

Classroom Workgroup Meeting
6/26/2006

Attending:

Jeremiah Joyner
Tu Dang
Sherry Younger
Megan Keefe
Kelly Rowett

Agenda Items:

- Archive CDAC data requests
- Donated CTL projectors
- Construction Schedule Updates for Fall 2006 & Spring 2007
- Current Project Updates (Summer 2006 a/v installs)

Archive CDAC data requests

Megan has re-directed the 'Classroom Design and Advisory Committee Archive' link (located in the 'Classrooms' section of the Registrar's website) to generate an email with the subject line 'CDAC Archive Data Request' to the workgroup listserv. The existing link was broken & did not point to any real data. In the event that a request for archived data does come in to the listserv, the Registrar's Office will handle the request.

Donated CTL projectors

We have not resolved how to best handle the donated projectors from the disbanded CTL Equipment Loan program. There are several outstanding issues –

- Jeremiah has only received 3 projectors, (5 were expected) Priority for rooms if there are only 3 available would be Bingham 108 & 101, then Dey 301. (based on number of equipment loan requests from CTL)
- Security Issues: There are no cameras monitoring these classrooms (since they are low-tech rooms). We cannot mount projectors from ceiling because these rooms are not wired or otherwise equipped for ceiling mounts at this time. Best option would be to chain projectors to carts, and bolt carts to the floor. Possibility of letting departments control projectors, but no guarantee that they would share projectors outside of department, and for use specifically within those classrooms as intended.
- Support Issue: Charlie Green offered support for 3 years – what happens after the 3 years are up? What happens is projector dies or is stolen before the within the 3 year period? Will Classroom hotline be expected to replace projectors after 3 years are up?
- System Issue: If projectors are only temporary, do we consider these as officially part of the classroom inventory for those rooms?

Jeremiah will check with Joe Schuch regarding exact number of projectors they will receive, and see if he can get clarification on the support that was offered.

Current Project Updates:

- a/v updates to Gardner rooms on first floor have been completed, Tu's staff is progressing with rest of Gardner rooms.

Construction Schedule Updates for Fall 2006 & Spring 2007

- Tu hopes to have his crews into Fetzter 109 by 7/13/06, after completing Fetzter 109 they will move on to Hamilton, Greenlaw, & Wilson. Registrar's office prefers that rooms have priority by size (largest classrooms are most critical at this time). Fetzter 109 & Hamilton 100 need to be ready for fall classes, along with 3 large rooms in Sciplex 2 (125, 201 & 211).

Note: per Peter Krawchyk, Sciplex 2/ Phillips Addition has been officially renamed 'Chapman Hall'

- Tu will check on status of New West, make sure that it is still on schedule. (Classrooms expected to be online for Spring 2007).

Rooms expected to be back online for Spring 2007: (All will require a/v install sometime this fall)

Fetzter – 3 smaller classrooms	104, 105 & 106
Greenlaw – 1 large & 7 small rooms	101, 103, 104, 106, 107, 222, 431 & 526A
Hamilton – 2 small rooms	150 & 351
New West – 2 small rooms	103 & 219 (both renumbered)
Wilson – 1 large & 4 small rooms	107, 128, 139, 202 & 217

Meeting adjourned at 2:00