

CLASSROOM ADVISORY SUBCOMMITTEE  
MINUTES OF MEETING  
FEBRUARY 06, 2012  
Morrill Hall Room 300

[In these minutes: OCM mid-year update; statement on funding for faculty in active learning classrooms; statement on funding for classroom facilities and technologies]

[These minutes reflect discussion and debate at a meeting of a committee of the University of Minnesota Senate; none of the comments, conclusions or actions reported in these minutes represent the views of, nor are they binding on, the Senate, the Administration or the Board of Regents.]

PRESENT: Susan Wick (Chair), Corey Andrus, Brad Cohen, John Comazzi, Gordon Duke, Keya Ganguly, Barbara Jensen, Roberta Juarez, Jeff Lindgren, Patricia Schaber, Kevin Smith, Jeremy Todd

REGRETS: Peggy McCarthy, Jed Overmann

Professor Susan Wick called the meeting to order and welcomed those present. She asked the committee members to introduce themselves.

**Office of Classroom Management Mid-Year Update**

Jeremy Todd, director, OCM updated the committee on classroom space, fair-use class scheduling, the new OCM website, and winter break and future projects.

Classroom Space Updates for Fall 2011

- Folwell Hall was completed in August 2011
  - Provides 28 new classrooms: three are seminar rooms with a capacity of 16 students
  - Largest classroom will hold 64 students
  - Most classrooms will hold 30 to 35 students
- Offline Classrooms
  - 1701 University – loss of nine classrooms
  - Eddy Hall - loss of two classrooms
  - Amundson B75 – temporarily closed for light rail construction; reopened for fall 2012
- Projects - occurred over summer and into the fall
  - Lighting updates in Rapson 100, MCB 3-120, Murphy 130
  - First floor of Lind Hall updated

Fair Use Scheduling

- Requires distribution of class sections
  - Throughout the day (3% per time period)
  - Across the week (no more than 50% on Tuesday/Thursday)
- Requires distribution of enrollments so large classes are not all meeting the same day of the week

- Added new 75 minute meeting patterns to the standard class timetable
- New reporting mechanism was created - the Class Scheduling Distribution Summary breaks scheduling down to the department and college level
- New standard time chart

#### OCM Website

- Launched updated website for navigating and presenting information
  - OCM studied how site was previously used and updated it to meet use patterns
  - Navigation is now “top down”
  - OCM news is now pushed through a dynamic feed to the home page under OCM news spotlight
  - Site updated in a manner so that linked information did not need to be changed

#### Winter Break Projects

- Molecular Cellular Biology 3-120 received new carpeting
- Humphrey Center, Blegen Hall, Scott Hall, Smith Hall, and McNeal Hall classrooms received updated movable student furniture
- Benches were added to Blegen Hall basement and fourth floors
- Selected rooms in Anderson Hall and Blegen Hall received technology feature upgrades
- A larger technology upgrade will occur over spring semester involving Blegen classrooms: room 155 will act as swing space to move classes during upgrades

Jeff Lindgren asked how well used is the “find study space” button on the OCM website. Mr. Todd responded that when it is promoted to students during times such as Welcome Week it is well used. He also noted that the website shares links about study space availability in the Libraries and Student Unions. He stated, however, that scheduling is the primary destination on the website. Professor Gordon Duke pointed out the excellent website for scheduling the small breakout rooms in Carlson.

Mr. Todd continued his presentation with a discussion of the impact of the planned updates to Ruttan Hall and Magrath Plaza happening in summer 2012.

- The structural support of Magrath Plaza will be reinforced
- The design will be changed to create a better flow of pedestrian traffic
- The angled stairway will be removed to create a more direct path to the plaza
- Reinforcement work will require moving out of a portion of the Magrath Library, Classrooms and OIT distance learning spaces in Magrath two, four, six, and eight
- Study space in Ruttan/ Magrath plaza will also be closed for majority of the summer and early fall

Mr. Todd next discussed the Six Year Capital Plan in terms of the major physical improvements planned for 2013 through 2018 and their potential impact on general-purpose classrooms.

#### Six-Year Capital Plan

- 2012: Eddy Hall is currently closed which resulted in the loss of two classrooms.

When it is reopened, the Office of Admissions will reuse Eddy Hall, and the classrooms will no longer be available.

- 2012: Fraser Hall and Williamson Hall are also closing with the consequent loss of two large lecture halls. The University will need to consider how to better share large lecture halls or redistribute large lecture courses throughout the day.
- 2014: Tate Laboratory of Physics is being rehabilitated for the School of Earth Sciences. This impacts the largest east bank classroom and five lecture halls that are located in Tate.
- 2014: Active Learning Classrooms Pool – consideration of whether more are needed and how they should be distributed
- 2016: Pillsbury Hall rehabilitation for English
- 2018: Elliot Hall and Child Development replacement - This will impact several classrooms

Mr. Todd asked for input from CAS on the need for large lecture halls and how to spread the demand for large lecture halls across the day. Mr. Lindgren asked if the large lecture halls are maxed out or if there are possibilities for greater utilization. Mr. Todd responded that they are at capacity between 10:00 and 12:00, but there is availability at 8:00 and in the afternoon. Professor Wick pointed out that this indicates the need for efficient and fair use of classroom space. She also mentioned that it was not unreasonable to have instructors commute between the East and West Bank campuses if many of the lecture halls on the east bank are not available.

