

**Classroom Advisory Subcommittee (CAS)**  
**September 14, 2020**  
**Minutes of the Meeting**

*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 reflect the views of, nor are they binding on, the senate, the administration or the Board of Regents.*

[**In these minutes:** Welcome and Introductions; Committee Orientation; Updates from the Office of Classroom Management; Debrief of the Summer and Plans for the Future]

**PRESENT:** Mark Bergen (chair), Todd Arnold, Keith Brown, Dave Crane, Florina Gregoire, Dave Hutton, Maki Isaka, Murray Jensen, Roberta Kehne, Sandy Mand, Dalton VonRuden

**REGRETS:** Scott Abernathy, James Cotner, Sehoya Cotner, J.D. Walker

**ABSENT:** Andrew Jenks, Samantha Johnson

**OTHERS:** Hana Ikramuddin, reporter, *Minnesota Daily*

### **1. Welcome and Introductions**

Professor Mark Bergen, chair, called the meeting to order and called for a round of introductions.

### **2. Committee Orientation**

Next, Bergen turned the floor over to Amber Bathke, senate associate, University Senate Office, who provided the committee with an [orientation](#) on University Senate governance.

### **3. Updates from the Office of Classroom Management**

Next, Dave Crane, assistant director, Office of Classroom Management (OCM) provided [an overview and update](#) on OCM's history mission, and services, including its preparation and planning efforts for fall 2020 and beyond.

### **4. Debrief of the Summer and Plans for the Future**

Finally, Bergen asked members to debrief about the events of the summer and suggest ideas for the year's agenda. Members suggested the following topics:

- Constant change in class modalities: balancing choice and circumstances with the ability to plan and make arrangements
- Flexibility in teaching and testing, especially with regard to disability needs
- How to create community and maintain accessibility in the digital/hybrid space
- Feedback from students and instructors/avenues of communication in real time as much as possible
- Safety: holding class outside whenever possible, etc.

- Flexibility. Outside accommodation? Chairs on the mall, chairs outside whenever possible
- Accessibility, in terms of disabilities/special needs, but also availability of and physical access to technology, especially for students in rural areas
- Student access to software from home/personal computer technically and financially - creating their personal virtual home classroom learning spaces
- Coordination between OCM, Facilities Management, and the Office of Information Technology to support safety, learning and community
- Issues related to finals: accommodated testing, technology for finals online, etc.

Hearing no further business, Bergen adjourned the meeting.

Amber Bathke  
University Senate Office