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RCS Staff:

Fernando Chavez—

*Assistant Registrar,
Courses & Scheduling*

Abigail Sorg—

*Program Coordinator Sr.
Course Approval*

Denielle Swartz—

Database Specialist

Rebecca Drake—

Office Specialist Sr.

Osvaldo Macias—

Office Specialist Sr.

Staff Assistants:

Alexis Cibrian

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Elisa Jauregui

Fabian Sandez

Aaron Valdez

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RCS Staff update

If you'll notice to the left under "RCS Staff", there have been some changes and one addition to the RCS staff. We are all sad to see Sandy retire, but she took Abbie under her wing and taught her everything there is to know about the Course Catalog. If you have any questions about the Course Catalog feel free to speak with Abbie. Denielle will now be taking over Abbie's former duties and the new staff addition to the RCS team, Osvaldo, will be taking over Denielle's former duties. These changes and the reshuffling of duties shouldn't cause any disruption of service. We expect the transition into our new roles to be seamless.



Optional Components for 2141:

If you have courses where you're offering multiple components and you want students to have a choice as to whether or not to register for one or more of the components, please send us an email at rcschedule@list.arizona.edu to let us know which component(s) should be optional.

Changing instructors:

If you want to add or change an instructor to your Schedule of Classes you have access to do it through Maintain Schedule of Classes or Schedule Class Meetings, if the section is combined. It is no longer necessary to submit an online form for instructor name changes.

Rooms Getting Upgraded

Room Upgrades

Good news: 36 of our centrally-scheduled classrooms are getting AV equipment upgrades and will be ready by the Fall semester! These 36 centrally-scheduled classrooms will have similar equipment setup as the other centrally-scheduled rooms with technology. More information on the specific features is forthcoming. Included below is a list of the centrally-scheduled classrooms that will be upgraded.

ARCH	204C and 302A
COMM	113 and 311
ECE	258
EDUC	310, 316, 318, 320, 441A
ENGR	304, 307, 308, 311
GITT	201, 203, 205, 207
HARV	452
MLNG	213 and 313
PAS	304, 312, 314, 316, 318, 404, 412, 414, 416, 418
SAGHA	223
SHANTZ	242W and 247
S SCI	136 and 411

Fall 2013 is just around the corner

With the start of the Fall 2013 semester quickly approaching, now would be the perfect time to review all your sections. Please notify your faculty of their assigned rooms and if any changes need to be made make sure you submit those changes to our office as soon as possible. We have a small number of requests for Fall 2013 at the moment, so the sooner you submit those requests the sooner they will be processed and the sooner that you will get the room that you desire. We encourage you not to wait until the first week of the semester to submit your changes. If you plan on cancelling sections, please submit cancel forms as soon as possible so that more rooms can be made available to others needing a room.

The First Annual RCS Potluck

Eat, share, and mingle with RCS and your fellow department representatives at our First Annual RCS Potluck. This is the perfect opportunity for you to get to know other department reps and RCS staff. The potluck will be on July 25th from 11:30 a.m. to 1:00 p.m. in Modern Languages 347. Please bring an item to share!

