

Date: December 7, 2015
To: Classroom Review Board
From: Rusty Scott
Re: Minutes of December 2, 2015

Members present: Jack Brouillette, Kristi Buffington, Pat Burns (via conference phone), Dave Carpenter, Gwen Gorzelsky, Sam Laffey, Jake Loughridge, C.W. Miller, Julia Murphy, Al Powell, Rusty Scott

Members absent: Anton Betten, Steve Hultin, Mike Palmquist

Guest: Matt Hickey, Health and Exercise Science (Delegate for Anton Betten)

1. Approval of Minutes
 - a. The minutes from November 4, 2015 were unanimously approved.
2. Updates from November meeting – Kristi, Julia, Rusty
 - a. Feedback on GA rooms - An updated summary of the feedback from the faculty regarding the state of the GA classrooms was distributed. One particular theme that emerged was related to balancing the use of wall space between projection images and writing surfaces. More instructors are requiring dual (and independent) projectors for displaying content, and in some cases, instructors wish to annotate a projected image while it is displayed on whiteboard.
 - b. Johnson 222 Update - Installation of the new furniture is scheduled for January 7-11, 2016.
 - c. BSB 105 - Herman Miller will be on campus in December and will provide estimates for replacing the non-rectangular furniture. The furniture being replaced will be repurposed by Facilities. Funding source for the project has not yet been identified.
3. New Construction
 - a. Aggie North – Available for spring 2017 semester.
 - b. Biology Building – Representatives from CRB were included in a recent project meeting. The new building will house one GA classroom with a capacity of 110 and two departmental classrooms with capacities of 20-24. The classrooms will be available for the fall 2017 semester.
 - c. Stadium classrooms – Available for fall 2017 semester.
4. 3D Projection System – Pat, Rusty
 - a. Options for relocating the 3D projection system in BSB 105 continue to be explored. Faculty using the technology have suggested BSB 103 or BSB 107 (each with capacity of 75) as they consider the new stadium classrooms too far from the campus core.
 - b. Relocating the system is estimated to cost \$30k. A new system with updated technology is estimated to cost \$30K.
 - c. The 3D technology is used for classes in the fall. Uniform furniture in the room may provide an adequate environment for fall, 2016.
 - d. Pat has offered to work with the faculty to develop a UTFAB proposal for updating the technology.

5. Classroom Planning memo – Kristi
 - a. The Space Committee has been discussing more specific guidelines regarding the construction of departmental vs. GA classrooms in new construction. Funding source of the project, intended use of rooms (labs, etc.) and a waiver process will be included. Initial draft language was presented to the CRB and will be further developed with input from the board during the spring 2016.

6. EMS Update – Pat, Julia
 - a. The President/Chancellor has requested a feasibility analysis that would allow CSU-Pueblo to use CSU's EMS system for classroom scheduling. CSU-P has a decentralized scheduling process that does not include their Registrar's Office and is managed in a custom-built administrative system. Further analysis including CSU's Scheduling Office and ACNS support is forthcoming.

7. Flipped Classroom Discussion
 - a. UFFAB Proposal- Rusty
 - i. A proposal will be taken to the UFFAB for increasing the number of flipped classrooms on campus. The focus will be on modifying the existing GA spaces where possible to increase the number of available rooms given the apparent pent up demand for more active learning spaces.
 - b. Flipped classrooms (general) - Gwen, Julia
 - i. Application form for instructors continues to be developed. With 65 instructors attending training, more flexible rooms are required.
 - ii. Table/chair vs rolling tab-arm chairs – We may need to consider rooms with rolling tab-arm chairs a form of 'tier II' active learning space in light of the demand for rooms with mobile furniture. More discussion to come.

8. Instructor training initiatives - Rusty
 - a. Based on positive feedback from instructors, the "Fall Faculty Ramp Up" sessions will be held for the spring semester and will be incorporated into PDI. Short (50 minute) sessions will focus on specific technologies in the classrooms, best practices, LMS and YouSeeU.
 - b. Rusty is working with Gwen, Fran Campana, Al Powell (CSUO) and the Office of Training and Organizational Development to explore possible collaborative efforts related to employee training.
 - c. The current Computer Applications Training (CAT) run by Fran is being rebranded to the Technology Training Center.

9. Learning Analytics – Gwen
 - a. Gwen, Dave Johnson and Sean Burns will be working closely with McGraw Hill to explore what learning analytics data will be available through the MG platform.

Next meeting – TBD.