

Date: January 31, 2018
TO: Classroom Review Board
From: Julia Murphy
RE: Minutes of January 25, 2018

Members Present: Kristi Buffington, Matt Hickey, Jason Huitt, Stan Kruse, Blaire MacNeill, Julia Murphy, Al Powell, Tom Satterly, Simon Tavener

Members Absent: Pat Burns, Dave Carpenter, CW Miller, Tristan Syron

1. Approval of Minutes

The minutes from the December 6, 2017 meeting were approved.

2. Outsourcing Technology Installations for Classrooms – Al

Classroom Support Services staff has been reduced to 3 fulltime FTEs and student hourly staff equal to about .5 FTE. Their time is devoted to maintenance and room refreshes. Designing and installing new classrooms will need to be outsourced. CSS is working more closely with Facilities architects and project managers to facilitate this. The classroom technology standards plan has been through several iterations and is relatively stable. Better communication upfront with vendors and CSS better communicating with Facilities will lead to a) having the lead time and information that everyone needs and b) having the building open up looking like it's supposed to look. Al is trying to get verbiage in all the contracts that CSS be present at every meeting with the architects and vendors. This is true also of buildings with non-GA classrooms to enable faculty to be able to use them as they would GA rooms. Outsourcing for new builds occurs during the bid process. Refreshes are done in concert with the refresh crew at Facilities.

3. Unizin & TopHat – Jason

Unizin has a partnership source with a new company called TopHat that provides Interactive Response Systems that are smart phone app based. Through our partnership with Unizin we can take advantage of. Any response data would flow into the Unizin data warehouse. Performing technical vetting to make sure the system will actually “play” with all of our central systems. EID authentication, can we use the data the way we need it to? Can we support the system? Work with Matt and the Committee on Teaching and Learning to vet the solution from a faculty perspective and make sure that we could actually do this. We have received assurances that Unizin respects our privacy concerns. Assuming faculty are on board, they would then proceed with a conversation with UTFAB. Ultimately, the true cost of the system would be borne by the students. There are a couple of different pricing models associated with the mobile app. There is a semester long, a year long, and a lifetime that can be purchased by the student. Expects to have some decision by the end of March. They have had a conversation with ACNS to ascertain the availability of sufficient bandwidth. TopHat has indicated their system is a low bandwidth drain. Tablets will be available at the University Library to run the app on. You can also text in your response through an account setup on your phone. There is also an online account that you can log into and use a laptop or computer. Matt – CoTL charged a task force last fall to develop a working document on the ethics of learning analytics. Jim Folkstead lead that group. They have seen a couple of drafts at CoTL. Its all but done. The next meeting is February 8 and all indications are they will endorse that document. Taken to ASCSU last fall in a draft form as well.

It has gone to C-ALT. The next learning analytics steering committee is going to see it. Concerns about privacy are deeply, and repetitively, embedded in that document. That will find its way to faculty council. Its 95% done.

4. Reallocate Johnson Hall 120 – Kristi

The Vice President for Research had requested the rest of the classrooms that were assigned to INTO. They were GA. When INTO downsized the number of classrooms they wanted and moved out the rooms were reassigned to VPR. They are going to turn them into a research and virtual reality center. They are waiting to get the rest of the space. Training and Organizational Development just moved out. This is the last room that is in that group of rooms. With reassignment of 120 to the VPR, they can remove the walls and remodel as needed. 120 is a very small classroom. You have to access it by going down stairs so it is not ADA compliant. It is only scheduled for one-day-a-week 3-hour grad classes. They can be moved to the conference rooms in Aggie Village. The target date is end of Spring semester. Reallocation of Johnson Hall 120 to the VPR was unanimously approved.

5. Temporarily Reallocate Plant Sciences W9 – Julia

The College of Agricultural Sciences has is requesting to take one of their current labs and temporarily move that into one of the GA classrooms, Plant Sciences W9 for 3 years and they would move out reverting the room to GA at that time. W9 seats 66. It's in the core of campus. Julia discussed the possibility of trading spaces with the College. They were going to offer the old Dental Lab in the Hartshorn building but converting it to GA would be too expensive. They say they have no space for a trade. Kristi will take the request before the Space Committee as they would need to review it before the CRB can vote on giving up another GA classroom in the core of campus.

