

University Classroom Committee
Agenda and Minutes
7/26/2019

Welcome - John

Minutes of last meeting

Review <15% Classroom List findings – John

Review Classroom Control specifications - Joel

What is the process to do classroom renovation? - Brian

Requests

Timeline and deadlines

Requirements

When will we select the 2020 classrooms to upgrade?

What is the criteria to consideration to be on the list?

How do we support classrooms? - Joel

FIU example

Do we want a BGSU equivalent?

Other items?

Next meeting – August 23 - 10 AM – 602 Administration - start of school – can we skip?

Meeting Minutes:

1. Attendees: Lise, Bruce, Joel, John, Andrea and Jamie
2. New Registrar is Michelle Rabel and will attend our next meeting.
3. John presented classroom spreadsheet that identifies rooms with less than 15% utilization. (Please see attached) The spreadsheet includes observations from John's physical inspection of each room.

SPECIAL NOTE: This discussion is not about scheduling of the classrooms as much as it is about how we prepare the State of Ohio report on utilization. If we can consolidate classrooms or improve the scheduling of classrooms by this discussion – all the better.

- a. BA 4000 being assigned to Firelands Pathways.

- b. BA 109 is 35 seat classroom controlled by COB that is under-utilized. John recommends moving the classroom to Registration and Records (Grid). Jamie stated she will explore using the classroom perhaps as early as spring. John will request the transfer with COB.
- c. East Hall 103 controlled by American Cultural Studies. This space is a conference room and not designed as a classroom.
- d. EDUC 421 is a 20 seat conference room labeled as a classroom. Room controlled by EDHD.
- e. EPPN 119 is a computer lab attached to classroom. Spreadsheet indicates room controlled by R&R when in reality it is controlled by EDHD.
- f. FA 1006 - This is a kitchenette. Remove from list.
- g. Founders 022 - Only available for Honors College only. List as 100% occupied.
- h. HHS 127 is teaching kitchen. List as 100% occupied.
- i. Kohl 004 serves as language lab. List as 100% occupied.
- j. Kuhlin 410A&B and Kuhlin 412. These are a conference room and a study room respectively. Remove from list.
- k. Kuhlin 204 is R&R controlled Apple Computer Lab that could be used by CTAAE.
- l. Levis Commons 104 is fully utilized.
- m. Library 142 - 36 seat classroom controlled by Library. John will request shifting to R&R from the Library.
- n. LSC labs need identified as 100% utilized.
- o. MSC 447 is 13 seat active learning classroom. Can this room be combined with MSC 445 to create a larger active learning room?
- p. MEM 260 & 253 are Air Force and Army contracted room. List as 100% utilized.
- q. MMAC 1036 is Bryan Recital Hall. List at 100% utilized.
- r. OLSC 206 is Math Emporium Testing room. Remove from list.
- s. OLSC 106 - CFE wants 100% of time for training.
- t. OLSC 109 One of the Telepresence rooms- John will revisit options
- u. CHEM 122 & 145 - Labs; move to 100% utilized.
- v. PAW 118, 104, 124 & 119 - Architecture labs; move to 100% utilized.
- w. TB 124A&B - CMT Labs; move to 100% utilized.
- x. UHALL 403 and 404 - Conference rooms; remove from list.

John will continue to look at the classrooms with utilization between 15% and 30% utilization.

- 4. Bruce suggested that identifying as 100% utilized might not necessarily be the most correct approach. **Team will continue discussing.**
- 5. Bruce reported that after completion of MMAC this summer, 80% of R&R classrooms are classified as "active learning".
- 6. Joel reviewed options for classroom controls (see attached). The driver is e-Nooks are no longer manufactured. Recommendation is to approve "Cabinet in Room" and "Cabinet as Podium". **Any decision on the best option needs approval of Academic Affairs.**

Next Meeting: September 23, 9:30 – 10:30 in Admin 602