

Date: December 16, 2016
TO: Classroom Review Board
From: Rusty Scott, Julia Murphy
RE: Minutes of December 7, 2016

Members Present: Kristi Buffington, Matt Hickey, Julia Murphy, Al Powell, and Tristan Syron

Members Absent: Pat Burns, Dave Carpenter, Gwen Gorzelsky, Adam Lynch, Mike Palmquist, Tom Satterly, Rusty Scott, Simon Tavener

1. Walnut walk through – Julia, Al
Walnut will be ready for the spring 2017 semester. Classroom Support Services will be responsible for maintaining the classrooms in Walnut. The classrooms are standardized; all rooms have microphones and AirMedia connections in the lecterns. Smaller classrooms are tab arm chairs only. Larger rooms have tables with folding tabletops for nested storage. The largest room has glass boards rather than rolling white boards. Walnut is going to be unlocked 7:00 a.m. to 10:00 p.m.
2. Approval of Minutes
The minutes from the November 9, 2016 meeting were unanimously approved.
3. Area updates
 - a. UTFAB/UFFAB – Tristan
 - i. UTFAB – Tristan reported on a conversation with Adam Lynch at the Pacific meeting. Greg Redder, ACNS, reported to the UTFAB about plans to increase Wi-Fi capacity.
 - ii. UFFAB – Provost Rick Miranda and VP Lynn Johnson met with the board to discuss deferred maintenance at CSU. The board continues to explore if deferred maintenance is (or should be) an allowable expense for the UFFAB. Reviewing if deferred maintenance needs can be encompassed into projects to allow coverage by the bylaws.
Clayton King, UFFAB Chair, has graduated. Tristan is now the chair. Nick Bond, newly elected vice-chair, has expressed interest in attending the CRB meetings with Tristan.
Tristan re-introduced the concept of circular classrooms to the board. Feedback was positive. Questions centered on the cost of creating a circular classroom versus traditional layout and seating capacities. Would like to see a proposal for one. Kristi – Need to find a room that would be suitable for this concept.
 - b. Facilities – Kristi
 - i. Biology is on schedule.
 - ii. Natural Resources should be getting underway in April. A contractor will be chosen in the next few weeks so designs should be forthcoming.
 - iii. The Stadium is on schedule. Classroom area is still large cavern (no walls up yet) but should be ready on time.
 - iv. Aylesworth demolition planned for 2018-2019. Dorms may be built in its current location. Possibly move residents from Newsom to Aylesworth then demolish Newsom. May demolish both at once. No finalized plans yet.

- v. Hartshorn may be used as swing space for other construction projects after the completion of the new Health & Medical Bldg. Will be advertising for people to put in requests for space in Hartshorn.
- c. Classroom Support - AI
 - i. 3D technology in Biology – standard projector will shoot to the screen in the front of the room. The 3D projector will shoot to the screen in the back. There will also be four monitors in the room.
 - ii. Clark room A068 is coming together and will be ready for PDI session on 1/9/17.
 - iii. AI is in communication with the Stadium design folks about the classrooms to be located there. Will be able to work with them rather than fixing after the fact. Pushing to have them set up like the rooms in Walnut.
 - iv.
- 4. Stadium Scheduling – Julia
75 classes scheduled in the stadium classrooms for fall 2017. Working with the folks that will be scheduling events in the stadium. May turn over scheduling of the classrooms to the Stadium for summer events.
- 5. Phones in GA Classrooms in Rockwell Hall – Julia
College of Business has reached out regarding the need for 911 emergency phones in the general assignment classrooms in Rockwell Hall. Discussion moved to the next CRB meeting.
- 6. Other
 - a. Tristan – Brought up the subject of the go-cart for Classroom Support Services at the Pacific meeting. They are looking for items to fund. There are students in the student government willing to write a bill to get CSS a go-cart. AI spoke to Don Albrecht at the Morgan Library about the help desk folks in the Library sharing the go-cart with CSS.

Next meeting: February 8, 4:00-5:00pm