

ARC Meeting Minutes

February 12, 2009, 12-1pm

Olive Walk

Present: Andrey, John, Will, Michelle, Vivek, Kurt, Keishav

Not Present: Elizabeth, Dan, Pradeep, Fei, Wesley, Ila

1. Usual Stuff

- a. Course feedback
 - i. EE 151 was brought up as being a difficult class, and the professor has created a second midterm because the results on the first one were dismal. We decided not to do anything now except recommend that the EE SFC committee take a look at this.
 - ii. [John](#) will revise the email to the Math Department and send it out ASAP.
- b. Committee updates
 - i. Andrey published the updates and they were sent out in the last week.
 - ii. Some reps aren't attending the committee meetings, we will recall them and appoint new ones in their stead.
 - iii. The Vice-President of Academic Affairs (ARC Chair) should be the ASCIT BoD's second representative to attend meetings of the Faculty Board.
 - iv. We've received some emails from people interested in serving on the Educational Technology Committee. Their statements will be forwarded around and we'll pick a representative.
- c. We will meet with the Deans on Core for lunch on Feb 26, 2009. People should be getting feedback on their classes! There might be an issue with new reps attending. We will find out about this ([Andrey](#)).

2. Looking Forward

- a. UROH
 - i. We need to get more postings. Tell professors about it when you can. JPL people can also make postings.
- b. Student-Taught Courses
 - i. We've found a Linux instructor (maybe).
- c. Student-Faculty Lunches
 - i. Caltech Catering is no more. We'll have to get OC catering for future events. Next lunch likely to be held in Avery.
- d. UASH Guide
 - i. Check over at the next UASH meeting ([Wesley](#)).
- e. Pizza Classes/Frosh Labs/Seminars
 - i. We shouted out a bunch of these, they will be compiled and emailed out for further suggestions ([John](#)).

f. SFC

i. Surveys

1. Password to read surveys was wrong. [Will](#) will send out a correction.
2. We need to compile an additional survey(not necessarily SFC-related). It should include:
 - a. Questions about P-F for only Core classes during first two terms, etc.
 - b. Video recording of classes.
 - c. Classes that had sets and midterms at the same time.

ii. Logistics

1. Emails found for A/V setup. Find out who we need to talk to and then talk to them about what needs to be done ([Fei/John](#)).
2. T-shirts
 - a. Find out from Parvathy details about last year's SEC shirts ([John](#)).
 - b. Draw up a design from an idea, for next week ([Will](#)).
 - c. Caltech Y might be able to help us with screening these cheaply?
3. Publicity
 - a. Emails periodically, flyers a week before, Wesley will write a Tech article
 - b. [Dan](#) should send [Michelle](#) the flier design from 2007/2008, also look in the minutes to see how many we made (we made too many in the past).
4. Committee chairs should start reserving rooms.
5. Without Caltech catering, how will we get food? Check with the MOSH? ([Pradeep/Kurt](#))

g. Major Wikis

- i. Topic postponed until next meeting.