Meeting Synopsis:

1. Call to order
2. Approval of agenda
3. Review of the minutes from February 16th, 2017
4. Chair’s remarks
5. Classrooms/Scheduling - Nancy Salts, Director, Health Sciences Facilities and Services; Roberta Hopkins, UW Classroom Support Services; Phil Reid, UW-IT
6. Good of the Order
7. Adjourn

1) Call to order

Christie called the meeting to order at 10:00 a.m.

2) Approval of agenda

The agenda was approved as written.

3) Review of the minutes from February 16th, 2017

The minutes from February 16th, 2017 were approved as written.

4) Chair’s remarks

Christie noted that the FCUFS Class C resolution on General Assignment Classrooms (urging that any new buildings constructed within the ten-minute walk zone take into account possible inclusion of upper campus general assignment classrooms) would be voted on later in the day at the (March 2) faculty senate meeting.

AnnMarie Borys has agreed to serve on the UW Environmental Stewardship Committee representing FCUFS.

The City of Seattle has approved the upzoning of the U-District to 300 feet, which will enable higher development over the UW-owned Sound Transit Station at 45th Street. UW and the City are still in negotiation over the new UW Master Plan, which would allow for a higher height limit on campus west of 15th Street. The preferred site for the new Population Health Facility continues to be the site north of Physics/Astronomy Building (PAB), although the site west of 15th Street remains possible.

On March 16th FCUFS will meet to discuss Sound Transit initiatives. The meeting following will be used to discuss the updated One Capital Plan.
Nancy Salts (Director, Health Sciences Facilities and Services) introduced herself to FCUFS. She explained how Health Sciences (HS) uses its classrooms and schedules them. There is a shortage of classrooms on South Campus, and her office coordinates classroom use with Classroom Technology & Events, which manages upper campus general assignment classrooms. Most HS courses are graduate courses. A few HS courses are scheduled in upper campus classrooms. Unlike upper campus, HS needs some rooms for periods other than the regular ten-week quarter. Courses sometimes have to meet adjacent to labs or patient centers, because the course shuttles back and forth. HS has many older structures built in the 1970s. Most classrooms are windowless, some have asbestos. The degree of technology used depends upon the particular unit within HS. Units often provide their own specialized equipment in rooms, which de facto gives the unit control of the room. HS units are seeing an increase in peer learning, which changes the types of classrooms that are needed (e.g. flexible furniture and breakout session rooms).

The only large lecture hall is Hogness Auditorium, which is dated. HS often utilizes classrooms at odd hours (e.g. the medical school uses classrooms before doctors and students make patient rounds at 6:30 a.m.). Some classrooms are specialized (e.g. pharmacy has a mock pharmacy). Because of the non-standard calendar and heavy use, it is difficult for HS to renovate rooms. Classes average 2.5 hours in length, but some are 8 hours, which effectively takes the room for the entire day. There are twelve auditoria, but the size does not match the needs. Auditoria use rate is 82.5 percent, and use is heavy from 8:20 a.m. to 5:20 p.m. There are 45 HS general assignment classrooms, which is not many if breakout rooms are needed. The use rate for these rooms is 70 percent from 9 a.m. to 4 p.m. Use is especially heavy on Wednesdays. Many programs operate off-site on other days. Windowless rooms are being redecorated with outdoor photos provided by students. Teaching labs are fully utilized. HS classrooms are financed by General Operating Funds (GOF) and Designated Operating Funds (DOF). HS is presently building one large active learning classroom with breakout space inside the South Campus Center.

Roberta Hopkins (Director, Classroom Technology & Events, UW Information Technology) added that HS use of upper campus general assignment classrooms is at the initiative of HS. Salts noted that HS controls the South Campus Center. She added that HS has a high room utilization rate already.

Steve Kennard (Director of Capital & Space Management, Director of Operations, Real Estate Office) noted that the Provost’s Office handles any HS/upper campus issues.

Hopkins provided information about upper campus general assignment classrooms, including an email spreadsheet showing room utilization by day of week and time of day. There is an eight-year program to provide up-to-date technology in all upper campus classrooms. To date, 165 rooms have been renovated to new standards. The level and expense of the technology provided depends upon the size of the room. Smaller rooms are being equipped with wall-mounted digital projection systems to which Blu-ray and laptops can be connected. This technology does not take valuable floor space and has had a low theft rate. The last 100 rooms to be updated have been left to the end of the program because they are more expensive to fix.

Phil Reid (Deputy CIO and Associate Vice Provost, Academic Services, UW IT) stated that 80 percent utilization is considered the practical maximum for use (as a national standard). After UW reorganizes its
class scheduling in Autumn 2018, the institution will be at such a high level of utilization that any further classroom needs will have to be met by increasing capacity.

Christie suggested possible swapping of offices for classrooms within the ten-minute walk zone. Kennard supported this idea.

Hopkins noted that the way repair funds were handled in the past, safety issues and technology were funded out of the same fund, which resulted in safety issues being addressed while technology was ignored. Mediocre and shabby classrooms, however, project a bad public image.

