

**University Classroom Committee
Agenda and Minutes
12/17/2020**

Welcome - John

Minutes of last meeting – John

Fall Lessons Learned – Glenn, Michelle, Jamie and Joel

Spring Classroom use update – Jamie, Michelle and Glenn

As of 10/13/2020

As of 12/xx/2020

In Person/Hybrid: 33%		?
Required in Person: 15.5%	?	
Remote: 31.6%		?
Online: 19.9%	?	

Update on BGSU Sync classrooms – Glenn and Joel

Summer 2021 Classroom AV Maintenance VS Upgrades - John

All Classrooms are GRID classrooms? - John

Olscamp 207 to Math Dept

Maurer 116 to College of Business

Targeting Classrooms for reduction - John

See attachment

Any Other items?

Next meeting – Friday January 22- 10 AM – Teams

Meeting Notes:

- 1) Fall Lessons-Learned. Glenn reported results of listening to students and faculty. These conversations occurred over the course of the entire fall semester. These discussions were helpful in guiding expectations. Michelle commented that the fall experience has proven our flexibility as an institution. Jamie added that the room assignment process for spring was much more intentional and went very smoothly. Joel's lesson-learned is

devising ways to glean more faculty feedback. Glenn expressed appreciation for ITS being flexible and continually improving.

- 2) John discussed the spring classroom use update (see agenda item #4). Jamie stated there are approximately 100 classrooms for spring semester. This is consistent with the count at the end of fall. John stated that classrooms not in use are being locked so that there is less needing to clean and sanitize these spaces.
- 3) John reported that ITS is adding outdoor access points so that student can participate online from more locations.
- 4) Glenn complimented Andrea for there being no COVID cases coming from the classrooms based on contact tracing.
- 5) John led a discussion on the mode of instruction for fall 2021. This mix needs determined before registration starts in March.
- 6) Glenn and Joel reported on BGSU Sync. The instructional master plan will influence the sync program. These sync rooms require a more professional grade equipment that provide for a more robust environment.
- 7) John stated that this summer ten rooms in Olscamp are being modified to support hybrid learning. Joel stated going forward these summer programs are considered maintenance, which simply means making them current.
- 8) Are all classrooms on the grid? John reviewed the list of department-controlled classrooms. He proposed that all classrooms be on the grid with the primary department user having priority scheduling. Dan commented that department-controlled classrooms are typically not the same quality space as grid classrooms. In January, this group needs to re-visit its original purpose, which is to increase classroom utilization and the quality of those classrooms. The classroom chart needs to include age of technology, furniture condition, times classrooms are most used, and other items that will assist this committee in deciding what rooms we need to maintain or close. The list will be updated for the January meeting to facilitate additional discussions on the subject.