

Date: December 17, 2013
To: Classroom Review Board
From: Rusty Scott
Re: Minutes of December 12, 2013

Members present: Jack Brouillette, Kristi Buffington, Stephanie Clemons, Debi Colbert, Steve Hultin, C.W. Miller, Al Powell, Doug Satterfield, Rusty Scott

Members absent: Pat Burns, Dave Carpenter, Julia Murphy, Andrew Olson, Lance Li Puma

1. Approval of Minutes

The minutes from November 14, 2013 were unanimously approved.

2. Flipped Classrooms

a. Herman Miller research project

This project, focusing on collaboration among faculty is planned for the spring of 2014. Point of contact at CSU is Mike Palmquist.

b. Provost initiative

Pat Burns, Mike Palmquist, Stephanie Clemons, Amy Parsons, and Brett Anderson met with Provost Miranda to discuss a flipped classroom initiative. Steps include:

- Obtaining commitments from Physics & Math (Mike Palmquist) - done
- Matching courses with particular classrooms
- Scheduling and engaging/training instructors
- Design and implement in two or three classrooms for fall of 2014

K. Buffington, J. Murphy and R. Scott will begin to identify appropriate classrooms associated scheduling. Socializing with faculty and room design will take place during the spring semester, reconfiguring rooms and faculty training will take place during the summer for use in the fall semester.

3. Blackboard Collaborate (Web Conferencing)

A new contract has been drafted for calendar year 2015 that will provide incrementally more access to Collaborate. OnLine Plus continues to see the need to use both Collaborate and Adobe Connect and will work with other entities on campus interested in exploring the product.

4. Eddy Update

Two large classrooms—a redesign of existing Eddy 100 and a new classroom—are included in the renovation plans. Both will have an estimated capacity of 72 and will include flexible/configurable furniture. These rooms will be available for use in the fall of 2015.

5. EMS Update

EMS will be going live in April for fall 2014 scheduling. The first open forum sessions were successful with nearly 70 people attending. The Eddy remodel is providing helpful use cases during the implementation and testing phase. The HR Toolkit (middleware) will be installed soon, enabling streamlined group management. A PDI session is scheduled for January 15, 2014, 9:45-10:45am in BSB 103.

6. Other items

- a. BSB room 100, the new large lecture hall in BSB, will be online for spring 2014. Its configuration is similar to BSB 131 including a Symposium and Echo360 but does not have a cinema class projection system.
 - b. The UFFAB has approximately \$2M for classroom upgrades. Facilities has provided a list of 20 candidate classrooms for upgrade in a presentation to the board. Included in the discussions was the concept of configuring the rooms with flexible furniture and technology (flipping). Funded projects will be determined by UFFAB votes during the spring semester.
 - c. UTFAB funding has been used to purchase new large format smart monitors for Clark A206 and BSB 131 and an Echo360 appliance for Yates 104, to be installed during the winter break.
7. Next meeting – **February 12, 2014, 3:00-4:00 p.m., 305 Computer Science Bldg (ISTeC Conference Room).**