6) Good of the Order

Nothing was stated for the good of the order.

7) Adjourn

The meeting was adjourned at 11:25 a.m.

Minutes by Bill Rorabaugh, rorabaug@uw.edu, Professor of History

Present: Faculty: AnnMarie Borys, Rich Christie (chair), Laura Little, Bill Rorabaugh, Jan Whittington
Ex-officio reps: Chris Byrne
Guests: Nancy Salts, Roberta Hopkins, Phil Reid, Steve Kennard, Jenny McLaughlin

Absent: Faculty: Bruce Balick, Ashley Emery, Murray Maitland, Ann Mescher, Giovanni Migliaccio
Ex-officio reps: Carly Bainbridge, John Carroll, Steve Goldblatt, JoAnn Taricani
President’s designee: Charles Kennedy

Exhibits
Exhibit 1 – Upper Campus General Assignment Classroom Utilization spreadsheet
Health Sciences Academic Services & Facilities – Instructional Support

> Collaborative partner with Health Sciences Schools and campus-wide service groups

> Connect with stakeholders to understand needs, develop solutions, facilitate change management
  – Health Sciences Learning Space Councils
  – Health Sciences Time Schedule Committee
  – Student Experience Board and surveys
Renovation Criteria for Classrooms

| Technology         | • Volume of service calls  
|                    | • Support pedagogy         
|                    | • Age of equipment         
|                    | • Adherence to standards   |
| Infrastructure     | • Room utilization rate    
|                    | • General conditions       
|                    | • School/program equity    |
| Furniture          | • Feedback from faculty and students  
|                    | • Support pedagogy         
|                    | • Age of furniture         |
HS Classrooms – Trends in Curriculum Inform Classroom Needs

Adoption of active (peer) learning
- Flexible furniture
- Low capacity classrooms to accommodate breakout sessions
- Technology that allows peer sharing

Emphasis on interprofessional training
- Larger classrooms and lecture halls
- Adjacent breakout rooms
- Availability of classrooms outside of regular time schedule

Increase practice learning
- Flexible learning spaces that accommodate small groups and hands-on teaching/practice
- Space, technology, and equipment
- Episodic scheduling of non-traditional spaces
HS Classrooms – Distinguishing Characteristics In Their Use

> Practice learning is common
HS Classrooms – Distinguishing Characteristics In Their Use

> Classroom needs change throughout the quarter
HS Classrooms – Distinguishing Characteristics In Their Use

- Predominantly graduate courses
- Average course 2.5 hours (range 1-8)
- Synchronous learning
- School programs can start prior to quarter start
General Assignment Classroom Inventory and Characteristics - Auditoria

<table>
<thead>
<tr>
<th>Capacity Range</th>
<th>Quantity by Capacity</th>
<th>Inventory by Capacity</th>
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<tr>
<td>50</td>
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<tr>
<td>50-100</td>
<td>4</td>
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<tr>
<td>150-200</td>
<td>10</td>
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<tr>
<td>200-250</td>
<td>8</td>
<td></td>
</tr>
<tr>
<td>250+</td>
<td>12</td>
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</tr>
</tbody>
</table>

**Quarterly utilization**
- 82.5% utilization
- Exceed target 8:20-5:20

**Input from students and faculty**
- High fidelity of sound and image
- Room conditions and seating impact student and faculty experience
- Ease of use and consistency of podium
- Increase in need to connect to other locations

**Forward focus**
- AV – update standard to meet quality, connectivity and pedagogy needs
- Furniture – support flexibility and comfort

Exhibit 1
General Assignment Classroom Inventory and Characteristics - Classrooms

**Inventory by Capacity**

- **50-59**
- **30-39**
- **20-29**
- **10-19**

**Quarterly utilization**
- 71% utilization
- Target reached 9:00 – 4:00

**Input from students and faculty**
- Prefer large desk tops or tables
- Require comfortable chairs to accommodate long classes
- Flexible furniture is key
- Wall graphics act as windows and showcase research

**Forward focus**
- Support peer learning
- Improve student experience through better furniture and energizing environment
General Assignment Classroom Inventory and Characteristics – Teaching Labs

- **Quarterly utilization**
  - Fully committed
  - Shared equipment and services

- **Input from students and faculty**
  - Beneficial if equipment keeps up with advances
  - HS Lab Support provides flexibility and cost savings

- **Forward focus**
  - Partnering with Schools to address need for updated equipment
  - Installing AV to support learning activities

Exhibit 1
2015-17 Learning Space Projects

Exhibit 1

$661,000

Technology

Infrastructure

Furniture
2017-2019 ANTICIPATED PROJECTS

> Upgrade technology in 6 auditoria; install technology in 1 teaching lab
> Update classrooms based on criteria
> Redesign 1 standardized patient space
> Support informal learning spaces
  – Increase quiet study space
  – Collaborate with HSL
  – Optimize amenities
Meeting the Challenges – 2017-2019

UNIVERSITY of WASHINGTON

SCC Active Learning Classroom | Room 221 | Coming Summer 2017