

March 12, 2010

To: Classroom Review Board

From: Rusty Scott

Re: Minutes of March 12, 2010

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

Members absent: Pat Burns, CW Miller, and Pete Winderscheidt

Agenda item #1. The minutes of February 12, 2010 were approved.

Agenda item #2. The committee was given a tour of the new Rockwell addition by Jon Schroth, Director of IT for the College of Business. The addition was partially funded by a \$10 million commitment from the University Facilities Fee. The UF fee is paid by students and governed by the University Facility Fee Advisory Board.

Key features in the building include, but are not limited to:

- Open areas with tables where students can gather or work on projects;
- Laptop checkout while in the building;
- A large central atrium that provides an area for public presentations that can be easily recorded;
- Digital signage outside of each room;
- Keyless access systems on classroom doors;
- The construction of a control room that includes a matrix switcher which requires that fewer cables to be run to the rooms. This also provides the ability to transmit content through the digital signs and classroom displays throughout the building for either educational or emergency reasons.

Key features in the classrooms include:

- Two computers & monitors, two projectors, with adjustable height lecterns have been installed in each room. This configuration allows faculty to project distinct content on each screen or project a single content stream on both screens. This also provides redundancy should one of the units fail.
- Room equipped with microphones, camera mounts and acoustic designs to accommodate video capture with distance education as the primary focus. Classes can be captured and recorded or streamed over the internet.

Some classrooms contain flexible seating that accommodate up to 50, two of the rooms have fixed seating for up to 75 and some smaller seminar rooms are available as well. The majority of the rooms seat 45. The classrooms in the new wing will be opened as general assignment rooms for at least the first year.

After the installation of the audio-visual technology is completed (approximately 2-3 weeks) the College will begin moving classes on a one-off basis to rooms in the new wing to allow them time to work on fine tuning the technology and to work out any

“bugs”. Some classes will be scheduled in the new rooms during the summer sessions. The wing will be in full production for the Fall 2010 semester.

**The next meeting is Friday, April 9, 2010, 8:00-9:00 a.m., 203 Morgan Library.**

## **Classroom Review Board**

**Friday, April 9, 2010, 8:00-9:00 a.m.,  
203 Morgan Library.**

### AGENDA

1. Approve the minutes of March 12, 2010.
2. CW Miller – Capacity in the classrooms.
3. R. Scott – Budget items
  1. D. Satterfield
  2. Mediasite
4. T. Blunt – Proposed schedule change memo. (This is intended to be an FYI topic.)