

# **University Classroom Committee**

## **Agenda and Minutes**

### **10/23/2020**

Welcome - John

Minutes of last meeting – John

Spring 2020 NEW Classroom and Laboratory format - Dan

Update Spring Semester Registration – Glenn, Michelle and Jamie

As of 10/13/2020

In Person/Hybrid: 33%

Required in Person: 15.5%

Remote: 31.6%

Online: 19.9%

How many classrooms will be required for this ratio? Can we concentrate on fewer rooms to have ready for January?

Update on Sync classrooms – Glenn and Joel

Classroom Assessment Summary – Dan and Joel  
See attachment

Summer Classrooms AV Updates – John and Joel

Any Other items?

Next meeting – December 14- 1 PM – Teams

#### **Meeting Notes:**

- 1) John welcomed team to October UCC Meeting. There were no changes to meeting minutes.
- 2) Glenn provided update on spring semester. He stated there are minimal changes in course delivery from fall to spring. Academic Affairs are hosting faculty input conversations, which are productive.
- 3) Jamie stated with more remote classes it is becoming easier to find classrooms. Spring room assignments are due back to Registration and Records next Thursday. John asked to have a classroom list on, or about, November 11.

- 4) John commented that ITS is addressing camera and microphone issues in classrooms. Problems with microphones is happening at other institutions as well.
- 5) Dan presented spring semester 2020 utilization dashboard. The dashboard is not interactive on Power BI. A link is being sent to all colleges beginning next week. A similar utilization report is also created for class labs. Chris questioned what classrooms are underperforming. Dan responded that average daytime utilization is 50% compared with goal of 70% so utilization problems are across the board. John added that there is an extensive process UCC goes through to eliminate a classroom. All proposed changes are completely vetted with faculty and leadership.
- 6) Glenn discussed efforts underway to improve student experience for online classes. Joel added that this will include discussion on improving and/or adding sync classrooms.
- 7) Andrea presented a listing of rooms that are currently departmentally controlled classrooms than can migrate to “grid” classrooms and also what upgrades might be required. Chris asked if these classrooms can be upgraded and remain department owned. John commented that when classes move to the grid the departments have priority scheduling. He added that the goal is to increase the quality of classrooms to enhance student experience. We committee will re-visit the list during the December meeting.
- 8) John presented a list of classrooms slated for summer AV upgrades. Glenn asked that this list be shared with faculty to make certain that upgrades correct some of the deficiencies they have noted.
- 9) The next meeting is December 14, 2020.