

February 12, 2010

To: Classroom Review Board
From: Rusty Scott
Re: Minutes of February 12, 2010

Members present: Shaun Beaty, Tamla Blunt, Jack Brouillette, Kristi Buffington, Pat Burns, Dave Carpenter, Brian Chase, Margarita Lenk, CW Miller, Loree Morse, Doug Satterfield, Rusty Scott, and Pete Winterscheidt.

Members absent: none

Agenda item #1. The minutes of November 30, 2009 were approved.

Agenda item #2. L. Morse consulted with the committee about scheduling the new Behavioral Sciences Building classrooms. Four BSB classrooms will be scheduled through Classroom Scheduling and includes one large lecture hall (278 seats) and three smaller classrooms, two seating 75 and one seating 60. The 60-seat classroom will have 3D projection capability. Morse indicated she has already received approximately 12 requests for use of the rooms. She asked the committee about the policy for scheduling the requests. Classroom Scheduling will schedule the rooms with preference to courses associated with departments located within the building, and then on a first-come first-served basis.

The group agreed that demonstrations of the 3D projection capability would be appropriate. A memo will be sent to the 'genfac' list inviting them to the demos and to invite them to explore the opportunity of teaching with this new tool. 3D glasses will be provided. Students will not have to purchase the glasses if an instructor wishes to use the room. The 3D room would be the last of the classrooms to be scheduled due to the high-end equipment installed and possible requests for this technology.

B. Chase suggested the building could be available for tours in May.

Agenda item #3. D Satterfield updated the committee on the improvements that will be made in Yates room 104. During spring break, the periodic table currently anchored to the wall at the front of the classroom will be raised and a whiteboard will be installed to allow for more writing surface for faculty.

Agenda item #4. R. Scott summarized a tour of 30+ classrooms that K. Buffington, L. Morse, D. Satterfield, and he took over the winter break. Twenty work orders for minor repairs were issued as a result of the assessment. A list of the rooms and repairs is attached.

Agenda item #5. L. Morse proposed that the committee discontinue scheduling selected buildings during the weekends. In the fall of 2009, 7 buildings (Forestry, Glover, MRBS, Guggenheim, NESB, Pathology, and Physiology) collectively had one reservation for weekend usage. Not scheduling these buildings for the weekends will allow for savings on air conditioning, cooling and electric costs. The committee agreed with the proposal

and Morse will submit updated to information to Facilities Management for implementation during the summer of 2010.

Agenda item #6. R. Scott reintroduced the draft policy regarding departmental computers being placed in GA classrooms. The most recent revision contains language that addresses some of the concerns raised at the November 30 meeting. The draft was unanimously approved. A copy is attached.

Other item#1. P. Burns informed the group that the closed circuit television system housed in the basement of the Clark Building A-Wing will be decommissioned. The exact timeline is yet to be determined, however it is likely to be completed during FY11. The necessary funding to support the aging system is being lost due to budget cuts. Of the nearly 11,000 titles in the system, there are only about 100 that are played on a regular basis. A website will be developed asking the faculty to identify titles they need to have available. If we have copyright on the titles, the program will be digitized. If we do not we will attempt to purchase the title in a digitized format for automatic playback to classrooms.

Other item #2. B. Chase suggested that the next CRB meeting be moved to 119 Rockwell Hall to allow the committee to tour the new addition that is nearing completion. D. Satterfield noted that the IT equipment installed in the new wing is very interesting as well as the architecture of the wing itself. He suggested we ask Jon Schroth to accompany the group on our tour to demonstrate some of this technology. B. Chase will follow up to determine whether the March 12 or April 9 CRB meeting will be more appropriate for the tour.

The next meeting is Friday, March 12, 2010, 8:00-9:00 a.m., 119 Rockwell Hall.

Classroom Review Board

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119 Rockwell Hall.**

AGENDA

1. Approve the minutes of February 12, 2010.
2. R. Scott – Jon Schroth, College of Business, will give the committee a tour of the Rockwell Hall addition.