

February 5, 2009

To: Classroom Review Board

From: Sally Hibbitt

Re: Minutes of February 4, 2009

Members present: Tamla Blunt, Jack Brouillette, Kristi Buffington, Pat Burns, Dave Carpenter, Brian Chase, Mike Hanna, Sally Hibbitt, CW Miller, Loree Morse, Jan Nerger, Andrew Norton, Mike Palmquist, Doug Satterfield, and Pete Winderscheidt.

Guests Present: Eugene "Skip" Ackler, Registrar's Office, Enrollment and Academic Records

Agenda item #1. The minutes of December 8, 2008 were approved.

Agenda item #2. L. Morse asked about the status of the acoustics work in 222 Johnson Hall and who would fund any changes or improvements that are determined to be necessary. D. Satterfield spoke about some changes that are already underway. Classroom Support Services is in the process of adding an additional amplifier and speaker at the front of the room to boost the audio for the entire room. B. Chase indicated that he has had nominal feedback from people using the room and some feel the audio is satisfactory as is. There was discussion that possibly having more occupants in the room improves the sound quality. Satterfield indicated CSS will continue to work to satisfy user's audio needs. Chase will fund the necessary activities to improve the acoustics should any arise.

Agenda item #3. L. Morse asked the committee to consider creating a policy for the scheduling of the 350-seat large lecture hall, three 60-seat classrooms, and numerous study/seminar rooms in the Academic Instruction Building that is being constructed immediately south of the Clark Building. Classroom Scheduling has already begun receiving inquiries from Faculty. The AI Bldg will not be available for use until Fall 2010. The board agreed to table any discussion on this until Spring 2010.

Agenda item #4. D. Satterfield noted that he had received a request from a College of Business faculty to install a computer in A207 Clark Building. This faculty member has a medical condition that does not allow for transporting a personal/departmental laptop to/from the classroom. At this time, the CRB is supporting a pilot project that installed a computer in A101 Clark. J. Brouillette will be gathering feedback from faculty who use the room. This feedback will guide the committee in deciding if more general assignment smart rooms will be similarly equipped. The CRB is not prepared at this time to commit to installing a computer in another general assignment classroom until this feedback can be obtained and discussion of the feedback can occur. Jon Schroth, College of Business, has worked with Satterfield and the faculty member to arrange an alternate solution at this time.

Agenda item #5. J. Brouillette opened discussion among the group about the brainstorming occurring all over campus related to the State's future budgetary concerns and the impact of those concerns on the class sizes and/or enrollment caps. P. Burns revisited the Classroom Utilization Studies that were performed in Fall 2005 and Fall

2007 to once again address the difference between room capacities and enrollment caps. There was also discussion about future classrooms that will be coming online as early as Fall 2009. B. Chase offered to show the group updated designs for building remodels and new buildings and discuss the additional seats these projects could provide. P. Burns offered to email a message to Provost Rick Miranda to escalate the discussion about the impact of these budget concerns with relationship to class size and/or enrollment caps to the Council of Deans.

The next scheduled meeting is Wednesday, February 25, 2009, 11:45-12:45 p.m., 303 General Services Building.

Classroom Review Board

**Wednesday, February, 25, 2009, 11:45-12:45 p.m.
303 General Services Building**

AGENDA

1. Approve the minutes of February 4, 2009.
2. B. Chase – Review of building remodel and new building projects.
3. J. Nerger - Update from Council of Deans meeting (class size caps/classroom seat availability).
4. S. Hibbitt - Sharing classroom problem updates through Google Apps.

Meeting Schedule Spring 2009

Wednesday, March 25, 2009, 11:45-12:45 p.m., 203 Morgan Library
Wednesday, April 15, 2009, 11:45-12:45 p.m., 203 Morgan Library
Wednesday, May 6, 2009, 11:45-12:45 p.m., 203 Morgan Library