6. Install Echo360 in Wagar 107B – Julia/Al

Fish, Wildlife, and Conservation Biology requested to have first preference of Wagar 232 because they need lecture capture was their justification. Their classes are not big enough for that room but we would look at putting lecture capture in Wagar 107B so they would have that resource. The estimate is \$10,335 which includes equipment, install labor, and programming. CSS would not be able to perform the install until closer to summer session. The topic is tabled until the April 26 committee meeting to allow for completion of items already in the budget and see if there is sufficient funds for this project in this fiscal year budget.

7. Budget – Renee

The remaining budget as of today, will all previously approved projects is \$17,108. Jason and Al have decided to release the \$10,000 place holder for the electronic locks on BSB 131. That will bring the available budget to \$27,108.

8. Stadium Update – Al

The last screen is being replaced and the final camera is being replaced today. Everything was completed over winter break. Kristi – The requested whiteboards and chair rail have been installed.

9. Updates

- a. UTFAB – Blaire

They are in the process of hearing presentations and reviewing their budget.

b. UFFAB – Tom

They received 9 proposals for consideration. A little over \$2m. They are going to the Provost and Lynn Johnson for review. They may be able fund each of the proposals. The proposals do include a few GA classrooms. Start in February to schedule presentations.

10. Other – Tom/Kristi

- a. Shepardson, Anatomy/Zoology, and Chemistry are being looked at for whole building renovations. Shepardson is No. 1 on the list. There is a high likelihood that it will get approved by the state. There is a lot of momentum right now.
- b. Housing and Dining Services is putting together their financial plan to fund demolition and replacement of Aylesworth Hall. Facilities is continuing with site carrying capacity studies, transportation studies, etc. They anticipate HDS will get approval within a year or so. The folks that remain in Aylesworth (there are currently no students housed in the building) will be moving into the new Richardson Center once it is completed, January/February 2019 timeframe. Aylesworth will then be demolished and replaced with the first half of the new residence halls without taking anything off line. Then they can move the residents into the Aylesworth replacement out of Newsom Hall, demolish and replace it. It will be an increase of available residences as a result of the project. Construction could possibly start in 2020.
- c. Hartshorn has been fully assigned to different groups. Renovations are starting. People are starting to move in. Student Affairs is the among the first to start moving in. VP for External Affairs has renovation plans and is moving some staff in. College of Liberal Arts staff and faculty will be moving in. Gillette Bug Museum from Laurel Hall is going to housed there. They will be taking over the Dental Office.
- d. Glover is on the list for demolition and reconstruction. It has a long list of deferred maintenance and a bad roof. As a single story building it is a poor use of very valuable real estate in the core of the campus. Facilities looks to replace with a 4 or 5-story iconic structure. Proposed 3-5 years. There are a lot of competing needs.

11. Other – Al

- a. Actively following up on UTFAB desire to have more courses recorded with lecture capture. He is trying expand faculty awareness and skill set for the technology. We were up to 220 hours per week on average recorded in fall 2017. That is up about 60 hours from the previous semester. Still working with Telecom to set up classroom phones for contacting faculty that forget to put on their mic or turn on the equipment.
- b. Classroom in the Round - Al provided links to pictures and articles about classrooms in the round.

<https://www.bdcnetwork.com/360-degree-classroom-highlights-washington-state-university%E2%80%99s-new-academic-innovation-hub>

and

<http://bora.co/project/learning-innovation-center/>

Julia will bring this back to a future agenda.

Spring 2018 Schedule:

Thursday, February 22, 4:00-5:00 pm, Morgan Library room 203

Thursday, March 22, 4:00-5:00 pm, Morgan Library room 203

Thursday, April 26, 4:00-5:00 pm, Morgan Library room 203