

VOLUME 11, ISSUE 1

FEBRUARY 2008

RCS Chronicles

THE UNIVERSITY OF ARIZONA

Inside this issue:

<i>081 Opening</i>	1
<i>Fall Semester</i>	1
<i>Screen 1.31</i>	2
<i>RCS Callback Policy</i>	2
<i>Wireless Coverage</i>	2

RCS STAFF:

Fernando Chavez—

Assistant Registrar, Courses and Scheduling

Richard Mathews—

Office Automation Specialist, Sr.

Marilyn Nichols—

Office Specialist, Sr.

Christina Klinger—

Office Specialist, Sr.

Abigail Sorg—

Office Specialist, Sr.

STAFF ASSISTANTS:

Keri Ossanna

Erin Daly

Gisell Espinoza

Estrella Guillen

Melissa Watkins

Jasmine Cheatham

Amber Hruska

Margeaux Krieger

Kara Higa

Danielle Rodriguez

Arlene Rodriguez

Chris Ryan

Mary Garcia

Denielle Swartz

Arthea Hummingbird

081 Opening

Spring semester has been underway for about a month now and we are proud to say that the opening was very smooth.

RCS has been handling many Course Add, Change and Cancel requests, and in most cases we have been able to process these requests within 24 hours.

We would like to thank everyone for making this semester opening a success- checking room assignments before the beginning of the semester and requesting changes early helps things run smoothly during the first few weeks.



Fall Semester



Greenbars for the Fall 2008 (084) semester were due January 9th, and we would like to thank all those who worked hard to get them in on time. We are currently getting the 084 Schedule of Classes ready to publish.

If you still have changes to make to the 084 Schedule of Classes, you can do so by submitting Course Add, Change or Cancel forms online at:

www.registrar.arizona.edu/rcs/forms/default.htm

Remember, the sooner you submit your forms to RCS the sooner your changes will appear in the Schedule of Classes. Changes made through online forms are not guaranteed to be made before the Schedule of Classes goes live for 084, but we will do our best to keep the information as up to date as possible.

Callback Policy

As we continue to work on settling courses and events into appropriate rooms for the semester, please keep in mind that rooms with technology are in high demand.



If RCS offers you a room in response to a Course Change request or an Event request and you cannot accept or decline the room right away, we will keep your request on active status for 48 hours.

Although the request will be active, RCS may offer the room to multiple departments; the room will be assigned to whichever department accepts the room first.

If you have not called RCS back to accept or decline after 48 hours, we will assume that the room is no longer wanted and you will need to submit a new request for any room changes.

Thank you for your cooperation and understanding— this policy will help us get courses off waiting lists and into classrooms as quickly as possible.

PAGE 2

Wireless On Campus

A reminder for professors and TAs teaching courses in centrally scheduled classrooms: many buildings on campus have wireless internet coverage. A map showing which buildings on campus are covered by UAWiFi can be found on the UITS website:



<https://www.sirt.arizona.edu/wireless/cca/coverage.html>

Screen 131 Training

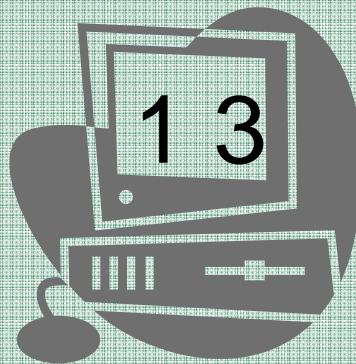
Need training or a refresher course on Screen 131?

Our next training sessions will be:

Friday February 22 at 10:00 am

Thursday March 6 at 2:00 pm

Friday March 28 at 10:00 am



Call RCS at 621-3313 to sign up!

Room and Course Scheduling

Modern Languages 347

Phone: 520-621-3313

Fax: 520-626-9301

E-mail: rcschedule@listserv.arizona.edu