



Attending: Keshav, Margaret, Swati, Andrey, Karthik, Fei, Jordan, Joy, Wesley

1. SFC
 - (a) [Keshav](#) will write up the paper comments received at SFC and email them to the ARC list
 - (b) [Everyone](#) will work with their house presidents to hold a house followup discussion on SFC
2. List of Frosh Labs
 - [Kurt](#) will finish writing this up and email ARC list
3. ARC Rep Guide
 - (a) [Riley](#) is working on this and will email it to the ARC list soon
 - (b) [Karthik](#) is still working on wikification, should be done soon
4. Course and option wikis
 - (a) These are not ready to be publicized
 - (b) [Everyone](#) should talk to option mentors and other informed people to have them update the wikis
5. Course comments
 - (a) Ge 1
 - Upon investigation, concerns do not seem widely spread
 - ARC will not take action at this time
 - (b) Bi 10
 - [Joy](#) will email the professor about posting prelabs further in advance
 - (c) Bi 1x
 - [Wesley](#) will investigate further
 - (d) CNS 120
 - [Vivek](#) will follow up at the next ARC meeting
 - (e) Bi 1
 - The TAs will modify the last few sets to avoid overly long problems
 - We should look through past comments to make sure we're consistent
 - (f) List of problem classes
 - [Keshav](#) and [Margaret](#) will send the list to the ARC list
6. ARC Rep Responsibilities
 - (a) ARC reps should be available for course comments
 - Email
 - Dinner announcements
 - House meetings
 - Office hours
 - Frosh camp
7. Feedback mechanisms
 - (a) Need a sample feedback survey
 - (b) [Andrey](#) will obtain one from Prof. Murray and email it to the ARC list
8. TQFR and CLUE

- (a) Only the GPS chair has responded so far
 - ARC can have old GPS information
 - GPS is transitioning from TQFR back to paper surveys
- 9. ASCIT Teaching Awards
 - (a) Nominations have been posted
 - (b) We will recognize professors nominated in addition to those who end up winning
- 10. Core P/F
 - (a) [Swati](#) has finished having meetings with the Houses and will compile comments for the CCSC
 - (b) There will not be another survey
- 11. Deans meeting
 - (a) We need to collect feedback on all core classes for the meeting
 - (b) ARC reps will make surveys contact head TAs to distribute survey links
 - [Joy](#) will do Ma 1 analytic/practical
 - [Jordan](#) will do Bi 1
 - [Fei](#) will do Ph 1c analytic
 - [Margaret](#) will do Ph 1c practical
 - [Wesley](#) will do Bi 9
 - [Keshav](#) will do Bi 10
 - [Margaret](#) will do Ph 8
 - [Brian](#) will do frosh hums
 - [Riley](#) will do Bi 1x
 - [Karthik](#) will do menu courses