Professor Patricia Schaber asked if the demand for large lecture halls was decreasing in the light of changing pedagogical methodologies. Mr. Todd noted that in the fall, OCM asked the largest colleges about their projections for and approaches to course size in the next two to five years. OCM received varying responses. But one trend that will present a challenge is that some colleges are increasing course sections by one-third creating a need for room sizes that are not available on the East Bank. Mr. Todd stated that OCM is developing a plan to meet the varying needs of the colleges.

### **Statement on Funding for Faculty Development**

CAS next reviewed the revisions to the Statement on Funding for Faculty Development. Professor Wick reminded the committee of the genesis of the statement and indicated that when the committee had completed its revisions the statement would be brought to the Senate Committee on Educational Policy (SCEP) and to the University Senate. Brad Cohen noted that he had incorporated CAS' previous recommendations to include: 1) references to learning gains resulting from teaching redesigned courses in active learning classrooms and 2) a analogy to funding for public art as percentage of new building costs. He noted, however, that it had been difficult to incorporate a reference to the student technology survey result indicating that students believed their technology fees should be used to support faculty development. Several committee members indicated this would be important to include. It was agreed that it should be incorporated in the second paragraph of the statement.

Professor Schaber suggested providing a brief explanation of the method for funding

public art as a percentage of new building costs, in case those reading the statement were unfamiliar with this. She also emphasized the importance of funding faculty development.

Professor Wick indicated the statement might need to be reshaped as a recommendation to the Provost and President rather than to SCEP.

Mr. Cohen agreed to make the recommended changes.

### **Statement on Funding for the Office of Classroom Management**

Mr. Lindgren introduced the Draft Statement on Funding for the Office of Classroom Management. He explained that the focus of the statement was the need for recurring funding, and that if this did not occur the life cycle of the technology in classrooms would run out. Professor Wick stated that the recent assignment to OCM of management and maintenance of student study spaces without recurring funding was another reason necessitating the statement.

Mr. Todd stated that when CAS brought the funding statement to the Senate Committee on Finance and Planning (SCFP) last spring, it supported funding but was unwilling to put forward a percentage request for funding due to the economic environment.

Professor Keya Ganguly asked why SCFP objected to providing a percentage request for funding. Mr. Todd explained that it did not believe it was within their purview to create a priority list and at the time a new president and provost were being hired.

Professor Wick asked if both statements could be completed in the next week in order to circulate the revised statements to CAS for an e-mail vote. She asked if CAS members had any further comments.

Professor Kevin Smith asked if it would be possible to include how much of the percentage of requirement for life cycle is attributable to increased cost and much is attributable to increased cost for the space. This would help clarify whether the newer space is more expensive to maintain. Mr. Todd indicated that both factors have an impact and gave the example of the Science Technology and Student Services building where square footage was added, but the cost of maintaining the new technology was decreased. He stated it might be possible to include information on a per square foot figure to show the cost increase of adding new square footage versus adding new technology.

Professor Wick cautioned she would not want a discussion of the cost of new space to result in a backlash against the active learning classrooms. Professor Smith noted that funding technology might actually be less expensive. Mr. Todd agreed and gave the example of the decreasing cost of projectors.

### **New Business**

Professor Wick noted the Chronicle of Higher Education article regarding new

approaches to teaching that had been circulated to the committee. She suggested that OCM and the Center for Teaching and Learning also consider submitting an article to the Chronicle for Higher Education. Mr. Todd stated he would look into it.

The committee briefly discussed the Chronicle article and particularly focused on information about whether there is evidence for the existence of learning styles, or whether it is effective to teach differently to students who supposedly have different learning styles.

### **Space Utilization Initiative**

Professor Schaber asked if there had been a response to the e-mail requesting volunteers for the Space Utilization Initiative. Dawn Zugay, Senate staff, explained that Vice President Kathy O'Brien sent an e-mail seeking faculty to participate in the committee leading the second phase of the University Space Utilization Initiative. Professor John Comazzi indicated that he had responded to the request.

Professor Schaber noted that the Academic Health Center has many unused spaces. A discussion followed about departmental culture regarding use and scheduling of space. Professor Comazzi noted the School of Design's specialized needs for scheduling space. Mr. Todd stated it is important for departments to indicate when spaces are scheduled, used, and available, so that there can be better coordination of their use. Professor Ganguly agreed that there should be a less proprietary sense around the use of space.

Hearing no further business, Professor Wick adjourned the meeting.

Dawn Zugay  
University Senate Office