

November 30, 2009

To: Classroom Review Board

From: Rusty Scott

Re: Minutes of November 30, 2009

Members present: Jack Brouillette, Kristi Buffington, Margarita Lenk (replaces Andrew Norton as the representative from the Committee on Teaching and Learning), Loree Morse, and Rusty Scott.

Members absent: Shaun Beaty, Tamla Blunt, Pat Burns, Dave Carpenter, Brian Chase, CW Miller, Jan Nerger, Doug Satterfield, and Pete Winterscheidt.

Guests present: Skip Ackler, Registrar's Office, Enrollment and Access, and Aaron Darnell, College of Applied Human Sciences (standing in for Dave Carpenter)

Agenda item #1. The minutes of November 2, 2009 were approved.

Agenda item #2. R. Scott and K. Buffington reported back to the group on the Space Committee's decision about Plant Science W215. Scott drafted a message to the Space Committee reiterating the CRB's position on the conversion of the room from general assignment classroom to departmental (non-instructional) research lab. Buffington told the group that the Space Committee discussed other spaces to use and other options. They viewed the opening of new classroom space when the Rockwell addition comes on line (possibly summer 2010 – Other items #2) as a way of making up for the space that would be lost by removing W215 from the GA pool. The new rooms will be general assignment for the first year to gage their levels of activity. They decided to grant the department's request. However, the department has notified Buffington that they do not have the funding at this time to renovate the room, so it will remain a general assignment classroom for at least the spring 2010 semester.

Agenda item #3. R. Scott opened discussion on the "Computers in GA" policy draft that was distributed to the committee via email. The group discussed many concerns about the policy both what was written and what was not. Some of the concerns included:

- Would just anyone be allowed to install software on the computers? How would that affect the performance of the machines? What software would be allowed to be installed?
- If a college or department funded a computer in a classroom, it would not be a guarantee of their faculty teaching in that room in successive semesters. What would happen if a college or department then chose to remove the computer because their staff were not assigned to that room?
- Who supports the computers? Is there going to be a single point of contact for support or will there be a different number to call for help than for the other technology in the room? If it is a college IT group, what would the response time be? How would they be contacted? What if there was no one at the contact telephone number?
- Should we restrict the rooms that computers can be installed in based on the number of seats?

- Should this policy be presented to the College IT Administrative Council (CITAC) for input?
- Will all computers have to be Windows platform? Would Macs be acceptable?
- If there are computers in some rooms and not in others, how will the faculty expectations be affected?
- If a college funds the purchase of computers for classrooms, who would they belong to? The college? The University? The CRB?

Further discussion was tabled until the group reconvenes in the spring.

Other items #1 R. Scott noted that the committee also received via email a listing of faculty requests regarding general assignment classrooms discussed in Agenda Item #4 of the November 2, 2009, minutes. He queried the group to see if anyone had any questions. No one brought anything forward. Scott noted he would get together with L. Morse, K. Buffington, D. Satterfield, and Allen Sneesby one more time before the winter break. He suggested a walking tour of classrooms might be appropriate during the students' absence.

Other items #2 M. Lenk noted that the new Rockwell wing would not come online for spring 2010. There is a significant amount of IT equipment that will need to be installed. The installation cannot begin until the construction of the structure is complete. It is estimated the construction will be completed during the first week of classes in spring 2010.

Other items #3 There is a listing of all general assignment classrooms posted on the Registrar's website. The URL is <http://registrar.colostate.edu/pdf/classroom.list1.pdf>. It is a columnar listing in .pdf format.

The next scheduled meeting is Friday, February 12, 2010, 8:00-9:00 a.m., 203 Morgan Libray.

Classroom Review Board

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203 Morgan Library.**

AGENDA

1. Approve the minutes of November 30, 2009.
2. L. Morse – assigning Academic Instruction Building.
3. D. Satterfield/CW Miller – Yates 104 (board space and mechanics of using boards).
4. R. Scott – Summary of GA classroom tour over holiday break.
5. L. Morse – closing certain buildings on weekends.
6. R. Scott – Computers in Classrooms proposal.