

February 25, 2009

To: Classroom Review Board  
From: Sally Hibbitt  
Re: Minutes of February 25, 2009

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

Members absent: Pat Burns

Guests Present: Scott Baily, Academic Computing and Networking Services

Agenda item #1. The minutes of February 4, 2009 were approved.

Agenda item #2. B. Chase updated the group on the status of the numerous construction projects on campus. Most notable are the Academic Instruction Building, which should be ready for occupancy for Fall 2010, the Rockwell Hall addition that should be ready by Spring 2010, and the Parking Garage, which should be available for use by September or October of 2009. The Parking Garage will provide 860 parking spaces (both metered and parking permit) and office space. Academic Village building "D" is underway and will provide 216 beds primarily for freshmen. There is room to add a classroom wing to follow the pattern of the other Academic Village buildings. At this time, no College has committed to this addition. The TILT remodel of the Music Building is underway. A study lounge was added to the Microbiology Building with a "green roof." This roof, which will have plants growing on it, was worked on by the Horticulture Department. The Computer Science Building is complete and occupied. The Clark Building study areas have been upgraded with new furniture and network access equipment. The indoor practice field's skeleton has been erected and work is proceeding on that. At this time, there is \$250M in construction on campus. Chase provided the committee with a projects status report that he presented to the University Facility Fee Advisory Board.

\$500M in future projects include expanding the Student Recreation Center, demolishing and replacing both Newsom and Allison Halls, and possibly adding another floor to Braiden Hall which would provide 100 additional beds. There are plans for an addition to the Chemistry Building, a wing that would be constructed between the existing building and the Visual Arts Building. A building tentatively called Engineering 2 could be built north of Green Hall. Also being discussed are a new Biology Building, expanding the TILT Building, an addition to the Morgan Library or adding 2K square feet to the book repository, a second Parking Garage (with shower and bike repair shop), and expansion to the VTH.

Agenda item #3. J. Nerger spoke about the presentation by P. Burns at the Council of Deans meeting regarding the class size caps and classroom seating availability. The Council decided that Colleges should not do anything until budgets are set. They decided to put a hold on 20% of the current sections. With the recent upgrade in Banner registration, S. Baily suggested that a wait list could be created. L. Morse indicated that a wait list capability was not implemented during the upgrade. The decision to increase

enrollment caps to match classroom size has been left up to each College on a case-by-case basis.

The issue of class sections that do not follow the traditional meeting times (i.e. they meet only once a week or only two weeks a semester) continues to be an issue for Classroom Scheduling. Morse indicated that new requests continue to come in, while earlier requests have already been scheduled. The CRB decided to draft a policy regarding this scheduling issue. Nerger also proposed brainstorming a list of suggestions that could be explored to help with the scheduling challenges. Some suggestions include holding graduate level classes after peak hours (i.e. after 3:00 pm), reassigning departmental classrooms that are not being used at high demand times as DFP classrooms, etc. These suggestions should be compiled and sent on as food for thought. S. Hibbitt will work with a sub-committee that will review the suggestions put forth by the CRB members and create a draft.

Agenda item #4. S. Hibbitt delayed this topic until the March 25, 2009, meeting which will return to 203 Morgan Library. She will have access to a computer and projector in that room to demonstrate the information she has for the group.

**The next scheduled meeting is Wednesday, March 25, 2009, 11:45-12:45 p.m., 203 Morgan Library.**

## **Classroom Review Board**

**Wednesday, March 25, 2009, 11:45-12:45 p.m.  
203 Morgan Library**

### **AGENDA**

1. Approve the minutes of February 25, 2009.
2. S. Hibbitt - Sharing classroom problem updates through Google Apps.
3. D. Satterfield – Classroom technology updates.
4. S. Hibbitt – 107 Guggenheim final recommendation.
5. S. Hibbitt – Classroom scheduling policy.

### **Meeting Schedule Spring 2009**

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