

Date: November 23, 2015
To: Classroom Review Board
From: Rusty Scott
Re: Minutes of November 4, 2015

Members present: Anton Betten, Jack Brouillette, Kristi Buffington, Pat Burns, Dave Carpenter, Gwen Gorzelsky, Sam Laffey, Jake Loughridge, C.W. Miller, Julia Murphy, Al Powell, Rusty Scott

Members absent: Steve Hultin, Mike Palmquist

Guest: Sean Burns, Learning Assessment Coordinator, Department of Research and Analytics

1. Approval of Minutes
The minutes from September 30, 2015 were unanimously approved.
2. Faculty Feedback on GA Classrooms – R. Scott
Rusty solicited the general faculty for input regarding the current state of the GA classrooms. Approximately 50 responses were collected asking for assistance with projection and A/V systems, additional clocks, additional writing surfaces and HVAC. Standing desks in the back of a classroom was recommended by one faculty member; Facilities Management is currently looking into a pilot for standing desks. Kristi, Julia, Allen Sneesby (CSS) and Rusty continue work through the list and will provide a more detailed summary at the next meeting.
3. Johnson 222 Update – K. Buffington
Furniture has been ordered from CCI; 324 seats and 160 tables with whiteboard tops (all mobile). The table tops flip up allowing them to be stacked together during events. Markers will be the responsibility of the instructor and students. Install is targeted for the winter break.
4. EMS Update – J. Murphy
Annual conference: Outlook integration is not currently supported with Office 365, however it is on their product roadmap (6-12 months). Corporate focus seems to be on commercial event scheduling rather than higher education resulting in gaps in reporting and analytics.
Campus: University Operations project still moving forward, as well as the CVMBS pilot.
5. A/Z W205 Request – R. Scott, P. Burns, J. Murphy
Noreen Reist, Department of Biomedical Science has requested the use of A/Z W205, a 112 seat capacity room for a class with an enrollment of 48 students. Her requirements: “two projectors that can show independent material on two screens simultaneously AND white board space that can be used at the same time”. Use policies for GA classrooms state that enrollment should be at least 67% of room capacity.

The class is currently scheduled in A/Z W205 and with these particular needs, will remain there. Pat suggested that Classroom Support Services look for additional rooms to configure in this way, and propose that as part of the FY17 UTFAB budget request.

6. Proposal for CRB Co-Chair – R. Scott
The areas that the CRB is involved continues to increase (new and evolving technology, active/flipped learning spaces, new construction, etc.) and is not expected to decrease. Rusty

asked the board to consider establishing a co-chair position to help balance the load. J. Murphy was nominated and unanimously elected. Pat will discuss the board's wishes with the Provost.

7. Flipped Classroom Research Project – Sean Burns

Sean presented findings from the research being conducted in BSB 105 (see attached report). In general, increasing engagement with instructors and peers was extremely successful. Instructors and students reported frustration with the differing heights and shapes of the furniture and found little value for the ottomans. Tables next to the walls with whiteboards inhibited their use.

The recommendation from the board is to move to a more uniform furniture configuration. Kristi will explore possibilities for replacing and repurposing the tall and/or round tables and ottomans.

Gwen suggested that rooms with rolling tab-arm chairs can be used to create similar flexible environments, however the collective work surfaces created by the chairs is not the same as with tables.

8. From last meeting:

a. Request process for flipped classrooms – G. Gorzelsky

TILT staff in coordination with Julia are developing an application process for instructors who would like to teach in a flipped classroom. Training will be provided and this will also assist in classroom scheduling process. 122 instructors have enrolled in the Canvas site on flipped classrooms and 65 have participated in training. Gwen will continue developing the application process and report back to the CRB.

b. First Preference Request for Rockwell 36 – R. Scott

College of Business has funded a significant amount of equipment in Rockwell 36 in support of their teaching style. The technology is consistent with CSU standards, so the board unanimously approved the request for first preference.

Deferred to next meeting:

c. Fall/Spring faculty ramp-up efforts

Next meeting – December 2, 2015, 4-5:00 p.m., Engineering E205