

**Date: November 12, 2012**  
**To: Classroom Review Board**  
**From: Rusty Scott**  
**Re: Minutes of November 12, 2012**

**Members present:** Jack Brouillette, Kristi Buffington, Pat Burns, Dave Carpenter, Stephanie Clemons, Debi Colbert, Steve Hultin, C.W. Miller, Julia Murphy, Doug Satterfield, Rusty Scott, and John Sorokin

**Members absent:** Andrew Olson, Al Powell

**Guests:** Jacob Roberts, Associate Professor, Department of Physics

1. Introductions

2. Approval of Minutes

The minutes from October 8, 2012 were unanimously approved.

3. Active/problem-based learning

a. Physics proposal – Jacob Roberts

The Department of Physics has proposed replacing the existing furniture in Engineering E103 (a DFP room for Math) to facilitate problem-based learning for recitation sessions. During these sessions, students form groups ranging from 2 to 15 to solve problems based on their homework assignments, rearranging the existing tab arm chairs to facilitate group work. This proposal includes funding from the Physics department and would replace the existing furniture with trapezoid shaped tables that have room for 3 students and when paired up, form a six-sided table. Both the tables and chairs will have wheels for quick reconfiguration. The room can support 16 tables for a capacity of 48. The existing capacity of the room is listed at 50.

Discussion items included the use of rectangle tables rather than the trapezoid tables and perhaps doing a study comparing the two table shapes; the potential for discomfort in having to sit at a 65 degree angle to the front of the room when the tables are set for traditional lecture; and the amount of time to reconfigure the room after the recitation as there is not a lengthy break between classes.

The committee supported the proposal unanimously asking that Roberts work with Facilities regarding the purchasing and installation of the furniture and also that he report back to the CRB regarding student and instructor response to the furniture change. Installation is expected in May, 2013.

b. Additional discovery – Rusty Scott

Based on a suggestion from Ray Browning (CAHS), a subcommittee of the CRB has started to explore additional possibilities in support of problem-based learning. Finding appropriate space, cost and impact on room capacity are primary concerns. More information will be brought to future CRB meetings.

4. Scheduling software update – Julia Murphy/Rusty Scott

A meeting has been scheduled for November 20<sup>th</sup> to discuss potential options for bona fide scheduling systems to aid in more efficient use of classrooms and greatly improved reporting. J. Murphy has performed an initial discovery effort and found that nearly all peer institutions are using one of three formal scheduling systems; R25, Ad Astra or EMS.

5. PC Installation in Aylesworth C111 – Dave Carpenter

The IT staff in the College of Applied Human Sciences is seeking approval to install a new computer in C111. In compliance with CRB policy, this PC will be supported by the CAHS IT staff. Approved unanimously.

6. Art building construction, noise concern – Julia Murphy/Kristi Buffington

Gary Voss, Chair and Professor of Art, has expressed concerns regarding excessive noise being disruptive to the classes scheduled in F113 due to renovations between the H and F wings. The project is scheduled to begin in February 2012 and last through the spring semester. Due to lack of capacity, not all sections can be relocated to alternative GA rooms. The project manager is attempting to schedule most of the heavy construction during off-hours. Steve Hultin will follow up and get additional details regarding the type and duration of the anticipated noise. Julia will contact Gary Voss regarding the scheduling limitations.

7. Rockwell West DFP designation

The classrooms in Rockwell West were initially designated as General Assignment with DFP to COB. The board recommends this designation remain for the next 2-3 years to provide flexibility as the campus faces space limitations due to ongoing and future projects.

8. Classroom condition update – Steve Hultin

Hultin reported on the classroom upgrade project (see below). This will bring the total to 90 rooms completed with the \$10M funding from UFFAB.

9. Next meeting – December 10, 2012, 8am-9am, Route Hall, OnLine Plus Room.

Classroom Upgrade Schedule – From Tony DeKrey, Facilities Management

Firm Schedules

1. Shepardson HVAC Piping is done, unit ventilators arrive 12/15/2012 will install over winter break in classrooms.
2. Shepardson 204 In progress
3. NESB B101 In progress
4. MRB 111 Start – Dec 1, 2012
5. Shepardson 206 Start Dec 17, 2012 – Complete 3 weeks
6. NESB B117/B119 Start Dec 17, 2012 – Complete 4 weeks
7. NESB B115/B111 Start Dec 17, 2012 – Complete 4 weeks
8. NESB B112 Start Dec 17 2012 – Complete 4 weeks
9. NESB B110/B114 Start Dec 17 2012 – Complete 4 weeks
10. Mil Sci Annex 111 Start Dec 17, 2012 – Complete 4 weeks
11. Education 01 Start Dec 17 2012 – Smart classroom only
12. Education 02 Start Dec 17 2012 – Smart classroom only
13. Education 08 Start Dec 17 2012 – Smart classroom only
14. Gifford 113 Start – Jan 7, 2013 – Have to wait until Washington school is occupied before we can turn back to classroom