prac phys lab)
 - d. CUE (Council on Undergraduate Education)
 - i. Made up of heads of other committees
 - ii. Cue.caltech.edu
 - e. REGIS
 - i. Dan will look into whether this is still active
 - f. Library
 - g. Housner
 - h. Educational Outreach and Study Abroad (previously appointed by the ARC) are now being appointed by the BoD
 - i. The IHC is keeping UASH appointments
 - j. Sign-ups for committees should go up this weekend (John)

18. Core Re-evaluation

- a. Judy Campbell is still selecting people for the committee

19. CUE wants a presentation from ARC on what's going on

- a. will is also meeting with Melany once a week

20. Moodle

- a. Class management system being used in some CS classes
- b. Meant to deal with things such as class websites, feedback, etc.