

Date: November 8, 2011
To: Classroom Review Board
From: Rusty Scott
Re: Minutes of October 31, 2011

Members present: Shaun Beaty, Tamla Blunt, Jack Brouillette, Kristi Buffington, Pat Burns, Dave Carpenter, Steve Hultin, C.W. Miller, Julia Murphy, Al Powell, Doug Satterfield, Rusty Scott, Dan Turk, and Pete Winterscheidt.

Members absent: none

Guests: Skip Ackler, Registrar's Office

1. Approval of minutes

The minutes of September 29, 2011 were approved unanimously.

2. Symposium request for Engineering 100 – R. Scott

Marty Gelfand, Department of Physics, asked if the CRB would support a proposal to the UTFAB for installing a Symposium system in Engineering 100. These systems are currently installed in A206 Clark and in the Online Plus classroom in Route Hall. A. Powell indicates that DCE is supportive of the request as they have already entered into an agreement with the College of Engineering to install 2 Symposiums in classrooms in the Engineering Building during the summer. DCE will provide training for the faculty. P Burns recommended that the committee continued to regard the Symposium as experimental and that this technology be further tested before formally adopting it as part of the campus classroom technology strategy that will include lecture capture as well. The request was tabled at this time. The next CRB meeting will include a demo of this technology and additional input should be sought from teaching faculty.

3. GA room updates and discussion:

- a. Engineering B1/B3 – T. Blunt/K. Buffington.
Susan James, Mechanical Engineering, notified UFFAB that they would not be remodeling B1 until Engineering II is ready for use and that B3 would likely not be included in the remodel project. K. Buffington and S. Hultin will work with Mark Ritschard, Engineering Budget Office to determine the appropriate next steps.
- b. Engineering B2/B4 – A. Powell/J. Murphy
DCE requested that Engineering B2 and B4 be configured as distance education classrooms and that they be removed from the GA pool. The committee endorsed the concept of making the rooms 'distance ready' but retaining them as part of the GA pool with a DFP designation for distance courses with an emphasis toward scheduling Engineering classes. The CRB requires an implementation plan with specific technologies identified, funding and timing for full endorsement. A. Powell will follow up with M. Ritschard.
- c. NR106/112 – INTO assignment for Fall 2012 – J. Murphy
While the INTO initiative has not been formally approved, it is highly likely that it will be and it will require CSU facilities. In support of this, NR 106 & 112 will be reserved for INTO use starting fall of 2012 but will remain in the GA classroom pool. Plans will be prepared to upgrade them to smart rooms during the summer of 2012.

4. Classroom inventory project – R. Scott

ANS middleware staff has developed a web-based application that allows staff from Classroom Support Services, the Registrar's Office, and Facilities to maintain data related to classroom equipment from a common interface and is stored in a single data source. Additional functionality includes the ability to reserve a room (via email request) and links to the room availability application in ARIESweb-lite. The application is being used to maintain data today, the public interface will be launched in the near future.

5. Lecture capture update – D.Carpenter/R. Scott

See attachment. The committee endorsed joining the Echo360 initiative recently started in CAHS to determine its viability as a campus standard. Thanks to Dave Carpenter and CAHS for providing the opportunity to use and test this product. D. Carpenter and R. Scott will propose next steps at the December CRB meeting.

Next meeting: Tuesday, November 29, 2011, 2-3pm, Online Plus classroom Route Hall