

**Date: February 20, 2015**  
**To: Classroom Review Board**  
**From: Rusty Scott**  
**Re: Minutes of February 11, 2015**

**Members present:** Anton Betten, Jack Brouillette, Pat Burns, Dave Carpenter, Debi Colbert, Ashley Cypress, Taylor Farley, C.W. Miller, Julia Murphy, Al Powell, Doug Satterfield, Rusty Scott

**Members absent:** Kristi Buffington, Stephanie Clemons, Steve Hultin, Mike Palmquist

**Guests present:** Melissa Shrader, delegate for Kristi Buffington

1. Approval of Minutes

The minutes from December 10, 2014 were unanimously approved.

2. Echo360 representatives on Campus – R. Scott

An open session for students and faculty will be held with representatives from Echo360 to demonstrate the upcoming changes to their platform. Details: Library Event Hall, room 167 Morgan Library on Thursday, February 12. Follow up sessions will be held to discuss the technical support model and future licensing models. **Action item: Summary of platform and licensing changes will be brought to the March CRB meeting.**

3. Flipped initiative update

- a. **BSB 105** – In production for the Spring 2015 term, the initial responses have been very positive. TILT held an open house on February 3 with approximately 30 visitors (both faculty and students) and will host another on February 13 (3-5pm). TILT is also conducting a flipped classroom seminar on February 24 in the room. The session is full with a wait list so another session will be added.
- b. **Engineering E204/E205** - Nothing to report at this time.
- c. **Johnson Hall 222** - Interest remains on the part of the faculty and administration in flipping a larger classroom. Survey results show interest in flipping classes that range between 80-150 with subsequent conversations of flipping classes of 200 or more. Johnson Hall 222 (capacity of 324) is the only space capable of accommodating this configuration. Quotes for fully remodeling the space (furniture, AV, lighting, power, and structural modifications) are in excess of \$1 million. Clemons, Burns, and Scott are considering options that would substantially narrow the current project scope and price by taking an incremental approach—likely a furniture-only option for ‘phase 1’. Pricing and design are being sought for this option to determine if it can be accomplished with \$250K or less. The proposal to be presented to the UFFAB on March 5 will include a request for \$125K. If funded, a group representing the CoTL, CRB, and the VPIT will approach the administration for the remaining half.

4. DFP Update – R. Scott

Action Item from December’s meeting: While developing language to send to department heads regarding DFP justification, it became apparent that the current policies are somewhat dated (last minor update was 2007), particularly in light of the fact that all GA classrooms are all now technology-equipped. Given that, it was suggested that the policies be updated prior to approaching the department heads. Suggestions were to have the new policy consider convenience to students as a factor not only to faculty.

**Action Item: J Brouillette, CW Miller, J Murphy, and Rusty will discuss and bring ideas and/or a draft of new policies to the next board meeting.**

5. 3D projection system in BSB 105 – R. Scott  
Discussions are in progress regarding the (possible) relocation of the 3D system from BSB 105. Faculty using the system are anticipating an increase in enrollment. TILT 221 has been identified as a possible new location but may create access (travel) issues for students as well as scheduling conflicts. Rusty, Kristi and Julia will consult with the involved instructors to gather additional information/requirements and explore alternatives. **Action item: Summary from the meeting with the faculty.**
6. Top Hat Response System discovery – R. Scott  
Top Hat Response System is a mobile device in-class response system. The College of Business is exploring this solution and has asked that TILT be involved. **Action Item: Deb will follow up with the involved TILT staff and report at the next meeting.**
7. EMS Outlook integration discovery – R. Scott  
Discussions are evolving regarding the integration of Outlook and EMS as some departments have expressed the desire to use that as their scheduling platform. An integration module exists for EMS and a plugin (installed onto Windows desktops running Outlook) is available as well. It is not completely seamless in functionality and only supports Windows. Cost is projected at \$15,000 (one time) and annual support of approximately \$2,000. It is a plug-in that needs to be installed on every users PC. It only works with Windows. More discovery is needed. **Action Item: Julia will contact EMS to schedule a demo to better understand the true functionality.**
8. Symposium Survey results – A. Powell  
Powell presented the results from a survey of instructors in classrooms using Sympodiums targeting usability and acceptance. See attached. While Sympodiums have not been declared as a standard, 19 of these devices are currently in use in GA classrooms. Additional discovery needed. No specific action item.

**Next meeting – March 11, 2015, 3:00-4:00 p.m., Lory Student Center 324**