Proposed handbook language for ARC
4/8/22

Current ARC Committee: Reed Sheard, Jana Mayfield Mullen, Patti Hunter, Mitchell Thomas (chair), Carmel Saad, Sarah Skripsky, Mark Nelson

Academic Resources Committee

The Academic Resources Committee (ARC) is concerned with reviewing, recommending and implementing resources suitable for faculty and student use in the classroom, the library, and in the area of information technology. Additionally, the ARC reviews and makes recommendations to the College regarding budget allocation and prioritization of instructional resources.

a)   Membership:

1)   Provost or representative (*ex-officio*)

2)   Director of Library & Information Services or representative (*ex-officio*)

3)   Chief Information Officer or representative (*ex-officio*)

4)   Three faculty, preferably one from each division, one elected annually to a three-year term

5)   One student appointed by W.C.S.A.

6)   On an ad hoc basis, such members of the library and information technology faculty or staff who may be required for a specific purpose, who will have voice without vote

b)   Officers: The chair will be elected from among the faculty members and shall appoint the secretary

c)   Reports to:

1)   In matters regarding policy that affect instruction, the ARC reports to the Provost.

2)   In matters regarding acquisition and implementation of technology, the ARC makes recommendations to the Chief Information Officer and reports to the Provost.

d)   <u>Purposes</u>:

1)   To assist the Chief Information Officer in determining what new technologies and products are appropriate for Westmont College, and which should be evaluated for instructional use.

2)   To propose the acquisition and implementation of new instructional resources.

3)   To advocate for and recommend policy relating to technology issues that affect faculty and students.

5)   To assist the Director of Library & Information Services in library-related matters that affect faculty and students, including collection development, building-related matters, staffing, programs, and budgetary issues.

6)   To refer items (as appropriate) to the Senate for their recommendation to the faculty.

7)   The Chief Information Officer or a designate will as needed provide updates to the ARC on support or procurement related challenges specific to the classroom and other academic technology areas.

8)   To review and make recommendations to the Provost (or representative) and Capital Improvement Project committee regarding budget allocation for items that affect faculty and students.