

April 9, 2010

To: Classroom Review Board

From: Rusty Scott

Re: Minutes of April 9, 2010

Members present: Tamla Blunt, Jack Brouillette, Kristi Buffington, Pat Burns, Dave Carpenter, CW Miller, Loree Morse, Doug Satterfield, Rusty Scott, and Pete Winderscheidt.

Members absent: Shaun Beaty, Brian Chase, and Margarita Lenk

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

Agenda item #2. CW Miller opened a discussion with the committee related to current classroom capacity and accommodating potential future increased enrollment. P Burns mentioned a study he did in the fall of 2007 in response to planning for the campus 'stretch goals'. The study suggested that there is sufficient capacity to meet current and future enrollment numbers. The difficulty appears to be in load balancing and better matching the room sizes to the class sizes. Also, the study shows that classroom availability is highest during the 8:00-9:00 a.m. and 4:00 p.m and later times.

Agenda item #3.1 D Satterfield presented a list of equipment and room refresh requests. The committee unanimously approved the purchase of 6 audio switchers, 6 projectors, 6 wireless microphone systems, 6 screens, 6 DVD/VCR combo players, 2 sets of wall-mounted speakers, 2 audio amps, 10 projector bulbs, and 2 large and 4 small document cameras. These items will be used for emergency replacement and/or upgrades in classrooms. The committee also approved the purchase of PCs for the 3 remaining classrooms in the Clark A-wing, a replacement for the rear screen projection system in Pathology 101 and new software (Roomview) that will provide centralized control of Crestron controllers in the classrooms.

Satterfield also proposed a refresh of Clark A206. The committee wanted additional information—Doug will continue research and report back during the May meeting. Also to be discussed in May is the purchase of a SMART Technologies Symposium for a pilot program for the Clark A-Wing.

Agenda item #3.2 R. Scott brought up the renewal of the maintenance for server software that supports the MediaSite recorder. The CRB has funded this for the last two years. The total expense is \$5,715. The committee unanimously approved.

Agenda item #4 T. Blundt spoke to the committee about an initiative put forward by Phil Cafaro, Associate Professor in Philosophy that supports (mandatory) longer teaching periods during the afternoon. The proposal is currently under review. Tamla will update the committee as information comes available.

The next meeting is Friday, May 7, 2010, 8:00-9:00 a.m., 220 Lory Student Center.

Classroom Review Board

**Friday, May 7, 2010, 8:00-9:00 a.m.,
220 Lory Student Center.**

AGENDA

1. Approve the minutes of April 9, 2010.
2. S. Baily – Update on digitization of Classroom Support Services holdings for classroom playback.
3. B. Chase – Bonded classroom upgrades.
4. CRB Membership request from Assistive Technologies Resource Center.
5. R. Scott – Year-end funds.